



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

Thursday, January 5, 2012

9:30 A.M.

South Florida Workforce Investment Board Headquarters
7300 Corporate Center Drive
5th Floor - Conference Room 3
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval Meeting Minutes
 - A. October 20, 2011
3. Chairman's Report
4. Executive Director's Report
 - A. Approval of the 2012 SFWIB Meetings Calendar
5. Executive Committee
 - A. Approval of a Lease for an Opa-locka Employment & Training Resource Center
 - B. Approval of a Lease for a South Miami Career Center
6. By-Laws Committee
 - A. Approval of Amendments to the By-Laws of the SFWIB
7. Finance Committee
 - A. Finance Reports
 1. October 2011 Financial Report
 - B. Approval to Accept Additional WIA Adult Funds
 - C. Approval to Accept Additional WIA Dislocated Worker Funds
 - D. Approval to Accept and Allocate Additional FSET Funds
 - E. Approval to Allocate Additional Carry-Forward Funds
 - F. Approval to Accept and Allocate Trade Adjustment Assistance Funds
 - G. Approval of Budget Adjustments
 - H. Approval of Fiscal Year 2010-11 Financial Audit Reports
 - I. Approval to Issue a Request for Qualifications for External Auditing Services

8. Youth Council
 - A. Approval of an Allocation for Miami Dade College's Future Banker's Training Program
 - B. Approval of an Allocation for the City of Miami Gardens Internship Project
9. Economic Development and Industry Sector Committee
 - A. Information – Consumer Report Card
 - B. Information – Nursing Scholars Program Update
 - C. Approval of a RET Hospitality Training Program
 - D. Approval of New Programs for an Existing Training Vendor
10. Workforce Systems Improvement Committee
 - A. Information – Workforce Services Balanced Scorecard Update
 - B. Information – Refugee Employment & Training Program Balanced Scorecard Update



2.A

SFWIB Meeting

January 5, 2012

Minutes of SFWIB Meeting – October 20, 2011

South Florida Workforce Investment Board Meeting
 October 20, 2011, 9:30 A.M.
 Doubletree by Hilton Miami Airport Hotel
 711 NW 72nd Avenue
 Miami, FL 33126

SFWIB MEMBERS IN ATTENDANCE	SFWIB MEMBERS NOT IN ATTENDANCE	SFWIB STAFF
<ol style="list-style-type: none"> 1. West, Alvin, <i>Chairperson</i> 2. Piedra, Obdulio, <i>Vice-Chairperson</i> 3. Adrover, Bernardo 4. DuBois, Victoria (non-voting) 5. Brown, Clarence 6. Brown, Willie J 7. Bridges, Jeff 8. Chi, Joe 9. Clayton, Lovey 10. Ferradaz, Gilda 11. Fils-Aime, Sr., Daniel 12. Gaber, Cynthia 13. Gazitua, Luis A. 14. Huston, Albert, Jr. 15. Manrique, Carlos 16. Perez, Andre 17. Regueiro, Maria C. 18. Russo, Monica 19. Socorro, Ivonne 20. Talbert, Gregg 21. Walker, Wanda 22. Wiedman, Holly 23. Zewadski-Bricker, Edith 	<ol style="list-style-type: none"> 24. Arboleda, Carlos J. 25. Brecheisen, Bruce 26. Carpenter, Willie 27. Datorre, Roberto 28. Diggs, Bill 29. Gibson, Charles A. 30. Inguanzo, Ramiro 31. Jennings, Donna 32. Jordan, Barbara 33. Ludwig, Philipp N. 34. Manning, Anne 35. Marinelli, Frederick 36. Roberts, Alvin 37. Rodriguez, Pedro 38. Roth, Thomas 39. Scott, Kenneth <p>Assistant County Attorney Mosely, Joni A.</p>	<p>Beasley, Rick Almagro, Olivia Almonte, Ivan Alonso, Gus Edwards, Phillip Fulton, Jocelyn Gomez, Marcela Gomez, Maria Hernandez, Juan Jean-Baptiste, Antoinette Kavehershi, Cheri Morgan, Myria Parodi, Silvio Smith, Marian</p>

OTHER ATTENDEES		
Acedo, Maleidy – <i>Youth Co-Op, Inc.</i>	Kistner, Ken - <i>College of Business and Technology (CBT)</i>	Someillan, Ana – <i>Adult Mankind Organization, Inc. (AMO)</i>
Alexis, Carl – <i>Youth Co-Op, Inc.</i>	Lopez, Omar - <i>Gulf Coast Jewish Family & Community Services(GCJFCS)</i>	Trautman, Paula – <i>AARP Foundation</i>
Antunes, Denyse – <i>Fortis College</i>	Luis - <i>AARP Foundation</i>	
Brown, Delphine – <i>Youth Co-Op, Inc.</i>	Morales, Maria – <i>Arbor E & T, LLC</i>	
Cambronne, Robert – <i>Youth Co-Op, Inc.</i>	Negreina, Lourdes – <i>Miami Dade College (MDC)</i>	
Cela, Jose – <i>SER Jobs for Progress</i>	Pichardo, Jorge - <i>Youth Co-Op, Inc.</i>	
Cepedas, Margarita – <i>UNIDAD of Miami Beach</i>	Pumariega, Madeline – <i>Miami Dade College (MDC)</i>	
Cordoba, Manny – <i>SER Jobs</i>	Quiros, Vivian – <i>Sullivan and Cogliano Training Centers, Inc.</i>	
Costas, Jorge – <i>Youth Co-Op, Inc.</i>	Raines, Scott – <i>Miami Dade College (MDC) - Medical Campus</i>	
Cruz, Teresa – <i>Youth Co-Op, Inc.</i>	Rodriguez, Maria – <i>Youth Co-Op, Inc.</i>	
Dorsette, Debra: <i>Greater Miami Service Corps. (GMSC)</i>	Rosemond, David – <i>UNIDAD of Miami Beach</i>	
Farinas, Irene – <i>Adult Mankind Organization, Inc. (AMO)</i>	Sante, Alicia – <i>Youth Co-Op, Inc.</i>	
Flores, Oscar – <i>American Advance Technician Institute (AATI)</i>	Santiago, Iraida – <i>Fortis College</i>	
Girnun, Arnie – <i>New Horizons, Inc.</i>	Sarao, Aridio - <i>Adult Mankind Organization, Inc. (AMO)</i>	
Gonzalez, Ana M. – <i>City of Hialeah</i>		
Guadalupe, Beatriz – <i>SER Jobs for Progress, Inc. (North Miami Beach)</i>		
Jordan, Sharon – <i>Transition, Inc.</i>		

Agenda items are displayed in the order in which they were discussed.

1. Call to Order and Introductions

Mr. Alvin West, SFWIB Chairman called the meeting to order at 9:30am and asked the members present to introduce themselves. He noted the meeting lacked one member present for a quorum.

4. Executive Director’s Report

SFWIB Executive Director Rick Beasley presented the report and each member received a copy. The report contained information regarding: Federal – Jobs Bill; Federal – Appropriations; Federal – TAA Renewed by Congress; Federal – Unemployment; Local – National Advisory Group – Connecting Homeless Jobseekers; and State – Workforce Florida Inc. regarding the State Workforce Investment Board meeting scheduled for November 9-10, 2011.

[Mr. Luis Gazitua Arrived; **Quorum Achieved**]

Mr. Perez provided an update on Jacksonville’s port as well as the Workforce Florida Executive Board meetings scheduled to be held in Miami.

[Mr. Lovey Clayton Arrived]

2. Approval of SFWIB Meeting Minutes of August 18, 2011 and August 23, 2011

Mr. Albert Huston moved the approval of August 18, 2011 meeting minutes and motion was seconded by Mr. Luis Gazitua; **Minutes Passed**

Mr. Andy Perez moved the approval of August 23, 2011 meeting minutes and motion was seconded by Mr. Bernardo Adrover; **Minutes Passed**

Both minutes (2A & 2B) were unanimously approved

3. Chairman's Report

5. Executive Committee

Mr. West introduced the item and Mr. Beasley further discussed the following items presented at the Executive Committee meeting held on September 20, 2011:

- Communications Plan
- Workforce Board Modification Plan
- The Establishment of a By-Laws Task Force

While discussing the Communications Plan, Mr. Fils-Aime asked whether SFW planned on reaching out to radio stations within the Haitian community. Staff responded, "Yes."

Mr. West announced his selection of members for the By-Laws Task Force.

- ✓ Mr. Bernardo Adrover – Chair
- ✓ Ms. Zewadski-Bricker
- ✓ Mr. Tom Roth
- ✓ Mr. Clarence Brown
- ✓ Mr. Luis Gazitua

He noted that the committee will be supported by staff and Joni Mosely, Assistant Miami-Dade County Attorney.

Motion was duly made by Chairman Alvin West for the creation of a By-Laws Committee consisting of the aforementioned members. It was seconded by Mr. Gregg Talbert; **Motion Passed**

All in favor with no opposition

5. A. Approval to Accept and Allocate Refugee Employment & Training Services Funds

Mr. West read the item into record and Mr. Beasley further discussed.

Mr. Joe Chi moved the approval to accept and allocate refugee employment & training services funds. It was seconded by Mr. Jeff Bridges; **Further discussion:**

Mr. Manrique questioned the amount allocated to Cuban American National Council, Inc. and Mr. Beasley provided additional details.

Mr. Manrique requested amending the above motion with an inclusion that Cuban American National Council, Inc. only be awarded \$538,812 (an amount equivalent to the 2011 revised award) and the remaining difference from the 2012 proposed allocation in the amount of \$720,270 be divided among other service providers. Motion was seconded by Mr. Luis Gazitua; **Further Discussion:**

Mr. Bridges asked whether it's permissible to reallocate unused funds. Both Mr. Piedra and Mr. Adrover responded providing additional explanation regarding reallocation procedures.

One (1) in favor; **Motion Failed**

Original Motion Passed

All in favor with one (1) opposition

6. Finance Committee

6. A. Finance Reports

6. A.1. August 2011 Financial Report

Mr. Piedra presented the item and Mr. Beasley further discussed.

Item Deferred

6. B. Approval to Accept and Allocate Additional LVER Funds

6. C. Approval to Reallocate Refugee Employment Program Funds

Mr. Piedra introduced the above items (6B & 6C) and Mr. Beasley further discussed.

Mr. Andy Perez moved the approval of item numbers 6B and 6C (Approval to Accept and Allocate Additional LVER Funds and the Approval to Reallocate Refugee Employment Program Funds). Motion was seconded by Mr. Jeff Bridges; **Motion Passed**

Both items (6B & 6C) were unanimously approved

7. Youth Council

7. A. Approval to Allocate Youth Program Funds to Support a Fire Academy Training Program Initiative

Ms. Gilda Ferradaz, Youth Council Vice-Chair presented the item.

Mr. Willie Brown moved the Approval to Allocate Youth Program Funds to Support a Fire Academy Training Program Initiative. Motion was seconded by Mr. Jeff Bridges; **Motion Passed**

All in favor with no opposition

7. B. Approval of the Results of the SFWIB-Transition, Inc. Informal Resolution Conference

Ms. Gilda Ferradaz presented the item.

Mr. Joe Chi moved the Approval of the Results of SFWIB -Transition, Inc. Informal Resolution Conference. Motion was seconded by Mr. Clarence Brown; **Motion Passed**

All in favor with no opposition

7. C. Approval to Allocate Additional Youth Program Funds

Ms. Gilda Ferradaz presented the item

Mr. Joe Chi moved the approval to Allocate Additional Youth Program Funds. Motion was seconded by Mr. Jeff Bridges; **Further Discussion:**

Mr. Piedra inquired about the process for transferring youth case files and Mr. Beasley explained that files will be transferred to the nearest Career Center based on the participant's zip code.

