Board of Directors Meeting Agenda

FEBRUARY 14, 2018 • 9 A.M. – 12 P.M. ET

UNIVERSITY CENTER CLUB AT FLORIDA STATE UNIVERSITY
403 STADIUM DRIVE, TALLAHASSEE, FL 32306
MEETING ROOM: BALLROOM WEST – 3RD FLOOR

Chairman's Welcome and Remarks — ***Britt Sikes***

Mission Moment: "Finding Dream Careers" — ***Kim Bodine***

President's Report / Legislative Update — ***Michelle Dennard***

Local Leadership Task Force — ***Kim Bodine*** ***Richard Williams***

Consent Agenda — ***Britt Sikes***

1. October 2017 Board Meeting Minutes
2. CareerSource Research Coast Individual Training Accounts Waiver
3. CareerSource Polk One-Stop Operator Request

Council Report — ***Kevin Doyle***

Strategic Policy and Performance Council

Action Items — ***Warren Davis***

1. Career and Professional Education Act (CAPE) 2018-2019 Industry Certifications
2. Sector Strategies Strategic Policy

Skills Gap and Job Vacancy Survey Statewide Results Preview — ***Adrienne Johnston***

Open Discussion / Public Comment

Chairman's Closing Remarks — ***Britt Sikes***

UPCOMING MEETINGS

Executive Committee Meeting
April 11, 2018 | Orlando

Board of Directors & Related Meetings
May 15-16, 2018 | St. Augustine

Workforce Professional Development Summit,
Board of Directors & Related Meetings, and Future of Florida Forum
Sept. 24-28, 2018 | Orlando

collaborate.
innovate.
lead.

CareerSource Florida
Board of Directors Meeting
February 14, 2018
Consent Item 1
Approved_____
Disapproved_____

Consent Item 1

OCTOBER 2017 BOARD MEETING MINUTES

In accordance with Article VII, Section 7.3, of the approved bylaws, the corporation is required to keep correct and complete books and records of account and shall keep minutes on the proceedings of the board of directors.

NEEDED ACTION

Approve the draft minutes of the October 25, 2017, meeting of the CareerSource Florida Board of Directors to include any modifications or changes noted by the board.

DRAFT MINUTES
CAREERSOURCE FLORIDA
BOARD OF DIRECTORS MEETING
October 25, 2017

CALL TO ORDER

Kevin Doyle called the meeting of the CareerSource Florida Board of Directors to order at approximately 8:59 a.m. ET on Oct. 25, 2017, by welcoming all board members and partners to the meeting. Mr. Doyle invited CareerSource Suncoast Vice President and Chief Operating Officer Joshua Matlock to lead the Pledge of Allegiance. After the Pledge of Allegiance, roll was called.

ROLL CALL/QUORUM

A quorum was present with the following board members in attendance:

Robert Campbell
Steve Capehart
Tim Center
Rose Conry
Bryan da Frota
Kevin Doyle
Arnie Girnun
Elisha Gonzalez
Thomas McIntosh
Alex Moseley
Mike Myhre
James Nolan
Taylor Hatch*
Todd Rebol
Rod Duckworth*
Ardian Zika
Robert Doyle
Tony McGee
Camille Lee-Johnson
Stan Connally

Board members not in attendance were: Governor Rick Scott, Britt Sikes, Brittany Birken, Duane De Freese, Elli Hurst, Bill Johnson, Rick Matthews, Sen. Bill Montford, Rep. Elizabeth Porter, Ed Moore, Bryan Nelson, Mike Tomas, Stephanie Smith

*Designees

CHAIRMAN'S WELCOME & REMARKS

Mr. Doyle welcomed the board members, the CareerSource Florida professional team and local workforce development boards to the meeting. Mr. Doyle congratulated CareerSource Suncoast CEO Ted Ehrlichman, Vice President and COO Joshua Matlock and the entire CareerSource Suncoast team for a job well done overseeing the Workforce Professional Development Summit. Mr. Doyle explained that Chairman Sikes had a conflict and sent his regrets that he was unable to attend the Summit and meeting. Mr. Doyle acknowledged the new board members and asked each of them, Robert Doyle and Camille Lee-Johnson, to say a few words about themselves.

Mr. Doyle acknowledged and thanked the 2017 sponsors:

- Platinum Sponsors:
    - Dex Imaging

    - Florida Chamber Foundation
    - Gulf Power Company
- Gold Sponsor:
    - Coldwell Banker Commercial AI Group
- Silver Sponsors:
    - Florida Vocational Institute
    - Independent Colleges & Universities of Florida
    - New Horizons Computer and Learning Centers of South Florida
    - StaffTime
    - U.S. StemCell
    - Wexford Strategies

Mr. Doyle recognized outgoing Board members by thanking them for their years of service and dedication. Each board member transitioning off the board was presented with a token of recognition.

Outgoing board members are:

- Bryan da Frota
- Ed Moore
- Mike Tomas
- Thomas McIntosh

Mr. Doyle also recognized Bob Campbell on his appointment to the Florida Rehabilitation Council. He then provided a recap of the August teleconference, noting that the board approved the CareerSource Florida corporate goals for the year:

- Communicate the CareerSource Florida network's vision to enhance thought leadership, strategies and policies that strengthen excellence.
- Leverage strategic partnerships to cultivate local, regional and state capacity building that increases economic opportunity.
- Emphasize data-driven decisions to keep Florida's workforce system accountable by encouraging performance achievement and boosting talent pipeline alignment.

Mr. Doyle noted he would provide opportunities for public comment as Consent Items were considered and at the end of the meeting.

MISSION MOMENT

Mr. Doyle introduced Hilomast LLC, from DeBary, Florida. Hilomast is a growing business specializing in the production of telescopic masts for applications in military and civilian markets,

specifically communications and security. Bruce Sousa general manager for Hilomast stated that Hilomast employees received training assistance through the Incumbent Worker Training program. Mr. Sousa went on to say how the CareerSource Florida training grant program has helped Hilomast employees acquire skills to build upon the company's success.

Hilomast contracted with Florida Business & Manufacturing Solutions Inc. to assist in navigating the International Organization for Standardization (ISO) registration process. As a result, Hilomast received ISO registration on its first application. The certification places the company among high-performing organizations across the globe that commit to standards that ensure quality, safety and efficiency.

The board watched a short video that CareerSource Florida worked with Hilomast to produce.

CONSENT AGENDA

Mr. Doyle introduced the Consent Agenda:

Consent Item 1 – Approval of August 5, 2017, Board of Directors Meeting Minutes.

Consent Item 2 – Approval of CareerSource Okaloosa Walton as a One-Stop Operator.

Mr. Doyle asked for a motion to approve the Consent Agenda as presented.

Motion: Steve Capehart
Second: Todd Rebol

Mr. Doyle opened the floor for discussion and corrections. Hearing none, Mr. Doyle opened the floor for public comment. Hearing none, he called for a vote. The motion passed. None were opposed. President Dennard will sign and annotate the meeting minutes for the official record.

STRATEGIC POLICY AND PERFORMANCE COUNCIL REPORT

Strategic Policy and Performance Council Chairman Kevin Doyle informed the board that the council covered several, ongoing projects during the meeting.

Board member Rose Conry shared highlights of her engagement in a program to direct youth toward promising careers during the Council Member Highlight.

CareerSource Florida Chief Economist Aaron Schmerbeck and Senior Program Analyst Jacqueline Barreiros provided the council with an update on Florida's Performance Funding Model.

CareerSource Florida Vice President of Strategic Policy and Performance Mary Lazor and Director of Performance and Analytics Steve Collins provided updates on the Workforce Innovation and Opportunity Act (WIOA), specifically, addressing policy and WIOA performance indicators.

