



2013.11.07.A.1

Strategic Policy

Title:	Local Area Targeted Occupations List Process Policy
Adopted:	11/7/2013
Effective:	11/7/2013

I. PURPOSE AND SCOPE

A Targeted Occupations List (TOL) process promotes alignment, economic growth and efficiency among the local workforce development boards (local boards) within the CareerSource Florida network. This process creates flexibility in occupational targeting and incorporates immediate business and industry feedback to complement labor market information.

Impacting all 24 local boards, this policy promotes greater strategic business and industry involvement in resource allocation, targeting training funds for workers needing improved employment and earning opportunities, and efficiently serves employers in industry sectors lacking skilled workers. Each local board may add or delete occupations to its current TOL based on the demand of local employers. This process and revised Local Area Targeted Occupations Lists do not require approval by CareerSource Florida, Inc. (CSF).

This Local Area Targeted Occupations List Process policy seeks to:

- Align with target industries or infrastructure industries' training needs as identified by the number of trainees per local area in targeted categories;
- Increase the number of individuals in training that leads to job placement;
- Provide opportunities to obtain credentials or degrees earned because of training;
- Make readily available and transparent access to information on training (including levels of training subsidies); and,
- Improve business *and* job seeker customer satisfaction – as measured through surveys.

II. BACKGROUND

TOLs identify occupations targeted for growth that offer wages with incomes enabling economic self-sufficiency. Upon action by the CSF Board of Directors, the TOL approval process was transferred to local boards for the identification and selection of occupations relevant to local areas. With occupations identified and listed for their area, local boards can direct training resources for occupations in demand to assist job seekers as well as local area workers seeking better employment and higher-earning opportunities. This policy allows TOLs to be compiled by each local board for its local area. The improved TOL process enhances collaboration between each local board and its stakeholders, resulting in a skilled workforce responsive to industry talent needs.

III. AUTHORITY

[Section 445.004\(6\), Florida Statutes](#)

IV. HISTORY

Date	Description
02/05/2014	Final Guidance: DEO FG OSPS-82
05/17/2017	Revised copy in plain language; incorporated language from Department of Economic Opportunity (DEO), Final Guidance (FG OSPS-82), in the Purpose and Scope section; Changed tenses to reflect forward looking policy; modified numbered list in Objectives; Changed references to regions to local workforce development boards (or local board);_changed regional to local areas; consolidated sections to align more closely with DEO administrative policies.

V. ATTACHMENTS

[Final Guidance: DEO FG OSPS-82](#)