Motion Passed

All in favor with no opposition

7. D. Approval of an Allocation of Additional TANF Surplus Funds

Ms. Gilda Ferradaz, Youth Council Vice-Chair presented the item and noted that the Council recommended to the Board the approval to waive the competitive procurement process and award Miami Dade College an allocation of \$450,000 in TANF surplus funds for the following programs:

- Take Stock in Children - \$200,000
- 5,000 Role Models of Excellence - \$100,000
- Programmatic and Administrative costs - \$150,000

Mr. Clarence Brown moved the approval to Allocate Additional Youth Program Funds. Motion was seconded by Mr. Willie Brown; **Further Discussion:**

Mr. Manrique requested additional information regarding the above programs. Ms. Madeline Pumariega from Miami Dade College appeared before the Board and responded to his concerns.

Ms. Zewadski-Bricker asked whether funding will be allocated to programs in Monroe County and staff's response was, "No".

8. Economic Development and Industry Sector Committee

8. A. Information – Total Refunds from Training Vendors

8. B. Informational – Miami-Dade County First Source Hiring Referral Program

Mr. Perez introduced the item and Mr. Beasley further discussed.

Mr. Manrique had questions regarding the Miami-Dade County ordinance for living wage requirements.

8. C. Approval of New Programs for an Existing Training Vendor

Mr. Perez presented the item.

Mr. Carlos Manrique moved the approval of New Programs for an Existing Training Vendor (Miami Dade College (MDC)). Motion was seconded by Ms. Holly Wiedman; **Motion Passed**

All in favor with no opposition

Mr. Perez inquired about the Consumer Report Card and Mr. Beasley briefly discussed with the Board noting that he and staff attended the US Conference of Mayors in Washington D.C. where SFWIB's Balance and Consumer Report Cards were presented and received positive feedback. Mr. West added that the primary purpose for these programs is to ensure accountability.

9. Workforce Systems Improvement Committee

9. A. Information – Workforce Services Balanced Scorecard Update

9. B. Information – Refugee Employment & Training Balanced Scorecard Update

9. C. Approval of Revised PY 11-12 Workforce Services Balanced Scorecard Quality Assurance Performance Measures

[Mr. Perez left the meeting room]

[Mr. Chi left the meeting room]

Mr. Fils-Aime presented the above items (9A-9C) and noted that a quorum of Committee members was present. He additionally read each item into record and reviewed with the Board the Workforce Services Contractors Performance Summary for the period of July 1, 2011 through September 30, 2011 and the Refugee Employment and Training (RET) Contractors Performance Summary for October 1, 2010 through August 31, 2011.

No further questions or discussions

New Business:

The Board discussed the upcoming Workforce Florida, Inc. (WFI) Board meeting scheduled for November 9th and 10th. Mr. Beasley noted due to Federal and State funding **restrictions on the purchase** of food and beverages, sponsorships will gladly be accepted **for the WFI Board dinner**.

Prior to adjourning the meeting, Mr. Manrique requested approving item number 9C to include the decisions made by SFWIB for the North Miami Beach Career Center Contract.

Mr. Manrique moved the approval to award SER Jobs a contract to manage and operate the North Miami Beach Career Center. Motion was seconded by Mr. Adrover; **Motion Passed**

Mr. West adjourned the meeting at 9:47am.



3.

South Florida Workforce Investment Board

January 5, 2012

Chairman's Report

BACKGROUND

The Chair will provide a report.



4.

South Florida Workforce Investment Board

January 5, 2012

Executive Director's Report

BACKGROUND

The Executive Director will provide a report.



4.A

South Florida Workforce Investment Board

January 5, 2012

**Approval of the 2012 SFWIB Meetings
Calendar**

BACKGROUND

The Executive Director recommends to the Board for the Board's approval the attached 2012 meetings calendar.

Attachment

South Florida Workforce Investment Board (SFWIB)
2012 Schedule of Meetings
(Subject to Change)

<u>January</u>	<u>Date</u>	<u>Time</u>
Executive	January 24, 2011	8:15am
<u>February</u>		
EDIS Committee	February 16, 2012	8:00am
Committee and Council	February 16, 2012	8:00am
Board	February 16, 2012	9:30am
Executive	February 28, 2012	8:15am
<u>March</u>		
Executive	March 27, 2012	8:15am
<u>April</u>		
EDIS Committee	April 19, 2012	8:00am
Committee and Council	April 19, 2012	8:00am
Board	April 19, 2012	9:30am
Executive	April 24, 2012	8:15am
<u>May</u>		
Executive	May 22, 2012	8:15am
<u>June</u>		
EDIS Committee	June 21, 2012	8:00am
Committee and Council	June 21, 2012	8:00am
Board	June 21, 2012	9:30am
Executive	June 26, 2012	8:15am
<u>July</u>		
Executive	July 24, 2012	8:15am
<u>August</u>		
EDIS Committee	August 16, 2012	8:00am
Committee and Council	August 16, 2012	8:00am
Board	August 16, 2012	9:30am
Executive	August 28, 2012	8:15am
<u>September</u>		
Executive	September 25, 2012	8:15am
<u>October</u>		
EDIS Committee	October 18, 2012	8:00am
Committee and Council	October 18, 2012	8:00am
Board	October 18, 2012	9:30am
Executive	October 23, 2012	8:15am
<u>November</u>		
Executive	November 27, 2012	8:15am
<u>December</u>		
EDIS Committee	December 20, 2012	8:00am
Committee and Council	December 20, 2012	8:00am
Board	December 20, 2012	9:30am
Executive	December 27, 2012	8:15am



5.A

South Florida Workforce Investment Board

January 5, 2012

**Approval of a Lease for an Opa-locka
Employment & Training Resource Center**

RECOMMENDATION

The Executive Committee recommends to the Board the approval of SFWIB executing a lease with JWV Florida Properties, LLC, c/o 780 Fisherman Management, LLC for a potential Opa-locka employment & training resource center.

BACKGROUND

Youth Co-Op, Inc. previously operated an employment and training services center in the Opa-locka area. The closure of that center has left the area without a well-needed career resource center. As Opa-locka's current 12.30 percent unemployment rate is above both the state (10.30 percent) and national (9.00 percent) rates, Opa-locka Mayor Lady Myra Taylor has communicated to SFWIB an interest in establishing a career resource center in Opa-locka. Accordingly, the SFWIB seeks to enter into a lease with JWV Florida Properties, LLC, c/o 780 Fisherman Management, LLC to rent a space in the Opa-locka community wherein employment and training services can be delivered.

Youth Co-Op, Inc. has expressed a desire to resume delivering employment and training services at an Opa-locka-based facility. Thus, SFWIB intends to execute a MOU with Youth Co-Op, Inc. for Youth Co-Op, Inc. to use the space to deliver employment and training services. No SFWIB funds will be allocated to Youth Co-Op, Inc. under the terms of the MOU.

The facility is located at Town Center One, 780 Fisherman Street, 1st floor, Opa-locka, Florida, 33054, consists of 3,659 sq. ft., and costs \$6,098.33 per month (\$20.00 per rentable square foot). The projected lease term is 60 months.



5.B

South Florida Workforce Investment Board

January 5, 2012

Approval of a Lease for a South Miami Career Center

RECOMMENDATION

The Executive Committee recommends to the Board the approval of SFWIB executing a rent-free lease with the City of South Miami Community Redevelopment Agency for a potential South Miami Career Center.

BACKGROUND

The South Miami Community Redevelopment Agency (SMCRA), created to revitalize South Miami's slums and blighted areas, is offering SFWIB rent-free its facility located at 5825 SW 68th Street for a potential career center. The lease agreement would save SFWIB an average of \$67,874.00 in annual rent fees. The dimensions of the space are 24.5 feet by 36.5 feet, approximately 1,528 square feet.

SFWIB staff has determined the need for a City of South Miami-based Career Center to fulfill the workforce needs of the city's businesses and jobseekers as the closest available center is the West Dade Career Center (6 miles away) in Miami-Dade County's Westchester community. The Perrine Career Center is the second closest, roughly 9 miles away.



6.A

South Florida Workforce Investment Board

January 5, 2012

**Approval of Amendments to the By-Laws
of the SFWIB**

RECOMMENDATION

The By-Laws Committee recommends to the Board the approval of amendments to the SFWIB By-Laws as set forth below.

BACKGROUND

The SFWIB approved the creation of the By-Laws Committee at its October 20, 2011 meeting. The By-Laws Committee held its inaugural meeting on December 5, 2011, and the committee members proposed the following amendments to the By-Laws:

1. Empower the Executive Committee to approve SFWIB agenda items where the SFWIB lacks a quorum and the Executive Committee has a quorum; SFWIB agenda items approved by the Executive Committee will be presented to the SFWIB at the Board's next scheduled meeting as information items;
2. Replace the Finance Committee with an Audit Committee and enable the Executive Committee to subsume the powers of the Finance Committee;
3. No longer require a two-thirds vote of the entire Board where the Board enters into a contract with an organization or individual represented on the Board; instead the contract must be approved by a two-thirds vote of the Board, a quorum having been established;
4. Within the Program Year, Board members who have missed two meetings are mailed a warning letter apprising them of the importance of their commitment to the Board; where a Board member has missed three meetings, a letter is mailed to the Chief Elected Official who appointed the member notifying the Chief Elected Official of the member's attendance record.

A draft of the amended By-Laws is attached; all changes have been tracked.

Attachment

BY-LAWS OF THE SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

Article I - Authority

- (A) Pursuant to Paragraph 1.f. of the Interlocal Agreement Creating The South Florida Workforce Investment Board For Region 23 of the State of Florida, Chapter 445, Florida Statutes, and applicable State and federal law, the South Florida Workforce Investment Board (hereinafter the "SFWIB") hereby creates and establishes SFWIB By-Laws for the governance of the South Florida Workforce Investment Board. The composition of the SFWIB and the appointment, terms, and removal of members of the SFWIB are set forth in Paragraph 1.k. of the Interlocal Agreement Creating The South Florida Workforce Investment Board For Region 23 Of The State Of Florida.

Article II - Adoption and Amendment

- (A) The SFWIB shall adopt these By-Laws at any meeting of the SFWIB upon the affirmative vote of a majority of the then appointed membership of the SFWIB who are empowered to vote.
- (B) Amendment of these By-Laws may occur at any meeting of the SFWIB upon fourteen calendar days prior notice to the members of the SFWIB that amendment of these By-Laws shall be on a particular agenda of the SFWIB and upon the affirmative vote of two-thirds of the then appointed members of the SFWIB who are empowered to vote.

Article III - Officers of the Board

- (A) The Chair of the SFWIB shall be elected by the SFWIB at a meeting of the SFWIB in accordance with Pub. L. No. 105-220, Title I, s. 117(b)(2)(A)(i). The Chair may be

removed from office as Chair without cause at any time upon the affirmative vote of a majority of the then appointed members of the SFWIB who are empowered to vote.

- (1) The Chair of the SFWIB shall be the presiding officer at all meetings of the SFWIB.
- (2) The term of the Chair of the SFWIB shall not exceed two years and shall serve no more than two terms in office or four years, whichever is less.
- (3) The Chair of the SFWIB shall appoint all of the chairs of committees and task forces of the SFWIB and all members of all committees and task forces of the SFWIB, subject to the approval or ratification of the SFWIB. All such committee and task force chairs and members of committees and task forces of the SFWIB shall serve at the pleasure of the Chair of the SFWIB and the Chair of the SFWIB may remove the chair of any such committee or task force and any and all such committee members or task force members, without cause at any time.
- (4) The Chair of the SFWIB shall serve as a nonvoting, *ex officio* member of all committees of the SFWIB and task forces of the SFWIB and the presence of the Chair of the SFWIB shall not count for the purposes of determining the existence of a quorum at any meeting of a SFWIB committee or SFWIB task force.