PRESIDENT'S REPORT

Mr. Doyle invited CareerSource Florida President and CEO Michelle Dennard to present her report. President Dennard presented an update on the 2017-18 fiscal year corporate goals of:

- Communicating the Vision
- Leveraging Strategic Partnerships
- Keeping the System Accountable

President Dennard updated the board on two, new partnership agreements with:

- The Florida College System
- The Florida Chamber Foundation

President Dennard covered the work being done in conjunction with the Florida College System through the Higher Education Coordinating Council, the Florida College System is taking a leadership role in defining and driving toward the state's attainment goal. This goal is that 55 percent of Floridians between the ages of 25-64 will have a post-secondary certificate or baccalaureate degree by 2025. President Dennard explained that the CareerSource Florida network has the data, employer contacts and the expertise necessary to help lead this initiative. Over the next year, CareerSource Florida will partner with the state college system in developing strategies that will make this goal a reality.

President Dennard also informed the board that CareerSource Florida has worked to partner closely with the Florida Chamber Foundation. The Florida Chamber Foundation recently released the Florida Jobs 2030 report, a data-based blueprint on expected disruptions in the workforce and workplace and on the future needs of Florida's business sectors. Now, they are using that work and other research to draft The Florida 2030 cornerstone report, making recommendations on how policymakers, decisionmakers and the business community can move Florida's economy forward.

President Dennard also talked about leveraging strategic partnerships to expand apprenticeships.

President Dennard updated the board on the Performance Funding Model that has been the subject of several strategic policy and performance meetings, as have new requirements for measurement under WIOA. She stated that the metrics must make sense, not only to the CareerSource Florida professional team, but also to the board of directors and to the local workforce development boards.

In May, the board approved funding opportunities for the local boards focusing on capacity building and innovation. There are four initiatives through which local boards may request funding:

- Community-Based Training
- Emerging Initiatives
- Pathways to Prosperity
- Sector Strategies Initiatives

President Dennard reported there has been great interest in these opportunities. There are applications from across the state. A team of CareerSource Florida subject matter experts and DEO team members was assembled to review and analyze these applications. Funding awards are expected to be announced very soon.

Data collection for the analysis on Statewide Skills Gap and Job Vacancy Survey is 75% complete. Data has been collected in 18 of the 24 local areas and there is good progress in the remaining six areas. CareerSource Florida is expecting final data in the first quarter of 2018.

President Dennard also provided an update on hurricane recovery efforts.

FLORIDA 2030 PROJECT: A BLUEPRINT FOR FLORIDA'S FUTURE

President Dennard introduced guest presenter Principal for Cambridge Systematics in New England, Massachusetts, John Kaliski. She stated that Mr. Kaliski serves as the project director for the Florida Chamber Foundation-led Florida 2030 Initiative. President Dennard provided a recap of the work Mr. Kaliski has done for the Florida 2030 report.

Mr. Kaliski shared data on the six pillars:

- Talent Supply and Education
- Innovation and Economic Development
- Infrastructure and Growth Leadership
- Business Climate and Competitiveness
- Civic and Governance Systems; and
- Quality of Life and Quality Places

After Mr. Kaliski's presentation, he opened the floor for discussion.

PUBLIC COMMENT/OPEN DISCUSSION

Mr. Doyle asked if anyone would like to make a public comment. No public comments were made.

CHAIRMAN'S CLOSING REMARKS

Mr. Doyle thanked the board and local partners for their participation and engagement. He reminded board members to visit their local career center or set up a call with the local workforce development board chair or chief executive between now and the next meeting in February.

Mr. Doyle highlighted upcoming meetings:

- Nov. 16, 2017: Finance Council Teleconference
- Jan. 10, 2018: Executive Committee Teleconference

- Feb. 13-14, 2018: CareerSource Florida Day at the Capitol, Strategic Policy and Performance Council Meeting and Board Meeting in Tallahassee
- April 11, 2018: Executive Committee meeting in Orlando
- May 15 – 16, 2018: Council and Board meetings in St. Augustine
- Sept. 24-28, 2018: Workforce Professional Development Summit, CareerSource Florida Board of Directors and related meetings and the Future of Florida Forum in Orlando
- Dec. 12, 2018: Board Teleconference

The meeting adjourned at approximately 12:00 p.m. ET. Refer to the CareerSource Florida October 2017 meeting agenda packet and PowerPoint presentation on the CareerSource Florida website for more information at careersourceflorida.com/boardroom.

BOARD SECRETARY CERTIFICATION

In accordance with Article VII, Section 7.3, I hereby certify that these minutes reflect the proceedings by the Board of Directors of CareerSource Florida, have been reviewed by the Board, and approved or approved with modifications which have been incorporated herein.

_____ _____

Michelle Dennard — Date
Board Secretary

CareerSource Florida
Board of Directors Meeting
February 14, 2018
Consent Item 2
Approved_____
Disapproved_____

Consent Item 2

INDIVIDUAL TRAINING ACCOUNTS WAIVER

CareerSource Research Coast submitted a request for approval of an Individual Training Accounts (ITA) Waiver of 25 percent, applicable to the 2017-2018 fiscal year. The application has been reviewed and found to comply with all criteria required in CareerSource Florida Strategic Policy 2012.05.24.A.2.3 and Department of Economic Opportunity Final Guidance-074 (DEO FG-074).

CareerSource Florida staff members thoroughly reviewed the application and found no additional information needs to be provided. Following this review, the recommendation is for the state board's approval of CareerSource Research Coast's ITA Waiver Application.

NEEDED ACTION

Consider CareerSource Research Coast's ITA Waiver request for approval.

Supporting Document

- CareerSource Research Coast ITA Waiver Application

CareerSource RESEARCH COAST
A proud partner of the AmericanJobCenter network

careersourcerc.com

August 31, 2017

Pamela Caudill
Department of Economic Opportunity
Tallahassee, Florida

Dear Ms. Caudill,

Attached please find the Workforce Development Board of the Treasure Coast, Inc. d/b/a CareerSource Research Coast's (CSRC), who serves as the local workforce development area 20 (LWDA20), formal Individual Training Accounts (ITA) Waiver Request for the 2017-2018 fiscal year. The LWDA20 Board of Directors is submitting a full request for a new waiver pursuant to CareerSource Florida Administrative Policy DEO-FG-074. The purpose of this full request is to outline a specific strategy we would like to implement in regards to the statutorily required ITA reserve of Title 1 funds for Adults and Dislocated Workers that we are proposing to reserve for required training services. LWDA 20 is requesting an ITA Waiver of 25% rather than the 30% sliding scale waiver calculation as assigned. This will allow us to utilize 5% of our formula funding for WIOA supportive services for individuals while in training.

As stated by the Employment and Training Administration (ETA) of the U.S. Department of Labor (DOL) Training and Employment Guidance Letter (TEGL) WIOA No. 3-15, "A key principle in WIOA is to provide local areas with the authority to make policy and administrative decisions and the flexibility to tailor the workforce system to the needs of the local community. To ensure maximum flexibility this guidance provides local areas the discretion to provide supportive services, they deem appropriate and subject to the conditions prescribed by WIOA." ETA recognizes that many individuals, especially those with significant barriers to employment, who are in need of training services, may not have the resources available to participate in the training they need.

TEGLs WIOA No. 4-15 and 16-16 reinforce the partnerships and strategies necessary for One-Stop Career Center Systems to provide all job seekers and workers with the high quality career training and supportive services they need to obtain and maintain gainful employment. If granted this waiver request, LWDA20 will develop policies and procedures that ensure support services are WIOA-funded only when those services are not available through other partners and that the services are necessary for the individual to participate in Title 1 training services.