- (B) The Vice-Chair of the SFWIB shall be elected by the SFWIB at a meeting of the SFWIB. The Vice-Chair shall be elected from among the representatives described in Pub. L. No. 105-220, Title I, s. 117(b)(2)(A)(i). The Vice-Chair may be removed from office as Vice-Chair without cause at any time upon the affirmative vote of a majority of the then appointed members of the SFWIB who are empowered to vote.

- (1) The Vice-Chair of the SFWIB shall be the presiding officer at any meeting of the SFWIB when the Chair of the SFWIB is absent.
 - (2) The term of the Vice-Chair of the SFWIB shall not exceed two years and shall serve no more than two terms in office or four years, whichever is less.
 - (3) In the event that the office of the Chair of the SFWIB is vacant, the Vice-Chair shall assume the duties and powers set forth in (A)(1), (3) and (4) hereinabove until such time as the office of the Chair of the SFWIB is no longer vacant.
- (C) The Executive Director of the SFWIB shall serve *ex officio* as the Secretary of the SFWIB.
- (1) The Secretary is hereby empowered to authenticate and certify documents of the SFWIB and to utilize the official seal of the SFWIB to authenticate and certify documents of the SFWIB.
 - (2) The Secretary shall seek to insure that the proceedings of all SFWIB meetings, SFWIB committee meetings, and SFWIB task force meetings and any other meetings of the SFWIB are noticed and recorded in accordance with the Public Meetings Law of the State of Florida.
 - (3) In the absence or unavailability of the Secretary of the SFWIB, the Secretary shall appoint a member of the staff of the SFWIB to serve as the Secretary Pro Tern for any such meeting. The Chair of the SFWIB shall be notified of such appointment, or, in the event of a vacancy in the office of the Chair, the Vice-Chair shall be notified of such appointment.
 - (4) In the event that the office of the Secretary is vacant, the Chair, or in the event of a vacancy in the office of the Chair, the Vice-Chair, shall appoint a member of the

staff of the SFWIB to serve as the Secretary Pro Tem of the SFWIB until such time as the office of the Secretary of the SFWIB is no longer vacant.

Article IV - Committees and Task Forces

(A) The ~~Finance~~ Audit Committee shall be a standing committee of the SFWIB and shall meet with respect to those matters assigned to said Committee by the Chair or, in the event there is a vacancy in the office of the Chair, by the Vice-Chair.

Formatted: Strikethrough
Formatted: Highlight

The ~~Finance~~ Audit Committee shall make recommendations to the SFWIB on the matters so assigned to the ~~Finance~~ Audit Committee.

Formatted: Strikethrough
Formatted: Highlight
Formatted: Strikethrough

(B) The Executive Committee shall be a standing committee of the SFWIB. In the event that the SFWIB is unable to meet a quorum, the Executive Committee may act on behalf of the SFWIB on all matters on the SFWIB agenda where quorum was not met. The Executive Committee shall also meet with respect to those matters assigned to said Committee by the Chair or, in the event there is a vacancy in the office of the Chair, by the Vice-Chair. The Executive Committee shall make recommendations to the SFWIB on the matters so assigned to the Executive Committee.

Formatted: Highlight
Formatted: Highlight

(C) All other committees of the SFWIB and task forces of the SFWIB shall be established in accordance with federal and State law by the Chair, or in the event of a vacancy in the office of the Chair, by the Vice-Chair, subject to the approval or ratification of the SFWIB. All committees and task forces shall be consistent with federal and State law. All committees and task forces shall have the power to make recommendations to the SFWIB on the matters assigned to the committee or

task force by the Chair, or in the event there is a vacancy in the office of the Chair, by the Vice-Chair.

Article V - Procedure

- (A) All meetings of the SFWIB, committees of the SFWIB and task forces of the SFWIB shall be conducted in accordance with Robert's Rules of Order, 10th Edition, First Printing October 2000, ISBN-0-7382-0384-X (hardback)/ 0-7382-0307-6 (paperback), except that the SFWIB By-Laws shall prevail in the event of a conflict with the aforesaid Robert's Rules of Order, 10th Edition. Except as provided in Section 445.07, Fla. Stat. or as otherwise provided in the SFWIB By-Laws, an affirmative vote of a majority of the voting members of the quorum present shall be required for the SFWIB to take any action and for committees and task forces of the SFWIB to take any action.
- (B) Any member of the SFWIB or any member of any committee or task force of the SFWIB with a conflict of interest on a matter shall refrain from voting or otherwise participating in the proceedings related to that matter and shall leave the public meeting room or other place of the public meeting until the consideration of that matter is concluded. Any such person who does not leave the public meeting room or other place of the public meeting shall be deemed absent for purposes of constituting a quorum, counting the vote or for any other purpose.
- (C) The SFWIB shall meet not less than four times per calendar year. Special meetings of the SFWIB may be called by the Chair, or in the event of a vacancy in the office of the Chair, by the Vice-Chair or by a request in writing signed by not less than a majority of the then appointed members of the SFWIB who are

empowered to vote and said written, executed request is filed with the Secretary of the SFWIB.

(D) In accordance with Chapter 445, Florida Statutes, if the SFWIB enters into a contract with an organization or individual represented on the SFWIB, the contract must be approved by a two-thirds vote of the entire SFWIB. The Board member who could benefit financially from the transaction must abstain from voting on the contract. Regardless of whether or not a particular member or members of the SFWIB will be attending the meeting of the SFWIB when such contract may be discussed or approved by the SFWIB at a public meeting of the SFWIB, it shall be the duty of all members of the SFWIB, regardless of the member's intention or plan to attend or not to attend such meeting, to contact and advise the Secretary of the SFWIB of any such contract as soon as possible and prior to any such contract being considered by the SFWIB for discussion or action or vote.

(E) In the event that any member of the SFWIB fails to be physically present at ~~fifty (50) percent or~~ **two (2) or more** of the meetings of the SFWIB, excluding committee and task force meetings of the SFWIB, occurring during any twelve (12) month period, then ~~it shall be the duty and responsibility of~~ the Executive Director of the SFWIB ~~to~~ **shall send a letter to the SFWIB member notifying the member of his or her absences. In the event that any SFWIB member fails to be physically present at three (3) or more of the meetings of the SFWIB, excluding committee and task force meetings of the SFWIB, occurring during any twelve (12) month period, then**

Formatted: Strikethrough

Formatted: Highlight

Formatted: Strikethrough

Formatted: Strikethrough

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

the Executive Director shall notify the Chief Elected Official who appointed the member and recommend on behalf of the SFWIB that the member be removed from the SFWIB.

Formatted: Highlight



7.A.1

South Florida Workforce Investment Board

January 5, 2012

October 2011 Financial Report

BACKGROUND

The un-audited financial report for the month ending October 31, 2011 will be reviewed.

Attachment



7.B

South Florida Workforce Investment Board

January 5, 2012

Approval to Accept Additional WIA Adult Funds

RECOMMENDATION

The Finance Committee recommends to the Board the approval to authorize staff to accept additional WIA Adult Program funds as set forth below.

BACKGROUND

On August 18, 2011, the SFWIB approved the Fiscal Year 2011-12 budget which includes \$7,588,814 in funding for the WIA Adult program. On November 14, 2011, the Department of Economic Opportunity (DEO) released a Notification of Fund Availability (NFA) to Regional Workforce Board 23 for an additional \$700,530 in PY 2011-12 WIA Adult funds.

The WIA Adult program provides employment and training services to all adults, plus specialized training services to economically disadvantaged adults facing serious barriers to employment. State law requires that 50% of the funding be allocated for training and support services.



7.C

South Florida Workforce Investment Board

January 5, 2012

**Approval to Accept Additional WIA
Dislocated Worker Funds**

RECOMMENDATION

The Finance Committee recommends to the Board the approval to authorize staff to accept additional WIA Dislocated Worker Program funds as set forth below.

BACKGROUND

On August 18, 2011, the SFWIB approved the Fiscal Year 2011-12 budget which includes \$8,730,576 in funding for the WIA Dislocated Worker program. On November 14, 2011, the Department of Economic Opportunity (DEO) released a Notification of Fund Availability (NFA) to Regional Workforce Board 23 for an additional \$840,086 in PY 2011-12 WIA Dislocated Worker funds.

The WIA Dislocated Worker program provides employment and training services to workers affected by plant closures and other layoffs. State law requires that 50% of the funding be allocated for training and support services.



7.D

South Florida Workforce Investment Board

January 5, 2012

Approval to Accept and Allocate Additional FSET Funds

RECOMMENDATION

The Finance Committee recommends to the Board the approval to authorize staff to accept and allocate additional FSET Program funds as set forth below.

BACKGROUND

On August 18, 2011, the SFWIB approved the Fiscal Year 2011-12 budget which includes \$1,198,249 in funding for the FSET program for October 2011 to June 30, 2012. On October 26, 2011, the Department of Economic Opportunity (DEO) released a Notification of Fund Availability (NFA) to Regional Workforce Board 23 for \$1,454,240, which represents an additional \$255,991 in FSET funding.

The FSET program provides employment and training services to individuals that are receiving food stamp financial assistance.

Staff recommends the following allocations:

	FSET
Perrine	\$ 21,713
Little Havana	\$ 20,719
West Dade	\$ 14,438
North Miami Beach	\$ 12,448
Carol City	\$ 31,462
Hialeah Gardens	\$ 14,807
Homestead	\$ 14,438
Miami Beach	\$ 7,276
City of Hialeah	\$ 10,459
Northside	\$ 65,481
Transitions	\$ -
Facilities	\$ 12,800
HQ Adm/Prog.	\$ 12,800
Monroe County	\$ 17,151
TOTAL	\$255,991



7.E

South Florida Workforce Investment Board

January 5, 2012

Approval to Allocate Additional Carry-Forward Funds

RECOMMENDATION

The Finance Committee recommends to the Board the approval to allocate WIA and TANF Carry-Forward funds as set forth below.

BACKGROUND

On August 18, 2011, the SFWIB approved the Fiscal Year 2011-12 budget. The FY 11-12 approved budget included an estimated \$19,277,898 in carry-forward funds. Following the end of the financial closeouts with the State, it was determined that there are additional carry-forward dollars totaling \$3,211,850.

Staff recommends the following allocations for the use of the additional carry forward funds.

WIA Adult		WIA Dislocated	
Staff	Training	Staff	Training

Perrine	\$42,908	\$48,059	\$63,557	\$71,187
Little Havana	\$58,568	\$65,599	\$106,133	\$118,874
West Dade	\$36,622	\$41,018	\$148,872	\$166,744
North Miami Beach	\$75,838	\$84,943	\$34,048	\$38,135
Carol City	\$41,509	\$46,492	\$48,323	\$54,124
Hialeah Gardens	\$29,913	\$33,504	\$50,676	\$56,760
Homestead	\$21,747	\$24,357	\$41,567	\$46,557
Miami Beach	\$33,918	\$37,989	\$93,406	\$104,620
City of Hialeah	\$41,818	\$46,839	\$127,730	\$143,063
Northside	\$97,115	\$108,774	\$49,885	\$55,874
Transitions	\$25,338	\$28,380	\$68,244	\$76,437
Facilities	\$30,330	\$-	\$49,967	\$-
HQ Adm/Prog.	\$30,330	\$-	\$49,967	\$-
Monroe County	\$40,642	\$40,642	\$66,955	\$66,955
TOTAL	\$606,595	\$606,595	\$999,330	\$999,330



7.F

South Florida Workforce Investment Board

January 5, 2012

**Approval to Accept and Allocate Trade
Adjustment Assistance Funds**

RECOMMENDATION

The Finance Committee recommends to the Board the approval to authorize staff to accept and allocate Trade Adjustment Assistance Funds as set forth below.