With the reduction in Adult and Dislocated Worker funding over the years, LWDA20 has had to reduce the ITA Cap amount to $4,000 and perform Reduction of Workforce of the WIOA team. In order to meet the ITA Waiver Requirement of 30%, which does not include the costs of supportive services directly related to the training, CSRC has suspended the supportive services individuals need while in training. Further explanation will be provided in the data supporting the waiver criteria.

If you have any questions regarding this request or the supporting data, please do not hesitate to contact me at (866) 482-4473 x. 427 or via email at gharden@careersourcerc.com.

Sincerely,

Glenda Harden

Glenda Harden
Senior Vice President/Chief Operations Officer

GH:jd

Attachment

info@careersourcerc.com
Administrative Office
584 NW University Boulevard, Suite 100 | Port Saint Lucie, FL 34986
p: 772.335.3030 | f: 772.335.0677

Workforce Development Board of the Treasure Coast, Inc.
d/b/a CareerSource Research Coast
ITA Waiver Request

CareerSource Research Coast (CSRC) is formally requesting a new ITA Waiver of 25%. An ITA Waiver of 25%, rather than the 30% sliding scale calculation assigned to our LWDA, will allow CSRC to utilize 5% of our formula funding for the costs of supportive services for individuals who are in the allowable training cost categories.

This request is supported by the following data:

Attachment A is a funding comparison worksheet summarizing the funding loss across all major funding streams for the past six program years to include WIOA, Welfare Transition and Wagner Peyser. The circumstances resulting from the loss of funding and that warrant the granting of this special request waiver are as follows:

- The ITA percentage requirement is taking a significant proportion of reduced WIOA funding which results in the reduction of the funds CSRC has available for operating costs, employee salaries/benefits and the provision of supportive services to individuals, especially those with significant barriers, while they are in training.
- Over the past years, the funding obligated for training from year to year has depleted CSRC's WIOA carry forward monies.

Attachment B illustrates how reserved training funds will be spent for ITAs and each of the other authorized training services and how the diverted funds will be spent for provision of needed supportive services while individuals are in training. The need for WIOA supportive services for individuals who are in training has been identified through recent initiatives such as the Treasure Coast Skills Gap Study, the Green Collar Apprenticeship Training Facility (seven union apprenticeship programs housed together in one facility in our LWDA) and through CSRC's pilot Pre-Apprenticeship Program offered during the 2016-2017 Program Year. The local workforce development area (LWDA20) faces major issues with transportation and affordable housing. The unemployed, underemployed and especially those individuals with significant barriers to employment require additional support to attend and successfully complete the training they need to move along a career pathway that will provide them with self-sufficient employment.

At the request of the community at large, CSRC, through an approved training provider, implemented a pilot Pre-Apprenticeship Program during the 2016-2017 Program Year. The pilot Pre-Apprenticeship Program was funded through the WIOA Youth/Adult Programs and targeted the hard to serve youth/young adults who were at least 18 years of age. Gang involved youth and young adults from neighborhoods targeted by the community as a great risk participated. The program would not have been successful without the supportive services provided to the youth/young adults while attending the training. Please see Attachment C for Summary Report.

The Treasure Coast Skills Gap Study, spearheaded by the St. Lucie County Economic Development Council brought together CSRC, groups of educational leaders and groups of business leaders throughout LWDA20 to assess the challenges and uncover

solutions that will tackle the current skills gaps identified in our communities. The Skills Gap Study revealed LWDA20 employers are actively discussing expansion plans but are concerned about current employees and job seekers' skills, experience and work ethic. The Study resulted in a report presented at the Treasure Coast Skills Gap Summit held in April 2017. At the Summit, a Workforce Readiness Taskforce was established. The recommended focus of the taskforce will be on the skills gaps for three industry sectors; advanced manufacturing, health care and skilled trades. The St. Lucie County Economic Development Council and CSRC have developed a Memorandum of Understanding (MOU) and charter to establish and develop the scope of work of the Workforce Readiness Taskforce and to align with CSRC's and CareerSource Florida's Sector Strategy Initiative.

The aforementioned Skills Gap Study along with the establishment of the Workforce Readiness Taskforce is a major initiative affecting LWDA20 that will result in significant job creation. This initiative outlines the training needed by LWDA20 employers to provide them with the qualified and skilled talent supply they need to expand their workforce. All partners clearly understand the priority of service for clients and referral and screening processes are a significant strategy of the partnerships.

With low unemployment rates in LWDA20, there is an increased demand for qualified and skilled workers. There is a shortage of trained, productive workers in LWDA20. CSRC has also faced reductions in WIOA Adult and Dislocated Worker funding over the years. With CSRC's participation/partnership with Indian River State College (IRSC) and local economic development partners, a U.S. Department of Labor (USDOL) Youth Build Grant along with other community based grant funding projects on the horizon for the 2017-2018 Program Year, there will be a significant demand for individualized WIOA support services. Being able to provide these WIOA support services would allow those unemployed, underemployed or with significant barriers, the opportunity to complete training/retraining that otherwise would provide financial hardship.

The Chairman of the CSRC Board of Directors and the local Chief Elected Official have approved this special waiver request.

CSRC agrees that if conditions warranting this special waiver change, CSRC and its Board of Directors commits to comply with the sliding scale ITA reserve requirement as originally presented and will notify CareerSource Florida of such compliance thus rescinding this special ITA waiver request.

	Workforce Innovation & Opportunity Act - WIOA			Welfare	RA (UC)	SNAP	Wagner	TAA	LVER	DVOP	Total
	Adult	Youth	Disloc Wkr	Transition			Peyser				
Revenues											
Grant Revenue - PY17-18	1,239,840.00	1,136,940.00	1,069,616.00	1,080,731.00	25,128.00	198,188.00	773,893.00	106,342.00	98,255.00	132,039.00	$ 5,860,972
Grant Revenue - PY16-17	1,298,164.00	1,193,473.00	1,216,003.00	1,177,206.00	35,775.00	218,987.00	792,473.00	192,803.00	144,256.00	207,705.00	$ 6,476,845
Grant Revenue - PY15-16	1,279,773.00	1,178,171.00	1,369,329.00	1,269,934.00	38,880.00	170,774.00	791,734.00	197,900.00	81,420.00	247,420.00	$ 6,625,335
Grant Revenue - PY14-15	1,418,506.00	1,313,643.00	1,500,816.00	1,478,483.00	109,605.00		866,753.00	113,797.00	124,296.00	165,151.00	$ 7,091,050
Grant Revenue - PY13-14	1,501,425.00	1,351,998.00	2,016,884.00	1,569,137.00	109,605.00		918,153.00	113,797.00	124,296.00	165,151.00	$ 7,870,446
Grant Revenue - PY12-13	1,553,271.00	1,536,081.00	1,861,901.00	2,197,487.00	115,000.00	210,000.00	984,032.00	19,000.00	108,588.00	161,704.00	$ 8,747,064
Funding increase/(decrease)	**(313,431)**	**(399,141)**	**(792,285)**	**(1,116,756)**	**(89,872)**	**(11,812)**	**(210,139)**	**87,342**	**(10,333)**	**(29,665)**	**(8,747,064)**

CareerSource Research Coast - LWDB 20

ITA Waiver Request Budget PY 17-18

		WIOA Adult PY 17-18 Budget	WIOA DLW PY 17-18 Budget	Total AD & DLW PY 17-18 Budget
Revenues	PY 17-18 Allocations	1,239,840	1,069,616	
	PY 17-18 Supplemental		339,679	
	Carryforward to PY 18-19		(208,350)	
	Carryforward from PY 16-17		116,774	
	Total Revenues	1,239,840	1,317,719	2,557,559
Expenses				
	Administrative			
	Indirect	246,961	57,718	
01	**Total Administrative**	246,961	57,718	
	Program Costs-Direct Training			
	Contract Labor / Services	0	0	
	One Stop Shared Costs	209,654	67,334	
	One Stop Operator	11,617	2,902	
	Salaries and Benefits	670,469	165,139	
	Other Operating Expenses	106,727	54,211	
	Travel	5,950	850	
02	**Total Program Costs-Direct Training**	1,004,416	290,435	
	Program Costs-Training Support			
	Salaries and Benefits	214,505	48,965	
	Indirect	86,055	21,062	
03	**Total Program Costs-Training Support**	300,560	70,027	
04	**Program Costs-Support Services**	**92,720**	**39,737**	**132,457**
	Training Services			
	Job Readiness	83,702	7,853	91,555
	On The Job Training- OJT	**157,610**	**85,492**	**243,102**
	Work Experience	**5,000**	**1,515**	**6,515**
	Salaries and Benefits	215,216	44,836	249,617
	Training ITA / OST	**147,784**	**45,660**	**193,444**
	Training - Cust / Employed Worker	**1,620**		**1,620**
05	**Total Training Services**	610,932	185,357	
	Funding Decision	(1,015,749)	674,447	
	Total Expenditures	1,239,840	1,317,720	

PRE-APPRENTICE
UPDATE AND OVERVIEW

Begin: October 2016 **Graduation: June 2017**

More data on how they are doing:

- 66% (8 of 12 clients) have completed 100% of training modules to date;
- 100% of active clients have received at least 1 of the provided certifications (CPR/First Aid; OSHA; High Reach);
- 100% have First Aid certifications
- 58% (7 of 12) of active clients have received ALL of certifications provided to date;
- 8 of 12 participants have been placed in Internships associated with Pre-Apprenticeship;
    - 2 have successfully completed;
    - 4 are currently still completing their Internship hours;
    - 2 were unsuccessful, but still engaged in training;
    - 2 participants still to be matched with employers;
    - 2 participants are working and cannot take part in the Internships at this time.

Cost Breakdown

- $45,000 in WIOA Tuition paid ($3,000 per participant for 15 participants);
- $3,700 in Support Services provided by WIOA funds specific to Pre-Apprentice participation to date. This includes work boots, transportation assistance, and educational supplies;
- $1,600 in participant incentives for Job Shadow, Internship completion, GED attainment and other approved work readiness activities, including reading and math upgrades;
- $8,232 in work experience wages have been paid for Pre-Apprentice Internship placements so far;

19 Young Men and Women started in October 2016

63% active participants are attending regularly!

83% of current clients are CPR and First Aid Certified

75% of current clients are OSHA 10 Certified

92% of current clients are High Reach trained and certified!

ALL 12 OF THE CURRENT ACTIVE PARTICIPANTS ARE EXPECTED TO COMPLETE THE PROGRAM IN JUNE!

CareerSource Florida
Board of Directors Meeting
February 14, 2018
Consent Item 3
Approved_____
Disapproved_____

Consent Item 3

REQUEST TO SERVE AS ONE-STOP OPERATOR

The Workforce Innovation and Opportunity Act (WIOA) requires local boards to competitively procure its One-Stop Operators. A local workforce development board may select a One-Stop Operator through sole source selection only under the criteria outlined in 20 CFR 678.610 and 2 CFR 200.320(f). Sole source procurement can only be done when:

- The item or service is available only from a single source
- The public exigency or emergency for the item or service will not permit a delay resulting from competitive solicitation
- The Federal awarding agency or pass-through entity expressly authorizes non-competitive proposals in response to a written request from the non-Federal entity
- After solicitation of a number of sources, competition is determined inadequate, whether for reasons of number or quality of proposals/bids

A local board that uses the sole source selection must prepare and maintain written documentation describing the entire process of making such a selection. Sole source procurement must be done in accordance with locally established internal control and conflict of interest policies; and procedures pursuant to 20 CFR 679.430.

CareerSource Polk submitted a request to serve as a One-Stop Operator. The Florida Department of Economic Opportunity reviewed these requests and believes CareerSource Polk sufficiently met the requirements to be designated as a One-Stop Operator.

The CareerSource Florida professional team recommends that the CareerSource Florida Board of Directors approve this request.

NEEDED ACTION

Approve CareerSource Polk's request to operate as a one-stop operator.

Supporting Document

CareerSource Polk's request for approval for the sole source designation to serve as a One-Stop Operator.

careersourcepolk.com

Request for Selection as One-Stop Operator
May 24, 2017

Background:

CareerSource Polk (CSP) is currently approved to be the direct provider of workforce services (other than training services) in Polk County. During 2016-2017, CSP has been the provider of Workforce services (other than training) for all programs including Workforce Innovation and Opportunity Act (WIOA) Adult, WIOA Dislocated Worker, Temporary Assistance for Needy Families (TANF) services and Supplemental Nutrition Assistance Program (SNAP) services. SNAP services were provided through mandatory programs starting in January 2016. CSP has been the direct provider of WIOA Youth services since July 1, 2013.

WIOA's focus is on further enhancing the high quality one-stop center system by continuing to align investments in workforce, education, and economic development to regional in-demand jobs. The new law places greater emphasis on a local resource coordinator to better meet the needs of jobseekers, workers, and businesses. This includes the cultivation of partnerships and strategies necessary for one-stops to provide job seekers and workers with the high-quality career services, education and training, and supportive services. Therefore, under WIOA the Career Centers are required to collaborate with a range of federally funded employment and training programs to promote the coordination of services on behalf of job seekers and businesses. The one-stop operator will be integral in supporting the system and coordinating these services.

In compliance with WIOA, local boards are required to procure a one-stop operator before June 30, 2017. One-Stop operators must coordinate the service delivery of required one-stop partners and providers at a career center, which includes the new core partners and service providers. WIOA also requires the selection of the One-Stop operator through a competitive procurement process based on the Uniform Code sections 2 CFR 200.318 -200.326, including written documentation explaining the competitive process followed in selecting a one-stop operator.

A one-stop operator may be a single entity or multiple entities working together to form a consortium operator. The operator may be for profit, non-profit, private or public.

During the month of March 2017 CSP issued a Request for Proposal soliciting the services of a One-Stop operator to assure the greatest degree of open competition and to achieve the best technical proposals and services at the lowest possible cost from qualified entities capable of carrying out the duties of the one-stop operator, as described in WIOA. CSP published the RFP in the local newspaper of general circulation and under the Public Notices section of the CareerSource Polk website.

CSP received only one response to the One-Stop Operator proposal. A review committee consisting of one Board Member and two staff thoroughly reviewed the proposal and had legitimate concerns about the entity, which according to the IRS Certification was recently organized (February 2, 2017), and proposed fees of $75,000, which exceeded the funding amount that CSP intended to obligate for the one-stop operator services ($20,000). Consequently, the Review Committee recommended the Board to reject the proposal and going back out for other opportunities.

All documentation related to the entire procurement process is in place and available for review if needed.

Points of Consideration:

According to WIOA, a Local Board may be selected as a One-Stop career center operator under limited conditions as described in 20 CFR 678.610 and only with agreement of the chief elected official and the Governor. Local Board must have written documentation including policies eliminating conflict of interest through established "appropriate firewalls", oversight, monitoring and evaluation of performance.