BACKGROUND

On August 18, 2011, the SFWIB approved the Fiscal Year 2011-12 budget which did not include “Pass Thru” funds for the Trade Adjustment Assistance Program (TAA). Pass Thru funds are funds that the State awards to the regional workforce boards for use in defraying local Board costs incurred in connection with programs operated by the State. On August 16, 2011, the Florida Department of Economic Opportunity (DEO) released a Notification of Fund Availability (NFA) to Regional Workforce Board 23 for \$29,500 in TAA pass thru funds.

The [Trade Adjustment Assistance Program](#) is a federal program established under the [Trade Act of 1974](#) that provides aid to workers who lose their jobs or whose hours of work and wages are reduced as a result of increased imports. The TAA program offers a variety of benefits and reemployment services to help unemployed workers prepare for and obtain suitable employment. Workers may be eligible for training, job search and relocation allowances, income support, and other reemployment services.

Staff recommends that the \$29,500 in TAA pass thru funds be accepted and allocated to the SFWIB facilities budget.



7.G

South Florida Workforce Investment Board

January 5, 2012

Approval of Budget Adjustments

RECOMMENDATION

The Finance Committee recommends to the Board the approval to authorize staff to modify the Fiscal Year Budget as set forth below.

BACKGROUND

On August 18, 2011, the SFWIB approved the Fiscal Year 2011-12 budget which included various assumptions with respect to the expected level of funding for the fiscal year. Subsequent to the Board approval of the budget, SFWIB received notifications of funding awards from the State which included award amounts different from those that had been included in the approved budget, as shown below:

Program	Award Amount	Budget Amount	Difference
Reemployment and Eligibility Assessments	\$ 1,127,690	\$ 1,128,273	\$ (583)
Military Family Employment	\$ 61,345	\$ 73,007	\$ (11,662)
Refugee Employment	\$ 10,659,000	\$ 11,220,000	\$ (561,000)

Staff recommends the Finance Committee's approval to modify the Fiscal Year 2011/12 budget for the above differences.



7.H

South Florida Workforce Investment Board

January 5, 2012

**Approval of Fiscal Year 2010-11 Financial
Audit Reports**

RECOMMENDATION

The Finance Committee recommends to the Board the approval of the Fiscal Year 2010-11 financial audit reports.

BACKGROUND

The fiscal year 2010-2011 SFWIB audit was recently completed by Anthony Brunson, CPA, who is a partner at Sharpton, Brunson & Company, P.A.

The audit of the financial statements was performed pursuant to generally accepted auditing standards, government auditing standards, and the Rules of Florida's Auditor General. It included a review of internal controls as well as compliance with applicable laws and regulations.

The audit resulted in an unqualified audit opinion on the financial statements and OMB Circular A-133 Report. No significant deficiencies or material weaknesses were noted in the internal control systems, and no matters of noncompliance were noted pursuant to the OMB Circular A-133.

Mr. Brunson will present the audit results to the members of the committee.

Attachments



7.I

South Florida Workforce Investment Board

January 5, 2012

**Approval to Issue a Request for
Qualifications for External Auditing Services**

RECOMMENDATION

The Finance Committee recommends to the Board the approval to authorize staff to issue a Request for Qualifications (RFQ) for external auditing services.

BACKGROUND

The current contract with Sharpton, Brunson and Company, P.A. for auditing services was competitively procured in 2009. That contract expires on June 30, 2012.

SFWIB staff is seeking external auditing services in an amount not to exceed \$130,000 for the audits of three Fiscal Years, 2012 to 2014. The 2012/13 audit process will begin immediately following the close of the current fiscal year.



8.A

South Florida Workforce Investment Board

January 5, 2012

Approval of an Allocation for Miami Dade College's Future Banker's Training Program

RECOMMENDATION

The Youth Council recommends to the Board the approval to allocate youth funding in an amount not to exceed \$25,000.00 in Workforce Investment Act (WIA) Youth funds to Miami Dade College, for the period of January 1, 2012 to June 30, 2012, to support the Future Banker's Training Program.

BACKGROUND

The Miami Dade College (MDC) School of Business and the Center for Financial Training (CFT) operates a Future Banker's Camp program. The Future Banker's Camp is designed to motivate and tap into the talent of minority students from low-income areas, providing them a clear and promising career path in the financial services industry. The program is a collaboration with MDC School of Business, Center for Financial Training (CFT), Miami Dade County Public Schools, and local financial services institutions.

The Future Banker's Camp is geared toward rising high school juniors and seniors from high-risk neighborhoods. The program has been developed to enhance the student's math and communications skills. The Future Bankers Camp will prepare 20 high school students to successfully complete additional educational classes and gain employment in financial services. The Future Bankers Camp has two main components: (1) a course of classroom study and (2) on-site training and paid job shadowing/internship experiences.

After completing the program, students are eligible to receive the American Bankers Association (ABA), American Institute of Banking (AIB) Bank Teller Certificate. This national industry-standard certificate also meets the educational requirements to sit for the certification exam offered by the Institute of Certified Bankers (ICB). Students who graduate high school are eligible for Miami Dade College's Vocational Certificate, a stepping stone allowing them to work toward the AS Degree in Financial Services. Students will participate in industry internships with partner financial institutions with the possibility of entry level employment.

The Future Bankers Camp's innovative education and training program addresses three areas of the State's Strategic Imperatives: (1) helps to strengthen foundation skills (English, Communications and Math), (2) improves career and college readiness by immersing young people in college-level coursework and providing them with real-life experiences, and (3) develops understanding of opportunities for postsecondary degrees and certificates, as well as financial literacy skills needed for life.

In following the procurement process of Miami-Dade County Administrative Order No. 3-38, it is recommended that SFWIB waive competitive procurement as it is recommended by the Executive Director that this is in the best interest of SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award to Miami Dade College an allocation not to exceed \$25,000.00 in Workforce Investment Act (WIA) Youth funds to provide the Future Bankers Camp Program.



8.B

South Florida Workforce Investment Board

January 5, 2012

**Approval of an Allocation for the City of
Miami Gardens Internship Project**

RECOMMENDATION

The Youth Council recommends to the Board the approval to allocate youth funding in an amount not to exceed \$100,000.00 in Workforce Investment Act (WIA) Youth funds for the period of January 1, 2012 to December 31, 2012 to the City of Miami Gardens to support the City of Miami Gardens' Internship Project.

BACKGROUND

The City of Miami Gardens developed an Internship Project to create a pipeline for young adults residing in the City of Miami Gardens to receive instructional and mentoring activities with the goal of facilitating a ready entry-level workforce for positions within the City of Miami Gardens.

The project provides professional work experience, enabling young adults to gain practical employment skills in the field of public administration as well as an understanding of the workplace in a government setting. The young adults will work alongside administrators within various participating City of Miami Gardens Departments.

The Project is scheduled to begin January 2012 and will target 10 young adults (five high school and five college students). To participate in the project, a young adult must be a qualified individual between the ages of 16-21, be eligible to work in the United States, comply with the City of Miami Gardens' employment requirements, and must meet WIA income and eligibility requirements. Qualified applicants may earn \$10.00 to \$12.00 per hour and must be able to commit up to 20 hours per week for approximately 32 weeks.

In following the procurement process of Miami-Dade County Administrative Order No. 3-38, it is recommended that SFWIB waive competitive procurement as it is recommended by the Executive Director that this is in the best interests of SFWIB. A two-thirds (2/3) vote of the quorum present is required to waive the competitive procurement process and award Miami Gardens funding to provide services to young adults under the Workforce Investment Act.



9.A

South Florida Workforce Investment Board

January 5, 2012

Consumer Report Card

Information Item

BACKGROUND

The SFWIB ITA Policy requires the monitoring of the performance of SFWIB approved Training Vendors. Accordingly, staff developed and implemented the Consumer Report Card Tool. The tool is an on-line report that updates ITA performance on a daily basis. The goal of the tool is to function as an "ITA Consumer Report Card," enabling the consumer (participant) as well as the Career Advisor the ability to check on the success of individual programs and to evaluate the economic benefit per placement by program.

The attached Consumer Report Card table (dated December 8, 2011) indicates that the South Florida economy increased by \$3,422,141. For every dollar spent on training, SFWIB obtained a return of \$3.66. Nearly 89 percent of the WIA participants completed classroom training. Of those completing training, 66.49 percent have obtained employment with an average wage of \$16.76. Ninety-three percent of the participants were placed in an occupation they trained for. The net economic benefit per placement is \$27,377.