Recommendation:

CareerSource Polk is requesting approval from the Polk County Board of County Commissioners and the Governor of Florida to fulfill the duties of the One-Stop operator in compliance with WIOA. A written agreement between the Local Board and CEO will clarify how CSP will fulfill its responsibilities and demonstrate compliance with WIOA and relevant Uniform Administrative Guidance.

CareerSource Florida
Board of Directors Meeting
February 14, 2018
Action Item 1

Approved_____
Disapproved_____

Action Item 1

CAREER AND PROFESSIONAL EDUCATION (CAPE) ACT 2018-2019 INDUSTRY CERTIFICATIONS

The Career and Professional Education (CAPE) Act was created by the Florida Legislature in 2007 to improve Florida's talent pipeline to better attract and retain targeted, high-value industries and develop a knowledge-based economy. The CAPE Act seeks to ensure education, industry, workforce and economic development partners in every community collaborate to create new and meaningful opportunities for students. CAPE supports diversification of Florida's economy by providing students with cutting-edge training and earned industry certifications required for high-skill, high-wage jobs in Florida's target and infrastructure industries.

The implementation of the Act requires coordination among CareerSource Florida, the Florida Department of Education (FDOE), the Department of Economic Opportunity (DEO) and the Florida Department of Agriculture and Consumer Services (FDACS). Each year in August, submissions are received from local workforce development boards and school principals through CareerSource Florida's online submission portal. Submissions are requests for additions to the approved list of industry certifications. Upon the closing of the submission process in October 2017, 41 unduplicated requests for new additions to the current list of approved certifications were received from the local boards and school principals.

A comprehensive analysis of all certifications was conducted by CareerSource Florida, DEO and the FDOE team to determine eligibility and to ensure required endorsements were received. Upon completion of this in-depth review, the following recommendation for 24 certifications is made for consideration and action by the CareerSource Florida Board.

Recommendations by the CareerSource Florida Board are forwarded to FDOE by the required deadline date of March 1. FDOE makes its final determination on certifications eligible for 2018-2019 CAPE bonus funding.

The State Board of Education approves the final CAPE Funding list at its meeting in August.

NEEDED ACTION

- **Approve recommendations of newly submitted certifications, and;**

- **Authorize the CareerSource Florida professional team in collaboration with the Florida Department of Education staff to revise approved certifications due to certifying entities making changes, upgrading existing products, releasing newer versions or changes that relate to eligibility of certification requirements.**

The CareerSource Florida Board of Directors will be advised of all changes.

Supporting Document

CAPE New Industry Certification Submissions Recommended for 2018-2019

2018-19 CareerSource Florida Recommendations

Industry Certifications Recommended by the CareerSource Florida Board on February 14, 2018.

DOE Code	Certification/Credential Title	Issuing Organization/Provider
ABAYC003	Marine Electrical Certification	American Boat & Yacht Council
ACSMD002	Certified Personal Trainer	American College of Sports Medicine
ADESK002	Autodesk Certified User - AutoCAD	Autodesk
ADESK008	Autodesk Certified User - Revit Architecture	Autodesk
ADESK011	Autodesk Certified User - Inventor	Autodesk
ADESK021	Autodesk Certified Professional - AutoCAD	Autodesk
ADESK023	Autodesk Certified Professional - AutoCAD Civil 3D	Autodesk
ADESK024	Autodesk Certified Professional - Inventor	Autodesk
ADESK025	Autodesk Certified Professional - Revit Architecture	Autodesk
ADESK029	Autodesk Certified Professional - 3ds Max	Autodesk
ADESK031	Autodesk Certified User - 3ds Max	Autodesk
ADOBE002	Adobe Certified Expert (ACE) - After Effects	Adobe Systems
ADOBE003	Adobe Certified Expert (ACE) - Illustrator	Adobe Systems
ADOBE004	Adobe Certified Expert (ACE) - InDesign	Adobe Systems
ADOBE005	Adobe Certified Expert (ACE) - Photoshop	Adobe Systems
ADOBE007	Adobe Certified Expert (ACE) - Premiere Pro	Adobe Systems
ADOBE010	Adobe Certified Associate (ACA) - Dreamweaver	Adobe Systems
ADOBE011	Adobe Certified Associate (ACA) - Flash/Animate	Adobe Systems
ADOBE013	Adobe Certified Expert (ACE) - Acrobat	Adobe Systems
ADOBE018	Adobe Certified Associate (ACA) - Premiere Pro	Adobe Systems
ADOBE020	Adobe Certified Associate (ACA) - Illustrator	Adobe Systems
ADOBE021	Adobe Certified Associate (ACA) - InDesign	Adobe Systems
ADOBE022	Adobe Certified Associate (ACA) - Photoshop (Creative Cloud 2015 or later)	Adobe Systems

2018-19 CareerSource Florida Recommendations

Industry Certifications Recommended by the CareerSource Florida Board on February 14, 2018.

DOE Code	Certification/Credential Title	Issuing Organization/Provider
AHLAE010	Certified Front Desk Supervisor	American Hotel and Lodging Association Educational Institute
AIOPB001	Certified Bookkeeper	American Institute of Professional Bookkeepers
AMAMA001	Certified Medical Assistant (CMA)	American Association of Medical Assistants
AMDDA002	Certified Apprentice Drafter - Architectural	American Design Drafting Association
AMDDA003	Certified Drafter - Architectural	American Design Drafting Association
AMDDA004	Certified Drafter - Mechanical	American Design Drafting Association
AMDDA005	Certified Apprentice Drafter - Mechanical	American Design Drafting Association
AMEDT005	Registered Phlebotomy Technician (RPT)	American Medical Technologists (AMT)
AMSPT002	Certified Phlebotomy Technician	American Society of Phlebotomy Technicians
APPLE002	Apple Certified Technical Coordinator	Apple, Inc.
APPLE018	Apple Certified Pro (ACP) - Logic Pro X	Apple, Inc.
APPLE019	Apple Certified Support Professional	Apple, Inc.
APPLE020	Apple Certified Pro (ACP) - Final Cut Pro X	Apple, Inc.
AVIDT001	Avid Media Composer Certified User	Avid
AWELD001	Certified Welder	American Welding Society
CARCH001	Chief Architect User Certification	Chief Architect, Inc.
CARCH002	Chief Architect Certified Apprentice	Chief Architect, Inc.
CERHB001	Biotechnician Assistant	Center for Excellence for Regenerative Health Biotechnology at University of Florida
CISCO003	Cisco Certified Entry Network Technician (CCENT)	Cisco Systems, Inc.
CISCO004	Cisco Certified Network Associate (CCNA)	Cisco Systems, Inc.
CISCO005	Cisco Certified Network Professional (CCNP)	Cisco Systems, Inc.
CISCO011	Cisco Certified Network Associate Security (CCNA Security)	Cisco Systems, Inc.
CISCO013	Cisco Certified Network Associate Wireless (CCNA Wireless)	Cisco Systems, Inc.

2018-19 CareerSource Florida Recommendations

Industry Certifications Recommended by the CareerSource Florida Board on February 14, 2018.