Attachment

Consumer Report Card

07/01/2011 - 06/30/2012

Training Agent	Total Outcome	Number of Completions	Number of Placements	% of Placements	# of Training Related Placements	% of Total Training Related Placements	Training Expenditures			Economic Benefit		Net Economic Benefit Per Placement	Value Added per Placement
							Avg. Cost Per Participant	Total Completion Expenditures	Total Expenditure Per Placement	Average Wage	Average Economic Benefit		
Advanced Technical Centers	4	4	4	100.00 %	4	100.00 %	\$ 3,071.88	\$ 12,287.50	\$ 3,071.88	\$ 11.73	\$ 24,403.60	\$ 21,331.73	\$ 6.94
American Advanced Technicians Institute	17	16	11	68.75 %	10	90.91 %	\$ 5,371.84	\$ 85,949.51	\$ 7,813.59	\$ 11.60	\$ 24,122.33	\$ 16,308.74	\$ 2.09
ATI Career College of Health - Medical Campus	2	1	-	0.00 %	-	0.00 %	\$ 3,362.25	\$ 3,362.25	-	-	-	-	-
ATI Career Training Center - Miami Campus	2	1	-	0.00 %	-	0.00 %	\$ 737.25	\$ 737.25	-	-	-	-	-
College of Business & Technology	6	6	1	16.67 %	1	100.00 %	\$ 4,102.83	\$ 24,616.95	\$ 24,616.95	\$ 12.00	\$ 24,960.00	\$ 343.05	\$ 0.01
Compu-Med Vocational Careers Corp.	2	2	1	50.00 %	1	100.00 %	\$ 2,986.00	\$ 5,971.99	\$ 5,971.99	\$ 8.50	\$ 17,680.00	\$ 11,708.01	\$ 1.96
Dade Medical College, Inc	1	1	-	0.00 %	-	0.00 %	\$ 2,461.00	\$ 2,461.00	-	-	-	-	-
Everest Institute (Hialeah)	1	-	-	0.00 %	-	0.00 %	\$ 1,690.38	-	-	-	-	-	-
Florida Education Institute, Inc.	1	1	-	0.00 %	-	0.00 %	\$ 5,679.81	\$ 5,679.81	-	-	-	-	-
Florida International University (MARC130)	3	3	3	100.00 %	3	100.00 %	\$ 5,029.44	\$ 15,088.31	\$ 5,029.44	\$ 14.74	\$ 30,659.20	\$ 25,629.76	\$ 5.10
Florida National College	6	4	1	25.00 %	1	100.00 %	\$ 4,613.85	\$ 18,455.41	\$ 18,455.41	\$ 8.00	\$ 16,640.00	(\$ 1,815.41)	(\$ 0.10)
Keiser Career College	2	1	1	100.00 %	1	100.00 %	\$ 4,466.87	\$ 4,466.87	\$ 4,466.87	\$ 20.00	\$ 41,600.00	\$ 37,133.14	\$ 8.31
Main Campus	2	2	-	0.00 %	-	0.00 %	\$ 2,338.50	\$ 4,677.00	-	-	-	-	-
MDCP SCHOOLS (ALL)	17	15	9	60.00 %	8	88.89 %	\$ 2,654.77	\$ 39,821.55	\$ 4,424.62	\$ 11.30	\$ 23,513.24	\$ 19,088.63	\$ 4.31
Metropolitan Trucking and Technical Institute	2	2	-	0.00 %	-	0.00 %	\$ 2,830.00	\$ 5,660.00	-	-	-	-	-
Miami-Dade College	40	29	20	68.97 %	20	100.00 %	\$ 3,311.57	\$ 96,035.57	\$ 4,801.78	\$ 19.42	\$ 40,392.56	\$ 35,590.78	\$ 7.41
New Horizons	29	29	23	79.31 %	23	100.00 %	\$ 7,568.98	\$ 219,500.50	\$ 9,543.50	\$ 18.55	\$ 38,593.95	\$ 29,050.45	\$ 3.04
New Professions Technical Institute	2	1	-	0.00 %	-	0.00 %	\$ 3,896.25	\$ 3,896.25	-	-	-	-	-
SABER	5	5	2	40.00 %	2	100.00 %	\$ 5,788.58	\$ 28,942.90	\$ 14,471.45	\$ 15.00	\$ 31,200.00	\$ 16,728.55	\$ 1.16
South Florida Career Institute	1	1	1	100.00 %	1	100.00 %	\$ 4,686.50	\$ 4,686.50	\$ 4,686.50	\$ 14.50	\$ 30,160.00	\$ 25,473.50	\$ 5.44
South Florida Institute of Technology, Inc.	5	5	3	60.00 %	3	100.00 %	\$ 2,474.68	\$ 12,373.40	\$ 4,124.47	\$ 10.33	\$ 21,493.33	\$ 17,368.87	\$ 4.21
Sullivan And Cogliano	27	26	18	69.23 %	14	77.78 %	\$ 5,112.93	\$ 132,936.07	\$ 7,385.34	\$ 13.37	\$ 27,810.76	\$ 20,425.42	\$ 2.77
Technical Career Institute	6	6	2	33.33 %	2	100.00 %	\$ 5,503.41	\$ 33,020.44	\$ 16,510.22	\$ 10.00	\$ 20,800.00	\$ 4,289.78	\$ 0.26
The Academy of South Florida, Inc.	22	21	21	100.00 %	20	95.24 %	\$ 8,840.09	\$ 185,641.91	\$ 8,840.09	\$ 25.22	\$ 52,450.67	\$ 43,610.58	\$ 4.93
The CDL School	6	6	4	66.67 %	3	75.00 %	\$ 3,327.00	\$ 19,962.00	\$ 4,990.50	\$ 11.38	\$ 23,660.00	\$ 18,669.50	\$ 3.74
	211	188	125	66.49 %	117	93.60 %	\$ 4,979.49	\$ 936,144.95	\$ 7,489.16	\$ 16.76	\$ 34,866.29	\$ 27,377.13	\$ 3.66



9.B

South Florida Workforce Investment Board

January 5, 2012

Nursing Scholars Program Update

Information Item

BACKGROUND

At its October 15, 2009 meeting, the SFWIB approved the RN Nursing Scholarship Program, a SFWIB, Miami Dade College (MDC) and University of Miami Hospital (UMH) collaboration. The initial amount awarded was up to \$520,000.00 to train up to 40 participants with a potential cost per participant at \$13,000. The program provides training and employment to participants who successfully complete the program. MDC delivered the classroom training and UMH furnished the program's required clinical component and all participant placements. SFWIB contributed to the program by covering the cost of training and training-related services (e.g. tuition, books, and uniforms) through Individual Training Accounts (ITAs).

The total cost expended for the 18-month program is \$203,667.69. Payment was invoiced in two intervals based upon the SFWIB Program Year (2009-10 and 2010-11). On June 30, 2011, the funding for the program expired.

The Nursing Scholars program help increased the South Florida economy by \$697,794 dollars. For every dollar spent on the program, SFWIB obtained a return of \$3.43. A total of 22 participants were enrolled in the program. To date, 18 participants (81 percent) have completed the training. Ninety-four percent (17) of the participants have passed the NCLEX exam. Sixteen participants (94 percent) are gainfully employed at the University of Miami Hospital with an average annual salary of \$53,027 (\$25.49 per hour). The net economic benefit per placement is \$43,612.



9.C

South Florida Workforce Investment Board

January 5, 2012

Approval of a RET Hospitality Training Program

RECOMMENDATION

The EDIS Committee recommends to the Board the approval of applying up to \$300,000.00 in Refugee Employment & Training Program (RET) funds to purchase a cohort at Miami Dade College (MDC) to train up to 363 RET participants in Hospitality Management.

BACKGROUND

The Florida Department of Children and Families (DCF) Refugee Services awarded SFWIB \$300,000 for short-term training for RET participants. DCF Refugee Services approved MDC's Hospitality Management Program as appropriate short-term training, affording eligible RET participants an opportunity to acquire specific job skills and industry-recognized certification.

The Hospitality Management Training Program is a partnership between SFWIB and MDC; SFWIB will cover the training and training-related expenses for program participants and MDC will deliver the training services. The five-week program consists of 50 hours of instruction in hospitality job training and 40 hours of customized industry-related instruction in English.

The American Hotel and Lodging Association curriculum will be utilized throughout the program, ensuring that participants receive an extensive overview of the lodging and food and beverage industry and gain the skills needed for positions in housekeeping, laundry and food and beverage at most hotels and/or food and beverage establishments.

The following table highlights the program's anticipated outcomes; the completion, placement, economic benefit per placement, net economic benefit per placement and return on investment outcomes are based on the ITA Policy's 70 percent benchmark:

Total Funding:	\$300,000
Number to Be Trained:	363
Projected Completions:	254
Projected Placements :	177
Program Cost:	\$825 Cost per Participant
Program Length:	90 Hours, 5 weeks
Housekeeping/Food Servers Occupations:	Annual Average Salary \$18,407
Net Economic Benefit Per Placement:	\$17,583
Return on Investment:	\$10.44



9.D

South Florida Workforce Investment Board

January 5, 2012

Approval of New Programs for an Existing Training Vendor

RECOMMENDATION

The EDIS Committee recommends to the Board the approval of new programs for existing Training Vendors – Florida Education Institute, Inc. (FEI) and Azure College, Inc. (Azure College).

BACKGROUND

Federal and state law permit regional workforce boards to independently develop criteria for the selection and maintenance of Training Vendors and programs. In Region 23, the current process to become an approved Training Vendor involves staff evaluation of an applicant's programmatic and fiscal capabilities. For an existing Training Vendor who requests the addition of a new program or campus, staff reviews only programmatic capabilities. Vendor requests passing staff's review are presented to the EDIS Committee for a recommendation for Board approval.

Request to Add Programs:

FEI – Practical Nursing, Diploma
Azure College – Nursing, A.S.
Azure College – Radiologic Technology, A.S.
Azure College – Practical Nursing, Diploma
Azure College – Basic X-Ray Technology, Diploma
Azure College – Hemodialysis Technician, Diploma

The schools listed above passed staff's program addition review. Each school's FL Department of Education Commission for Independent Education license and programs offered form is attached for the members of the Committee to review.

Attachment

Azure College, Inc

Note: ITAs are issued in accord with the SFWIB ITA Policy; the initial ITA may cover up to and including 50 percent of the program's maximum ITA amount; the subsequent ITA is issued upon the participant's arrival at the midpoint of the training program's life and may cover up to and including the remaining 50 percent of the program's maximum ITA amount. **Pell Grants:** All participants are required to apply for the Pell Grant and if Pell eligible and the program is a Pell eligible program, then the Pell Grant must be used first to cover tuition costs. ITAs only cover up to one year of training and neither A.A. nor Bachelor degrees are covered by ITAs. **Tuition Refunds:** For guidance on issuing refunds, refer to the SFWIB Standardized Refund Policy. **Notice:** Case Managers shall advise participants that they may be required to obtain student loans and/or other grants to cover the cost of the program that they wish to enroll in if the ITA amount and the Pell Grant, if eligible for Pell, does not cover the full cost of the program. **SFWIB will not be responsible for any debts that the participants incur.**

Institutional Fees																						
																2011 - 2012 TOL		Wage				
																Rate						
Program Offered	License/ Certification (Yes/No)	CIP Code	Clock Hours	Credit Hours	Course Length (estimated in months)	Tuition Cost	A	B	C	D	E	F	G	H	MAX ITA AMT (Determined by SFWIB)	Pell Eligible (Yes/No)	Comparable Public School Program (Determined by SFWIB)	2011-2012 TOL Occupations & SOC)	Related (Name)	Entry	Mean	Comments
A.S./A.A.S. Degree Programs																						
Nursing (ASN) Degree Generic	YES	351380100		112.5	23 MONTHS	\$39,375		\$150	\$2,075	\$41,600	\$3,200	\$457	\$204	\$45,461				Registered Nurses SOC 29111		\$24.37	\$33.23	
RADIOLOGIC TECHNOLOGY	YES	351090704		122.5	23 MONTHS	\$42,875		\$150	\$1,500	\$44,525	\$2,902	\$423	\$200	\$48,050				Radiologic Technologists and Technicians SOC 292034		\$19.30	\$25.26	
Diploma/Certificate Programs																						
PRACTICAL NURSING	YES	351390100	1350		11 MONTHS	\$16,500.00		\$150.00	\$1,200	\$17,850	\$1,750.00	0	\$204.00	\$19,804				Licensed Practical and Licensed Vocational Nurses SOC 292061		\$17.35	\$20.09	
BASIC X-RAY TECHNOLOGY	YES	351090702	650		7 MONTHS	\$10,200.00		\$150.00	\$450	\$10,800	\$300.00	0	\$200.00	\$11,300				Radiologic Technologists and Technicians SOC 292034		\$19.30	\$25.26	
HEMODIALYSIS TECHNICIAN	YES	317020200	600 HRS		6 MONTHS	\$9,300.00		\$150.00		\$9,450	\$50.00	\$400		\$9,900				MEDICAL & CLINICAL LABORATORY TECHNICIAN SOC 292012		\$11.68	\$17.48	



COMMISSION FOR INDEPENDENT EDUCATION
ANNUAL LICENSE

This is to certify that
Azure College
871 NW 167th Street
Miami Gardens, Florida 33169
Is hereby licensed to offer program(s) of instruction

Under the provisions of Chapter 1005, Florida Statutes and Chapter 6E, Florida Administrative Code for the period beginning:

7/13/2011

Samuel Ferguson

Executive Director

3231

License Number

[Signature]

Commission Chairperson

This license is non-transferable, non-assumable, and shall be rendered null and void upon any change in ownership of the licensee.