DOE Code	Certification/Credential Title	Issuing Organization/Provider
CISCO017	Cisco Certified Network Professional Wireless (CCNP Wireless)	Cisco Systems, Inc.
CISCO018	Cisco Certified Internetwork Expert Routing and Switching (CCIE Routing & Switching)	Cisco Systems, Inc.
CNCSI001	Mastercam Certified Programmer Mill Level 1 (CPgM1)	CNC Software Inc.
CNCSI002	Mastercam Associate Certification - Mill Design and Toolpaths	CNC Software Inc.
COMPT001	CompTIA A+	Computing Technology Industry Association (CompTIA)
COMPT002	CompTIA CDIA+	Computing Technology Industry Association (CompTIA)
COMPT005	CompTIA Linux+	Computing Technology Industry Association (CompTIA)
COMPT006	CompTIA Network+	Computing Technology Industry Association (CompTIA)
COMPT007	CompTIA Project+	Computing Technology Industry Association (CompTIA)
COMPT008	CompTIA Security+	Computing Technology Industry Association (CompTIA)
COMPT009	CompTIA Server+	Computing Technology Industry Association (CompTIA)
COMPT016	CompTIA CSA+ (Cybersecurity Analyst)	CompTIA
CPREC001	Child Development Associate (CDA)	Council for Professional Recognition
DIGIT001	STARS GIS Technician	DigitalQuest, Inc.
DIGIT002	SPACE Geospatial Certification	DigitalQuest, Inc.
ESRIC001	ArcGIS Desktop Entry	ESRI
ETAIN006	Avionics Electronics Technician	Electronics Technician Association International
ETAIN008	Associate Certified Electronics Technician (CETa)	Electronics Technician Association International
FANUC001	FANUC Certified Robot Operator - 1 (FCR-01)	FANUC
FDMQA002	Certified Nursing Assistant (CNA)	Florida Department of Health
FDMQA030	911 Public Safety Telecommunicator	Florida Department of Health
FEDAA002	FAA Aviation Maintenance Technician - General	Federal Aviation Administration
FEDAA004	FAA Aviation Mechanic Technician - Airframe	Federal Aviation Administration

2018-19 CareerSource Florida Recommendations

Industry Certifications Recommended by the CareerSource Florida Board on February 14, 2018.

DOE Code	Certification/Credential Title	Issuing Organization/Provider
FEDAA007	FAA Pilot - Instrument	Federal Aviation Administration
FEDAA010	FAA Aviation Maintenance Technician - Powerplant	Federal Aviation Administration
FEDAA011	FAA Private Pilot	Federal Aviation Administration
FEDAA013	FAA Ground School	Federal Aviation Administration
FEDAA015	FAA Ground Instructor - Basic	Federal Aviation Administration
FLADA001	Florida Automobile Dealers Association (FADA) Certified Technician	Florida Automobile Dealers Association
FLAQA001	Aquaculture Technician	Florida Aquaculture Association
FLDEP003	Wastewater Treatment Plant Operator Level C	Florida Department of Environmental Protection
FLDEP006	Water Treatment Plant Operator Level C	Florida Department of Environmental Protection
FLENG001	Engineering Core certification	Florida Engineering Society
FLFBR001	Agritechnology Specialist Certification	Agricultural Education Services and Technology Inc.
FLFBR002	Agricultural Biotechnology Specialist Certification	Agricultural Education Services and Technology Inc.
FLFBR003	Agricultural Communications Specialist Certification	Agricultural Education Services and Technology Inc.
FLFBR004	Agricultural Mechanics Specialist Certification	Agricultural Education Services and Technology Inc.
FLFBR005	Animal Science Specialist Certification	Agricultural Education Services and Technology Inc.
FLFBR006	Agricultural Unmanned Aircraft Systems Specialist Certification	Agricultural Education Services and Technology Inc.
FLFBR007	Agriculture Associate Certification	Agricultural Education Services and Technology Inc.
FLFBR008	Forestry Specialist Certification	Agricultural Education Services and Technology Inc.
FLSFM005	Fire Fighter I	Florida Department of Financial Services, State Fire Marshal, Bureau of Fire Standards & Training
FLVMA002	Certified Veterinary Assistant (CVA)	Florida Veterinary Medical Association
FMAIN001	Precision Sheetmetal Operator - Level I (PSMO)	Fabricators & Manufacturers Association, International (FMA)
FNGLA001	Certified Horticulture Professional	Florida Nursery Growers and Landscape Association
GRBCI002	LEED Green Associate	Green Building Certification Institute

2018-19 CareerSource Florida Recommendations

Industry Certifications Recommended by the CareerSource Florida Board on February 14, 2018.

DOE Code	Certification/Credential Title	Issuing Organization/Provider
HBINS002	Pre-Apprenticeship Certificate Training (PACT), Building Construction Technology	Home Builders Institute
HVACE001	HVAC Excellence Employment Ready - Heat Pump	HVAC Excellence
HVACE002	HVAC Excellence EmploymentReady - Air Conditioning	HVAC Excellence
HVACE011	HVAC Excellence Employment Ready - Electrical	HVAC Excellence
IEMSR001	Emergency Medical Responder	International EMS Registry
IFSEA001	Certified Food Associate (CFA)	International Food Service Executive Association
IHKBZ001	CNC Production Specialist	IHK-Bildungszentrum
IHKBZ002	Electronics Technician for Industrial Engineering	IHK-Bildungszentrum
IHKBZ003	Industrial Mechanic	IHK-Bildungszentrum
IHKBZ004	Mechatronics Fitter	IHK-Bildungszentrum
IHKBZ005	Precision Machinist	IHK-Bildungszentrum
INTUT001	Quickbooks Certified User	Intuit
ISCET002	Electronics System Associate (ESA)	International Society for Certified Electronics Technicians
MICRO017	Microsoft Office Specialist Master	Microsoft Corporation
MICRO052	Microsoft Certified Trainer (MCT)	Microsoft Corporation
MICRO069	Microsoft Office Specialist (MOS) Bundle Certification (3 of 6)	Microsoft Corporation
MICRO070	Microsoft Technology Associate (MTA) - Database Administration Fundamentals	Microsoft Corporation
MICRO074	Microsoft Technology Associate (MTA) - Software Development Fundamentals	Microsoft Corporation
MICRO076	Microsoft Technology Associate (MTA) - Windows OS Fundamentals	Microsoft Corporation
MICRO077	Microsoft Technology Associate (MTA) - Security Fundamentals	Microsoft Corporation
MICRO078	Microsoft Technology Associate (MTA) - Networking Fundamentals	Microsoft Corporation
MICRO080	Microsoft Technology Associate (MTA) - HTML5 Application Developer Fundamentals	Microsoft Corporation
MICRO086	Microsoft Certified Solutions Associate (MCSA) - Windows Server 2012	Microsoft Corporation

2018-19 CareerSource Florida Recommendations

Industry Certifications Recommended by the CareerSource Florida Board on February 14, 2018.

DOE Code	Certification/Credential Title	Issuing Organization/Provider
MICRO102	Microsoft Technology Associate (MTA) - Mobility and Devices Fundamentals	Microsoft Corporation
MICRO103	Microsoft Technology Associate (MTA) - Introduction to Programming Using Block-Based Languages	Microsoft Corporation
MICRO104	Microsoft Technology Associate (MTA) - Introduction to Programming Using JavaScript	Microsoft Corporation
MICRO105	Microsoft Technology Associate (MTA) - Introduction to Programming Using HTML and CSS	Microsoft Corporation
MICRO106	Microsoft Certified Solutions Associate (MCSA) - Windows Server 2016	Microsoft Corporation
MSSCN001	MSSC Certified Production Technician (CPT)	Manufacturing Skills Standards Council (MSSC)
MSSCN002	MSSC Certified Logistics Technician (CLT)	Manufacturing Skills Standards Council (MSSC)
NACFS001	Modeling & Simulation (M&S) Certification	National Center for Simulation
NAHUC001	Certified Health Unit Coordinator (CHUC)	National Association of Health Unit Coordinators, Inc.
NASME001	NASM Certified Personal Trainer (CPT)	National Academy of Sports Medicine
NATEX001	Air Conditioning Service Technician	North American Technician Excellence
NATEX002	Air Conditioning Installation Specialization	North American Technician Excellence
NATEX003	Air to Air Heat Pump Installation Technician	North American Technician Excellence
NATHA002	Certified EKG Technician (CET)	National Healthcareer Association
NATHA003	Certified Medical Administrative Assistant (CMAA)	National Healthcareer Association
NATHA006	Certified Patient Care Technician (CPCT)	National Healthcareer Association
NATHA007	Certified Phlebotomy Technician (CPT)	National Healthcareer Association
NATHA010	Certified Pharmacy Technician (CPhT)	National Healthcareer Association
NATHA011	Certified Electronic Health Record Specialist (CEHRS)	National Healthcareer Association
NCATT001	Aircraft Electronics Technician (AET)	National Center for Aerospace and Transportation Technologies (NCATT)
NCATT003	Aerospace / Aircraft Assembly (AAA)	National Center for Aerospace and Transportation Technologies (NCATT)
NCCER005	NCCER Carpentry - Level 1 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER008	NCCER Construction Technology (Secondary)	National Center for Construction Education & Research (NCCER)