Florida Department of Education

Azure College (#3231)

871 NW 167th Street
Miami Gardens, FL 33169
[Map](#)

Contact: Jhonson Napoleon

Phone: (305) 751-0001

Fax: (305)751-9991

Email: jhonson@azurecollege.com

Website: www.azurecollege.com

License Status: Annual

Licensed Since: 8/12/2005

Programs Offered

Program Title	Credential	Clock Hours	Credit Hours	Student Data Reporting Period	Enrolled	Grads	Placed	CIP Code
Basic X-Ray Technology	Diploma	650		09-10	20	0	0	0351090702
Computer Information Technology	Associate in Science		99.5	09-10	0	0	0	0511010301
Hemodialysis Technician	Diploma	600		09-10	6	0	0	0351101100
Nursing	Associate in Science		112.5					0351380100
Nursing Assistant	Diploma	120		09-10	279	220	220	0351390200
Physical Therapist Assistant	Associate in Science		112.5	09-10	0	0	0	0351080600
Practical Nursing	Diploma	1350		09-10	23	0	0	0351390100
Radiologic Technology	Associate in Science		122.5					0351090704
Respiratory Care	Associate in Science		111.5	09-10	0	0	0	0351090802

RN to BSN	Bachelors	180	513808
-----------	-----------	-----	--------

Note: Enrollment is the number of students enrolled in the program for the fiscal period July 1 – June 30. This number includes students who were already enrolled in the program and new enrollments for the fiscal period.

Florida Education Institute, Inc.

Note: ITAs are issued in accord with the SFWIB ITA Policy; the initial ITA may cover up to and including 50 percent of the program's maximum ITA amount; the subsequent ITA is issued upon the participant's arrival at the midpoint of the training program's life and may cover up to and including the remaining 50 percent of the program's maximum ITA amount. **Pell Grants:** All participants are required to apply for the Pell Grant and if Pell eligible and the program is a Pell eligible program, then the Pell Grant must be used first to cover tuition costs. ITAs only cover up to one year of training and neither A.A. nor Bachelor degrees are covered by ITAs. **Tuition Refunds:** For guidance on issuing refunds, refer to the SFWIB Standardized Refund Policy. **Notice:** Case Managers shall advise participants that they may be required to obtain student loans and/or other grants to cover the cost of the program that they wish to enroll in if the ITA amount and the Pell Grant, if eligible for Pell, does not cover the full cost of the program. **SFWIB will not be responsible for any debts that the participants incur.**

Florida Education Institute, Inc.																				
<p>Note: ITAs are issued in accord with the SFWIB ITA Policy; the initial ITA may cover up to and including 50 percent of the program's maximum ITA amount; the subsequent ITA is issued upon the participant's arrival at the midpoint of the training program's life and may cover up to and including the remaining 50 percent of the program's maximum ITA amount. Pell Grants: All participants are required to apply for the Pell Grant and if Pell eligible and the program is a Pell eligible program, then the Pell Grant must be used first to cover tuition costs. ITAs only cover up to one year of training and neither A.A. nor Bachelor degrees are covered by ITAs. Tuition Refunds: For guidance on issuing refunds, refer to the SFWIB Standardized Refund Policy. Notice: Case Managers shall advise participants that they may be required to obtain student loans and/or other grants to cover the cost of the program that they wish to enroll in if the ITA amount and the Pell Grant, if eligible for Pell, does not cover the full cost of the program. SFWIB will not be responsible for any debts that the participants incur.</p>																				
Program Offered	License/Certification (Yes/No)	CIP Code	Clock Hours	Credit Hours	Course Length (estimated in months)	Institutional Fees				E	F	G	H	MAX ITA AMT (Determined by SFWIB)	Pell Eligible (Yes/No)	Comparable Public School Program (Determined by SFWIB)	2011 -2012 TOL Related Occupations (Name & SOC)	2011 - 2012 TOL Wage Rate		Comments
						A	B	C	D									Entry	Mean	
A.S./A.A.S. Degree Programs																				
Diploma/Certificate Programs																				
Practical Nursing	Yes	351390100	1350	0	13	24,750	100	0	\$24,850	1,975.00	0	0	\$26,825.00		Yes		Licensed Practical and Vocational Nurse SOC 292061	\$17.35	\$20.09	



COMMISSION FOR INDEPENDENT EDUCATION
LICENSE BY MEANS OF ACCREDITATION

This is to certify that
Florida Education Institute, Inc.
5818 SW 8th Street
Miami, Florida 33144
Is hereby licensed to offer program(s) of instruction

Under the provisions of Chapter 1005, Florida Statutes and Chapter 6E, Florida Administrative Code for the period beginning:

4/1/2011

Samuel J Ferguson

Executive Director

1753

License Number

F. Kelly

Commission Chairperson

This license is non-transferable, non-assumable, and shall be rendered null and void upon any change in ownership of the licensee.

Florida Department of Education

Florida Education Institute, Inc. (#1753)

5818 SW 8th Street
Miami, FL 33144
[Map](#)

Contact: Ramon Valenti

Phone: (305) 263-9990

Fax: (305)263-9714

Email: rvalenti@fei.edu

Website: www.fei.edu

License Status: License By Means of Accreditation

Licensed Since: 2/6/1995

Accreditation

Accredited By

Level of Accreditation

COE

Institutional

Note: Accreditation generally means that a college or school has been evaluated by a group of educators, and meets the accrediting agency's standards. This process is VOLUNTARY for the college; it is not "required". However, accreditation is required for financial aid eligibility, recognition of degrees or credits by employers or other colleges, universities, or schools, easy transfer of credits, acceptance into another school, and other education-related opportunities.

Be aware that some so-called "accrediting agencies" may not be recognized by the U.S. Department of Education, or may even be bogus! A current listing of recognized "accrediting agencies" may be found on the [U.S. Department of Education's web site](#). Check with this office before you send money to any college, even if it claims to be accredited.

Programs Offered

Program Title	Credential	Clock Hours	Credit Hours	Student Data Reporting Period	Enrolled	Grads	Placed	CIP Code
Business Management	Diploma	720	65	10-11	0	0	0	0552020100
Massage Therapy	Diploma	720	58	10-11	150	63	21	0351350100
Medical Assistant	Diploma	756	48	10-11	150	78	46	0351080100

Medical Billing and Coding	Diploma	720	51	10-11	13	3	3	0351070702
Patient Care Technician	Diploma	720	44	10-11	119	54	37	0351390205
Pharmacy Technician	Diploma	720	47	10-11	147	69	40	0351080501
Practical Nursing	Diploma	1350		10-11	0	0	0	0351390100

Note: Enrollment is the number of students enrolled in the program for the fiscal period July 1 – June 30. This number includes students who were already enrolled in the program and new enrollments for the fiscal period.



10.A

South Florida Workforce Investment Board

January 5, 2012

Workforce Services Balanced Scorecard Update

Information Item

BACKGROUND

The region’s Balanced Scorecard measures the performance of Service Partners and is attached for the period of July 1, 2011, through November 30, 2011.

A performance summary of the Workforce Services Contractors for the same period (July 1, 2011, through November 30, 2011) is set forth below. The summary indicates that 5 of the 12 Workforce Services locations met at least 50 percent of the PY ’11-’12 Balanced Scorecard measures.

WORKFORCE SERVICES CONTRACTORS PERFORMANCE SUMMARY Balanced Scorecard PY '10-'11 (July 1, 2010 through November 30, 2011) *				
Workforce Services Contractors	Workforce Services Locations	# of Performance Measures Standards Met	# of Performance Measures	% of Performance Measures Standards Met
Arbor E&T, LLC	Carol City Career Center	13	23	57%
	Hialeah Gardens Career Center	13	23	57%
City of Hialeah	Hialeah Downtown Career Center	10	23	44%
Ser-Jobs for Progress, Inc.	North Miami Beach Career Center	13	23	57%
Transition, Inc.	Transition Offender Service Center *	5	13	39%
UNIDAD of Miami Beach, Inc.	Miami Beach Career Center	9	23	40%
Youth Co-Op, Inc.	Florida Keys Career Center	11	23	48%
	Homestead Career Center	15	23	66%
	Little Havana Career Center	11	23	48%
	Northside Career Center	13	23	57%
	Perrine Career Center	15	23	66%
	West Dade Career Center	13	23	57%

*Draft Workforce Services Balanced Scorecard (July 1, 2011 through November 30, 2011)

SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 11/30/2011

Regional

Regional			
	Measure	Standard	Region
1	Level of Services	84.94 %	100.00 %
2	Level of Services for Special Groups	84.94 %	100.00 %
3	Training Completion Rate	70 %	92.50 %
4	Training Completion Placement Rate	70 %	69.19 %
5	Training Related Placements	70 %	95.31 %
6	Employment WIA	665	673
7	Net Economic Benefit	\$27,308.00	\$27,591.71
8	Employment After Services (EAS)	9,060	4,425
9	EAS within 90 Days	2,871	1,960
10	Cost Per Placement	\$1,922.00	\$3,861.71
11	Increase Self-Sufficiency Placement	613	457
12	Job Order Index	6,105	6,353
13	Job Order Index 28% of \$14 and above	1,746	2,220

Regional			
	Measure	Standard	Region
16	Jobs Openings Filled Rate	62 %	54.44 %
17	WP Entered Employment Rate	35 %	35.59 %
18	WIA Adult EER	97 %	99.81 %
19	WIA Dislocated Worker EER	94 %	100.00 %
20	WIA Emp Worker Outcome	95 %	96.88 %
21	CAP Entered Employment Rate	35 %	29.35 %
22	CAP Participation Rate	55 %	63.55 %
23	CAP Two-Family Participation Rate	90 %	73.14 %
24	Short-Term Veterans EER	30 %	46.63 %
25	FSET EER	20 %	7.86 %

ND = No Data

Run Date: 12/6/2011 8:41:33 AM

South Florida Workforce is an equal opportunity employer / program.
Auxiliary aids & services are available upon request to individuals with disabilities.



SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 11/30/2011

Arbor

Carol City Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	6.81 %	8.23 %
2	Level of Services for Special Groups	6.81 %	7.83 %
3	Training Completion Rate	70 %	85.71 %
4	Training Completion Placement Rate	70 %	16.67 %
5	Training Related Placements	70 %	100.00 %
6	Employment WIA	40	61
7	Net Economic Benefit	\$19,586.00	\$16,115.45
8	Employment After Services (EAS)	535	354
9	EAS within 90 Days	230	102
10	Cost Per Placement	\$2,610.00	\$3,870.52
11	Increase Self-Sufficiency Placement	49	77
12	Job Order Index	365	418
13	Job Order Index 28% of \$14 and above	117	139

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	54.44 %	40.56 %
17	WP Entered Employment Rate	35 %	35.59 %	51.90 %
18	WIA Adult EER	97 %	99.81 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	96.88 %	ND
21	CAP Entered Employment Rate	35 %	29.35 %	21.78 %
22	CAP Participation Rate	55 %	63.55 %	64.03 %
23	CAP Two-Family Participation Rate	90 %	73.14 %	57.14 %
24	Short-Term Veterans EER	30 %	46.63 %	44.90 %
25	FSET EER	20 %	7.86 %	23.03 %

ND = No Data

Run Date: 12/6/2011 8:41:33 AM

South Florida Workforce is an equal opportunity employer / program.
Auxiliary aids & services are available upon request to individuals with disabilities.



SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 11/30/2011

Arbor

Hialeah Gardens Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	5.51 %	6.85 %
2	Level of Services for Special Groups	5.51 %	6.42 %
3	Training Completion Rate	70 %	95.65 %
4	Training Completion Placement Rate	70 %	72.73 %
5	Training Related Placements	70 %	93.75 %
6	Employment WIA	35	63
7	Net Economic Benefit	\$20,352.00	\$21,324.85
8	Employment After Services (EAS)	455	247
9	EAS within 90 Days	160	82
10	Cost Per Placement	\$2,516.00	\$4,485.95
11	Increase Self-Sufficiency Placement	34	22
12	Job Order Index	535	530
13	Job Order Index 28% of \$14 and above	148	191

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	54.44 %	18.74 %
17	WP Entered Employment Rate	35 %	35.59 %	32.43 %
18	WIA Adult EER	97 %	99.81 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	96.88 %	100.00 %
21	CAP Entered Employment Rate	35 %	29.35 %	35.59 %
22	CAP Participation Rate	55 %	63.55 %	64.58 %
23	CAP Two-Family Participation Rate	90 %	73.14 %	93.88 %
24	Short-Term Veterans EER	30 %	46.63 %	53.85 %
25	FSET EER	20 %	7.86 %	4.55 %

ND = No Data

Run Date: 12/6/2011 8:41:33 AM

South Florida Workforce is an equal opportunity employer / program.
Auxiliary aids & services are available upon request to individuals with disabilities.



SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 11/30/2011

City of Hialeah

Hialeah Downtown Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	7.33 %	4.94 %
2	Level of Services for Special Groups	7.33 %	2.93 %
3	Training Completion Rate	70 %	86.67 %
4	Training Completion Placement Rate	70 %	46.15 %
5	Training Related Placements	70 %	100.00 %
6	Employment WIA	75	30
7	Net Economic Benefit	\$35,134.00	\$21,109.15
8	Employment After Services (EAS)	380	304
9	EAS within 90 Days	197	143
10	Cost Per Placement	\$3,868.00	\$4,850.33
11	Increase Self-Sufficiency Placement	42	27
12	Job Order Index	745	751
13	Job Order Index 28% of \$14 and above	210	227

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	54.44 %	25.29 %
17	WP Entered Employment Rate	35 %	35.59 %	40.16 %
18	WIA Adult EER	97 %	99.81 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	96.88 %	100.00 %
21	CAP Entered Employment Rate	35 %	29.35 %	44.87 %
22	CAP Participation Rate	55 %	63.55 %	64.76 %
23	CAP Two-Family Participation Rate	90 %	73.14 %	85.34 %
24	Short-Term Veterans EER	30 %	46.63 %	35.29 %
25	FSET EER	20 %	7.86 %	0.00 %

ND = No Data

Run Date: 12/6/2011 8:41:33 AM

South Florida Workforce is an equal opportunity employer / program.
Auxiliary aids & services are available upon request to individuals with disabilities.



SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 11/30/2011

Ser Jobs

North Miami Beach Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	7.82 %	11.90 %
2	Level of Services for Special Groups	7.82 %	12.37 %
3	Training Completion Rate	70 %	90.91 %
4	Training Completion Placement Rate	70 %	100.00 %
5	Training Related Placements	70 %	100.00 %
6	Employment WIA	60	74
7	Net Economic Benefit	\$27,029.00	\$26,331.40
8	Employment After Services (EAS)	855	388
9	EAS within 90 Days	252	145
10	Cost Per Placement	\$1,881.00	\$4,054.73
11	Increase Self-Sufficiency Placement	54	47
12	Job Order Index	710	722
13	Job Order Index 28% of \$14 and above	202	284

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	54.44 %	48.95 %
17	WP Entered Employment Rate	35 %	35.59 %	30.01 %
18	WIA Adult EER	97 %	99.81 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	96.88 %	100.00 %
21	CAP Entered Employment Rate	35 %	29.35 %	29.61 %
22	CAP Participation Rate	55 %	63.55 %	66.46 %
23	CAP Two-Family Participation Rate	90 %	73.14 %	58.82 %
24	Short-Term Veterans EER	30 %	46.63 %	45.45 %
25	FSET EER	20 %	7.86 %	12.94 %

ND = No Data

Run Date: 12/6/2011 8:41:33 AM

South Florida Workforce is an equal opportunity employer / program.
Auxiliary aids & services are available upon request to individuals with disabilities.



SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 11/30/2011

Transition

Transition Offender Service Center

Per Center			
	Measure	Standard	Center
1	Level of Services	2.48 %	1.79 %
2	Level of Services for Special Groups	2.48 %	2.04 %
3	Training Completion Rate	70 %	ND
4	Training Completion Placement Rate	70 %	ND
5	Training Related Placements	70 %	ND
6	Employment WIA	0	ND
7	Net Economic Benefit	\$29,027.00	ND
8	Employment After Services (EAS)	505	191
9	EAS within 90 Days	124	131
10	Cost Per Placement	\$1,116.00	\$2,620.86
11	Increase Self-Sufficiency Placement	26	6
12	Job Order Index	160	162
13	Job Order Index 28% of \$14 and above	45	44

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	54.44 %	52.83 %
17	WP Entered Employment Rate	35 %	35.59 %	35.08 %
18	WIA Adult EER	97 %	99.81 %	ND
19	WIA Dislocated Worker EER	94 %	100.00 %	ND
20	WIA Emp Worker Outcome	95 %	96.88 %	ND
21	CAP Entered Employment Rate	35 %	29.35 %	22.89 %
22	CAP Participation Rate	55 %	63.55 %	59.59 %
23	CAP Two-Family Participation Rate	90 %	73.14 %	33.33 %
24	Short-Term Veterans EER	30 %	46.63 %	33.33 %
25	FSET EER	20 %	7.86 %	0.00 %

ND = No Data

Run Date: 12/6/2011 8:41:33 AM

South Florida Workforce is an equal opportunity employer / program.
Auxiliary aids & services are available upon request to individuals with disabilities.



SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 11/30/2011

Unidad of Miami Beach

Miami Beach Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	5.28 %	3.95 %
2	Level of Services for Special Groups	5.28 %	4.91 %
3	Training Completion Rate	70 %	84.00 %
4	Training Completion Placement Rate	70 %	52.38 %
5	Training Related Placements	70 %	100.00 %
6	Employment WIA	60	43
7	Net Economic Benefit	\$21,818.00	\$28,137.59
8	Employment After Services (EAS)	450	331
9	EAS within 90 Days	215	168
10	Cost Per Placement	\$2,394.00	\$3,209.26
11	Increase Self-Sufficiency Placement	46	25
12	Job Order Index	385	395
13	Job Order Index 28% of \$14 and above	110	120

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	54.44 %	69.13 %
17	WP Entered Employment Rate	35 %	35.59 %	29.66 %
18	WIA Adult EER	97 %	99.81 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	96.88 %	50.00 %
21	CAP Entered Employment Rate	35 %	29.35 %	45.83 %
22	CAP Participation Rate	55 %	63.55 %	76.25 %
23	CAP Two-Family Participation Rate	90 %	73.14 %	50.00 %
24	Short-Term Veterans EER	30 %	46.63 %	66.67 %
25	FSET EER	20 %	7.86 %	4.83 %

ND = No Data

Run Date: 12/6/2011 8:41:33 AM

South Florida Workforce is an equal opportunity employer / program.
Auxiliary aids & services are available upon request to individuals with disabilities.



SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 11/30/2011

Youth Co-Op

Florida Keys Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	5.85 %	1.13 %
2	Level of Services for Special Groups	5.85 %	2.34 %
3	Training Completion Rate	70 %	85.71 %
4	Training Completion Placement Rate	70 %	83.33 %
5	Training Related Placements	70 %	80.00 %
6	Employment WIA	70	51
7	Net Economic Benefit	\$30,581.00	\$21,540.27
8	Employment After Services (EAS)	375	150
9	EAS within 90 Days	97	105
10	Cost Per Placement	\$3,140.00	\$7,847.52
11	Increase Self-Sufficiency Placement	21	38
12	Job Order Index	235	247
13	Job Order Index 28% of \$14 and above	69	71

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	54.44 %	40.34 %
17	WP Entered Employment Rate	35 %	35.59 %	31.08 %
18	WIA Adult EER	97 %	99.81 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	96.88 %	100.00 %
21	CAP Entered Employment Rate	35 %	29.35 %	50.00 %
22	CAP Participation Rate	55 %	63.55 %	17.65 %
23	CAP Two-Family Participation Rate	90 %	73.14 %	ND
24	Short-Term Veterans EER	30 %	46.63 %	42.22 %
25	FSET EER	20 %	7.86 %	4.41 %

ND = No Data

Run Date: 12/6/2011 8:41:33 AM

South Florida Workforce is an equal opportunity employer / program.
Auxiliary aids & services are available upon request to individuals with disabilities.



SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 11/30/2011

Youth Co-Op

Homestead Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	5.01 %	6.38 %
2	Level of Services for Special Groups	5.01 %	6.99 %
3	Training Completion Rate	70 %	100.00 %
4	Training Completion Placement Rate	70 %	75.00 %
5	Training Related Placements	70 %	100.00 %
6	Employment WIA	35	59
7	Net Economic Benefit	\$34,500.00	\$54,542.96
8	Employment After Services (EAS)	1,350	398
9	EAS within 90 Days	258	243
10	Cost Per Placement	\$770.00	\$2,529.61
11	Increase Self-Sufficiency Placement	55	20
12	Job Order Index	245	253
13	Job Order Index 28% of \$14 and above	70	82

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	54.44 %	76.76 %
17	WP Entered Employment Rate	35 %	35.59 %	36.95 %
18	WIA Adult EER	97 %	99.81 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	96.88 %	100.00 %
21	CAP Entered Employment Rate	35 %	29.35 %	29.74 %
22	CAP Participation Rate	55 %	63.55 %	80.13 %
23	CAP Two-Family Participation Rate	90 %	73.14 %	84.09 %
24	Short-Term Veterans EER	30 %	46.63 %	66.67 %
25	FSET EER	20 %	7.86 %	13.45 %

ND = No Data

Run Date: 12/6/2011 8:41:33 AM

South Florida Workforce is an equal opportunity employer / program.
Auxiliary aids & services are available upon request to individuals with disabilities.



SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 11/30/2011

Youth Co-Op

Little Havana Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	9.21 %	10.02 %
2	Level of Services for Special Groups	9.21 %	10.05 %
3	Training Completion Rate	70 %	100.00 %
4	Training Completion Placement Rate	70 %	77.78 %
5	Training Related Placements	70 %	95.24 %
6	Employment WIA	95	43
7	Net Economic Benefit	\$30,559.00	\$32,822.23
8	Employment After Services (EAS)	775	327
9	EAS within 90 Days	212	124
10	Cost Per Placement	\$2,411.00	\$5,666.53
11	Increase Self-Sufficiency Placement	45	44
12	Job Order Index	755	769
13	Job Order Index 28% of \$14 and above	215	333

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	54.44 %	49.82 %
17	WP Entered Employment Rate	35 %	35.59 %	17.23 %
18	WIA Adult EER	97 %	99.81 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	96.88 %	75.00 %
21	CAP Entered Employment Rate	35 %	29.35 %	35.23 %
22	CAP Participation Rate	55 %	63.55 %	59.61 %
23	CAP Two-Family Participation Rate	90 %	73.14 %	76.30 %
24	Short-Term Veterans EER	30 %	46.63 %	25.83 %
25	FSET EER	20 %	7.86 %	6.16 %

ND = No Data

Run Date: 12/6/2011 8:41:33 AM

South Florida Workforce is an equal opportunity employer / program.
Auxiliary aids & services are available upon request to individuals with disabilities.



SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 11/30/2011

Youth Co-Op

Northside Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	11.65 %	15.32 %
2	Level of Services for Special Groups	11.65 %	14.40 %
3	Training Completion Rate	70 %	86.96 %
4	Training Completion Placement Rate	70 %	65.00 %
5	Training Related Placements	70 %	84.62 %
6	Employment WIA	80	98
7	Net Economic Benefit	\$25,477.00	\$23,805.18
8	Employment After Services (EAS)	1,025	389
9	EAS within 90 Days	252	85
10	Cost Per Placement	\$2,330.00	\$6,020.41
11	Increase Self-Sufficiency Placement	54	37
12	Job Order Index	720	736
13	Job Order Index 28% of \$14 and above	206	263

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	54.44 %	45.22 %
17	WP Entered Employment Rate	35 %	35.59 %	36.99 %
18	WIA Adult EER	97 %	99.81 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	96.88 %	100.00 %
21	CAP Entered Employment Rate	35 %	29.35 %	22.64 %
22	CAP Participation Rate	55 %	63.55 %	58.68 %
23	CAP Two-Family Participation Rate	90 %	73.14 %	65.29 %
24	Short-Term Veterans EER	30 %	46.63 %	43.59 %
25	FSET EER	20 %	7.86 %	1.41 %

ND = No Data

Run Date: 12/6/2011 8:41:33 AM

South Florida Workforce is an equal opportunity employer / program.
Auxiliary aids & services are available upon request to individuals with disabilities.



SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 11/30/2011

Youth Co-Op

Perrine Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	7.85 %	13.45 %
2	Level of Services for Special Groups	7.85 %	13.37 %
3	Training Completion Rate	70 %	100.00 %
4	Training Completion Placement Rate	70 %	86.67 %
5	Training Related Placements	70 %	100.00 %
6	Employment WIA	40	61
7	Net Economic Benefit	\$19,586.00	\$29,305.56
8	Employment After Services (EAS)	1,165	685
9	EAS within 90 Days	445	381
10	Cost Per Placement	\$1,381.00	\$2,305.62
11	Increase Self-Sufficiency Placement	95	59
12	Job Order Index	465	471
13	Job Order Index 28% of \$14 and above	131	176

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	54.44 %	80.16 %
17	WP Entered Employment Rate	35 %	35.59 %	54.32 %
18	WIA Adult EER	97 %	99.81 %	100.00 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	96.88 %	100.00 %
21	CAP Entered Employment Rate	35 %	29.35 %	24.66 %
22	CAP Participation Rate	55 %	63.55 %	71.90 %
23	CAP Two-Family Participation Rate	90 %	73.14 %	65.91 %
24	Short-Term Veterans EER	30 %	46.63 %	83.54 %
25	FSET EER	20 %	7.86 %	3.13 %

ND = No Data

Run Date: 12/6/2011 8:41:33 AM

South Florida Workforce is an equal opportunity employer / program.
Auxiliary aids & services are available upon request to individuals with disabilities.



SFWIB Balanced Scorecard Report

Report Date: 7/1/2011 To 11/30/2011

Youth Co-Op

West Dade Career Center

Per Center			
	Measure	Standard	Center
1	Level of Services	10.15 %	16.05 %
2	Level of Services for Special Groups	10.15 %	16.34 %
3	Training Completion Rate	70 %	95.65 %
4	Training Completion Placement Rate	70 %	59.09 %
5	Training Related Placements	70 %	92.31 %
6	Employment WIA	75	90
7	Net Economic Benefit	\$26,428.00	\$22,282.34
8	Employment After Services (EAS)	1,190	661
9	EAS within 90 Days	429	251
10	Cost Per Placement	\$1,721.00	\$3,087.98
11	Increase Self-Sufficiency Placement	92	55
12	Job Order Index	785	797
13	Job Order Index 28% of \$14 and above	223	259

Regional & Per Center				
	Measure	Standard	Region	Center
16	Jobs Openings Filled Rate	62 %	54.44 %	80.46 %
17	WP Entered Employment Rate	35 %	35.59 %	39.09 %
18	WIA Adult EER	97 %	99.81 %	98.31 %
19	WIA Dislocated Worker EER	94 %	100.00 %	100.00 %
20	WIA Emp Worker Outcome	95 %	96.88 %	100.00 %
21	CAP Entered Employment Rate	35 %	29.35 %	50.00 %
22	CAP Participation Rate	55 %	63.55 %	72.86 %
23	CAP Two-Family Participation Rate	90 %	73.14 %	84.66 %
24	Short-Term Veterans EER	30 %	46.63 %	37.55 %
25	FSET EER	20 %	7.86 %	8.68 %

ND = No Data

Run Date: 12/6/2011 8:41:33 AM

South Florida Workforce is an equal opportunity employer / program.
Auxiliary aids & services are available upon request to individuals with disabilities.





10.B

South Florida Workforce Investment Board

January 5, 2012

**Refugee Employment & Training Program
Balanced Scorecard Update**

Information Item

BACKGROUND

The Refugee Employment and Training (RET) Balanced Scorecard measures the performance of RET Service Contractors and is attached for the period of October 1, 2010, through September 30, 2011.

The RET Services Contractors Performance Summary for the same period (October 1, 2010, through September 30, 2011) is set forth below. The summary shows that all ten RET Services Contractors are meeting or exceeding 50 percent of the PY '10-'11 performance measures.

RET SERVICES CONTRACTORS PERFORMANCE SUMMARY Balanced Scorecard PY '10-'11 (October 1, 2010 through September 30, 2011)			
RET Services Contractors	# of Performance Measures Standards Met	# of * Performance Measures	% of Performance Measures Standards Met
Adults Mankind Organization, Inc.	6	6	100%
Arbor E & T, LLC	5	6	83%
Cuban American National Council, Inc.	6	6	100%
Community Coalition, Inc.	6	6	100%
City of Hialeah	4	6	67%
Azure College, Inc.	4	6	67%
Lutheran Services of Florida, Inc. * *	7	7	100%
Miami Beach Latin Chamber of Commerce, Inc.	6	6	100%
UNIDAD of Miami Beach, Inc.	5	6	83%
Youth Co-Op, Inc. * *	7	7	100%






* Error Rate Performance Measure is Annually (not included)

* * Includes an additional Performance Measure for Career Laddering Placements

SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2010 To 9/30/2011

Regional

Regional			
	Measure	Standard	Region
1	Entered Employment Rate	40 %	52.41 % 
2	Employed on the 90th Day	50 %	72.47 % 
3	Employed on the 180th Day	50 %	65.67 % 
4	Health Benefits	38 %	42.84 % 
5	Placements	559	561
6	Intakes	772	838
7	Career Laddering Placements	50 %	92.31 % 

ND = No data

NA = Region performance not applicable for this measure

12/6/2011 5:37:56 PM

SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2010 To 9/30/2011

AMO

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	52.41 %	48.13 %	↑
2	Employed on the 90th Day	55 %	NA	84.92 %	↑
3	Employed on the 180th Day	55 %	NA	76.35 %	↑
4	Health Benefits	38 %	42.84 %	42.21 %	↑
5	Placements	67	NA	102	
6	Intakes	176	NA	176	
7	Career Laddering Placements		NA	ND	

ND = No data

NA = Region performance not applicable for this measure

12/6/2011 5:37:56 PM

SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2010 To 9/30/2011

Arbor E&T, LLC

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	52.41 %	27.58 %	↑
2	Employed on the 90th Day	55 %	NA	81.40 %	↑
3	Employed on the 180th Day	55 %	NA	77.42 %	↓
4	Health Benefits	38 %	42.84 %	41.75 %	↓
5	Placements	17	NA	40	
6	Intakes	85	NA	90	
7	Career Laddering Placements		NA	ND	

ND = No data

NA = Region performance not applicable for this measure

12/6/2011 5:37:56 PM

SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2010 To 9/30/2011

CANC

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	52.41 %	78.15 %	↓
2	Employed on the 90th Day	55 %	NA	68.32 %	↓
3	Employed on the 180th Day	55 %	NA	63.32 %	↑
4	Health Benefits	38 %	42.84 %	38.14 %	↑
5	Placements	34	NA	34	
6	Intakes	30	NA	32	
7	Career Laddering Placements		NA	ND	

ND = No data

NA = Region performance not applicable for this measure

12/6/2011 5:37:56 PM

SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2010 To 9/30/2011

Community Coalition

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	52.41 %	73.50 %	↑
2	Employed on the 90th Day	55 %	NA	71.69 %	↑
3	Employed on the 180th Day	55 %	NA	69.63 %	↑
4	Health Benefits	38 %	42.84 %	45.41 %	↓
5	Placements	14	NA	16	
6	Intakes	20	NA	21	
7	Career Laddering Placements		NA	ND	

ND = No data

NA = Region performance not applicable for this measure

12/6/2011 5:37:56 PM

SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2010 To 9/30/2011

Florida Educational Institute

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	52.41 %	54.49 %	↑
2	Employed on the 90th Day	55 %	NA	61.25 %	↓
3	Employed on the 180th Day	55 %	NA	53.68 %	↑
4	Health Benefits	38 %	42.84 %	34.76 %	↓
5	Placements	65	NA	99	
6	Intakes	109	NA	152	
7	Career Laddering Placements		NA	ND	

ND = No data

NA = Region performance not applicable for this measure

12/6/2011 5:37:56 PM

SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2010 To 9/30/2011

Hialeah, City of

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	52.41 %	23.80 %	↓
2	Employed on the 90th Day	55 %	NA	72.38 %	↑
3	Employed on the 180th Day	55 %	NA	78.16 %	↑
4	Health Benefits	38 %	42.84 %	23.85 %	↓
5	Placements	8	NA	8	
6	Intakes	26	NA	27	
7	Career Laddering Placements		NA	ND	

ND = No data

NA = Region performance not applicable for this measure

12/6/2011 5:37:56 PM

SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2010 To 9/30/2011

Lutheran Services

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	52.41 %	59.82 %	↑
2	Employed on the 90th Day	55 %	NA	65.50 %	↑
3	Employed on the 180th Day	55 %	NA	57.19 %	↑
4	Health Benefits	38 %	42.84 %	45.61 %	↑
5	Placements	65	NA	111	
6	Intakes	115	NA	115	
7	Career Laddering Placements	50 %	NA	92.86 %	↑

ND = No data

NA = Region performance not applicable for this measure

12/6/2011 5:37:56 PM

SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2010 To 9/30/2011

Miami Beach Latin Chamber

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	52.41 %	93.04 %	↓
2	Employed on the 90th Day	55 %	NA	88.89 %	↑
3	Employed on the 180th Day	55 %	NA	82.30 %	↑
4	Health Benefits	38 %	42.84 %	64.49 %	↑
5	Placements	9	NA	11	
6	Intakes	12	NA	20	
7	Career Laddering Placements		NA	ND	

ND = No data

NA = Region performance not applicable for this measure

12/6/2011 5:37:56 PM

SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2010 To 9/30/2011

Unidad of Miami Beach Devlpmt

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	52.41 %	40.89 %	↓
2	Employed on the 90th Day	55 %	NA	72.34 %	↑
3	Employed on the 180th Day	55 %	NA	72.22 %	↑
4	Health Benefits	38 %	42.84 %	34.62 %	↓
5	Placements	7	NA	8	
6	Intakes	22	NA	23	
7	Career Laddering Placements		NA	ND	

ND = No data

NA = Region performance not applicable for this measure

12/6/2011 5:37:56 PM

SFWIB Refugee Balanced Scorecard Report

Report Date: 10/1/2010 To 9/30/2011

Youth Co-Op

Per Provider					
	Measure	Standard	Region	Center	
1	Entered Employment Rate	40 %	52.41 %	58.72 %	↓
2	Employed on the 90th Day	55 %	NA	70.29 %	↑
3	Employed on the 180th Day	55 %	NA	63.83 %	↑
4	Health Benefits	38 %	42.84 %	47.58 %	↑
5	Placements	99	NA	132	
6	Intakes	177	NA	182	
7	Career Laddering Placements	50 %	NA	90.91 %	

ND = No data

NA = Region performance not applicable for this measure

12/6/2011 5:37:56 PM