2018-19 CareerSource Florida Recommendations

Industry Certifications Recommended by the CareerSource Florida Board on February 14, 2018.

DOE Code	Certification/Credential Title	Issuing Organization/Provider
NCCER010	NCCER Electrical - Level 1 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER013	NCCER Electronic Systems Technician - Level 1 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER018	NCCER HVAC - Level 1 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER025	NCCER Masonry - Level 1 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER026	NCCER Plumbing - Level 1 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER032	NCCER Carpentry - Level 2 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER033	NCCER Carpentry - Level 3 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER034	NCCER Carpentry - Level 4 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER036	NCCER Concrete Finishing - Level 1 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER038	NCCER Electrical - Level 2 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER039	NCCER Electrical - Level 3 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER040	NCCER Electrical - Level 4 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER041	NCCER Electronic Systems Technician - Level 2 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER044	NCCER Masonry - Level 2 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER045	NCCER Masonry - Level 3 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER046	NCCER Painting - Level 1 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER047	NCCER Painting - Level 2 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER048	NCCER Painting - Level 3 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER061	NCCER Welding - Level 1 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER062	NCCER Welding - Level 2 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER069	NCCER Plumbing - Level 2 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER070	NCCER Plumbing - Level 3 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER071	NCCER Plumbing - Level 4 (Secondary)	National Center for Construction Education & Research (NCCER)

2018-19 CareerSource Florida Recommendations

Industry Certifications Recommended by the CareerSource Florida Board on February 14, 2018.

DOE Code	Certification/Credential Title	Issuing Organization/Provider
NCCER081	NCCER HVAC - Level 2 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER082	NCCER HVAC - Level 3 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER083	NCCER HVAC - Level 4 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER084	NCCER Industrial Maintenance Mechanic - Level 1 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER085	NCCER Industrial Maintenance Mechanic - Level 2 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER086	NCCER Industrial Maintenance Mechanic - Level 3 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER098	NCCER Manufactured Construction Technology - Level 1 (Secondary)	National Center for Construction Education & Research (NCCER)
NCCER099	NCCER Manufactured Construction Technology - Level 2 (Secondary)	National Center for Construction Education & Research (NCCER)
NCSBN002	National Licensed Practical Nurse (NCLEX-PN)	National Council of State Boards of Nursing
NIASE002	ASE Master Automobile Technician	National Institute for Automotive Service Excellence
NIASE003	ASE Master Medium/Heavy Truck Technician	National Institute for Automotive Service Excellence
NIASE005	ASE Automobile/Light Truck Technician: Automatic Transmission/Transaxle (A2)	National Institute for Automotive Service Excellence
NIASE007	ASE Automobile/Light Truck Technician: Brakes (A5)	National Institute for Automotive Service Excellence
NIASE008	ASE Automobile/Light Truck Technician: Electrical/Electronic Systems (A6)	National Institute for Automotive Service Excellence
NIASE009	ASE Automobile/Light Truck Technician: Engine Performance (A8)	National Institute for Automotive Service Excellence
NIASE010	ASE Automobile/Light Truck Technician: Engine Repair (A1)	National Institute for Automotive Service Excellence
NIASE011	ASE Automobile/Light Truck Technician: Heating and Air Conditioning (A7)	National Institute for Automotive Service Excellence
NIASE012	ASE Automobile/Light Truck Technician: Manual Drive Train and Axles (A3)	National Institute for Automotive Service Excellence
NIASE013	ASE Automobile Service Consultant (C1)	National Institute for Automotive Service Excellence
NIASE014	ASE Automobile/Light Truck Technician: Suspension and Steering (A4)	National Institute for Automotive Service Excellence
NIASE016	ASE Medium/Heavy Truck Technician: Brakes (T4)	National Institute for Automotive Service Excellence
NIASE017	ASE Collision Repair and Refinishing Technician: Mechanical and Electrical Components (B5)	National Institute for Automotive Service Excellence
NIASE018	ASE Collision Repair and Refinishing Technician: Non-structural Analysis and Damage Repair (B3)	National Institute for Automotive Service Excellence

2018-19 CareerSource Florida Recommendations

Industry Certifications Recommended by the CareerSource Florida Board on February 14, 2018.

DOE Code	Certification/Credential Title	Issuing Organization/Provider
NIASE019	ASE Damage Analysis and Estimating Certification (B6)	National Institute for Automotive Service Excellence
NIASE020	ASE Medium/Heavy Truck Technician: Diesel Engines (T2)	National Institute for Automotive Service Excellence
NIASE021	ASE Medium/Heavy Truck Technician: Drive Train (T3)	National Institute for Automotive Service Excellence
NIASE023	ASE Medium/Heavy Truck Technician: Electrical/Electronic Systems (T6)	National Institute for Automotive Service Excellence
NIASE025	ASE Medium/Heavy Truck Technician: Gasoline Engines (T1)	National Institute for Automotive Service Excellence
NIASE026	ASE Medium/Heavy Truck Technician: Heating, Ventilation, and A/C (HVAC) (T7)	National Institute for Automotive Service Excellence
NIASE029	ASE Collision Repair and Refinishing Technician: Painting and Refinishing (B2)	National Institute for Automotive Service Excellence
NIASE031	ASE Medium/Heavy Truck Technician: Preventive Maintenance Inspection (PMI) (T8)	National Institute for Automotive Service Excellence
NIASE032	ASE Collision Repair and Refinishing Technician: Structural Analysis and Damage Repair (B4)	National Institute for Automotive Service Excellence
NIASE033	ASE Medium/Heavy Truck Technician: Suspension and Steering (T5)	National Institute for Automotive Service Excellence
NIASE076	ASE Auto Maintenance and Light Repair (G1)	National Institute for Automotive Service Excellence
NIASE077	ASE Entry-level - Auto: Automatic Transmission/Transaxle (AT)	National Institute for Automotive Service Excellence
NIASE078	ASE Entry-level - Auto: Automobile Service Technology (AS)	National Institute for Automotive Service Excellence
NIASE079	ASE Entry-level - Auto: Brakes (BR)	National Institute for Automotive Service Excellence
NIASE080	ASE Entry-level - Auto: Electrical/Electronic Systems (EE)	National Institute for Automotive Service Excellence
NIASE081	ASE Entry-level - Auto: Engine Performance (EP)	National Institute for Automotive Service Excellence
NIASE082	ASE Entry-level - Auto: Engine Repair (ER)	National Institute for Automotive Service Excellence
NIASE083	ASE Entry-level - Auto: Heating and Air Conditioning (AC)	National Institute for Automotive Service Excellence
NIASE084	ASE Entry-level - Auto: Manual Drive Train and Axles (MD)	National Institute for Automotive Service Excellence
NIASE085	ASE Entry-level - Auto: Suspension and Steering (SS)	National Institute for Automotive Service Excellence
NIASE086	ASE Entry-level - Collision: Mechanical and Electrical (ME)	National Institute for Automotive Service Excellence
NIASE087	ASE Entry-level - Collision: Non-structural Analysis and Damage Repair (NS)	National Institute for Automotive Service Excellence
NIASE088	ASE Entry-level - Collision: Painting and Refinishing (PR)	National Institute for Automotive Service Excellence

2018-19 CareerSource Florida Recommendations

Industry Certifications Recommended by the CareerSource Florida Board on February 14, 2018.

DOE Code	Certification/Credential Title	Issuing Organization/Provider
NIASE089	ASE Entry-level - Collision: Structural Analysis and Damage Repair (SR)	National Institute for Automotive Service Excellence
NIASE090	ASE Entry-level - Truck: Brakes (TB)	National Institute for Automotive Service Excellence
NIASE091	ASE Entry-level - Truck: Diesel Engines (DE)	National Institute for Automotive Service Excellence
NIASE092	ASE Entry-level - Truck: Electrical/Electronic Systems (TE)	National Institute for Automotive Service Excellence
NIASE093	ASE Entry-level - Truck: Steering & Suspension (TS)	National Institute for Automotive Service Excellence
NIFMS001	NIMS Machining Level I - CNC Milling: Programming Setup & Operations	National Institute for Metalworking Skills (NIMS)
NIFMS002	NIMS Machining Level I - CNC Turning: Programming Setup & Operations	National Institute for Metalworking Skills (NIMS)
NIFMS007	NIMS Machining Level II - Manual Milling Skills II	National Institute for Metalworking Skills (NIMS)
NIFMS008	NIMS Machining Level I - Turning Operations: Turning Between Centers	National Institute for Metalworking Skills (NIMS)
NIFMS010	NIMS Machining Level I - Turning Operations: Turning Chucking Skills	National Institute for Metalworking Skills (NIMS)
NIFMS012	NIMS Machining Level II - Grinding Skills II	National Institute for Metalworking Skills (NIMS)
NIFMS013	NIMS Machining Level I - Drill Press Skills I	National Institute for Metalworking Skills (NIMS)
NIFMS014	NIMS Machining Level I - CNC Milling: Operations	National Institute for Metalworking Skills (NIMS)
NIFMS015	NIMS Machining Level I - CNC Turning: Operations	National Institute for Metalworking Skills (NIMS)
NIFMS016	NIMS Machining Level I - Grinding Skills I	National Institute for Metalworking Skills (NIMS)
NIFMS017	NIMS Machining Level I - Manual Milling Skills I	National Institute for Metalworking Skills (NIMS)
NIFMS018	NIMS Machining Level II - Drill Press Skills II	National Institute for Metalworking Skills (NIMS)
NIFMS019	NIMS Machining Level II - CNC Milling Skills II	National Institute for Metalworking Skills (NIMS)
NIFMS020	NIMS Machining Level II - CNC Turning Skills II	National Institute for Metalworking Skills (NIMS)
NINSC001	Certified LabVIEW Associate Developer (CLAD)	National Instruments Corporation
NRAEF001	Foodservice Management Professional (FMP)	National Restaurant Association Educational Foundation
NRAEF002	National ProStart Certificate of Achievement	National Restaurant Association Educational Foundation
NRAEF003	Certified Food Protection Manager (ServSafe®)	National Restaurant Association Educational Foundation

2018-19 CareerSource Florida Recommendations

Industry Certifications Recommended by the CareerSource Florida Board on February 14, 2018.

DOE Code	Certification/Credential Title	Issuing Organization/Provider
NREMT001	Emergency Medical Technician (EMT)	National Registry of Emergency Medical Technicians
NREMT003	Emergency Medical Responder (EMR)	National Registry of Emergency Medical Technicians
NRFSP001	Certified Food Safety Manager	National Registry of Food Safety Professionals
ORACL001	Oracle Certified Associate (OCA): Database	Oracle Corporation
ORACL004	Oracle Certified Associate (OCA): Java Programmer	Oracle Corporation
ORACL005	Oracle Certified Professional (OCP): Java Programmer	Oracle Corporation
PROSO003	Certified Internet Web (CIW) E-Commerce Specialist	Certification Partners
PROSO006	Certified Internet Web (CIW) Database Design Specialist	Certification Partners
PROSO016	Certified Internet Web (CIW) Internet Business Associate	Certification Partners
PROSO017	Certified Internet Web (CIW) JavaScript Specialist	Certification Partners
PROSO018	Certified Internet Web (CIW) Network Technology Associate	Certification Partners
PROSO020	Certified Internet Web (CIW) Site Development Associate	Certification Partners
PROSO021	Certified Internet Web (CIW) Web Design Professional	Certification Partners
PROSO022	Certified Internet Web (CIW) Web Design Specialist	Certification Partners
PROSO023	Certified Internet Web (CIW) Web Development Professional	Certification Partners
PROSO024	Certified Internet Web (CIW) Web Foundations Associate	Certification Partners
PROSO025	Certified Internet Web (CIW) Web Security Associate	Certification Partners
PROSO027	Certified Internet Web (CIW) Advanced HTML5 & CSS3 Specialist	Certification Partners
PRSVA001	Graduate - Certified Appliance Professional (GCAP)	Professional Service Association
PTCBD001	Pharmacy Technician	Pharmacy Technician Certification Board
RECFN001	RECF Pre-Engineering Certification	Robotics Education and Competition Foundation
RECFN002	RECF Robotics Certification	Robotics Education and Competition Foundation
SOCTE004	Broadband Premises Installer (BPI)	Society of Cable Telecommunications Engineers

2018-19 CareerSource Florida Recommendations

Industry Certifications Recommended by the CareerSource Florida Board on February 14, 2018.

DOE Code	Certification/Credential Title	Issuing Organization/Provider
SOLID003	Certified Solidworks Associate-Academic (CSWA-Academic)	Dassault Systems Solidworks Corporation
SPACE001	Aerospace Technician	SpaceTec
TAFLP001	Accredited Legal Professional (ALP)	NALS…the Association for Legal Professionals
TAFLP002	Professional Legal Secretary (PLS)	NALS…the Association for Legal Professionals
TAFOM001	Certified in Production and Inventory Management (CPIM)	American Production and Inventory Control Society (APICS)
TBOOM001	Toon Boom Certified Associate (Harmony Premium)	Toon Boom Animation
TBOOM003	Toon Boom Certified Associate (Storyboard Pro)	Toon Boom Animation
TBOOM004	Toon Boom Certified Associate (Harmony Advanced)	Toon Boom Animation
USINS001	Small UAS Safety Certification	Unmanned Safety Institute
USINS002	Visual Line of Sight System Operator (VSO)	Unmanned Safety Institute

2018-2019 CAPE Recommendations For Consideration by CareerSource Florida Board of Directors

CAPE New Industry Certification Submissions Recommended for 2018-2019		
DOE Code	**Certification Title**	**Issuing Organization/Provider**
NIASE077	ASE Entry-level - Auto: Automatic Transmission/Transaxle (AT)	National Institute for Automotive Service Excellence
NIASE078	ASE Entry-level - Auto: Automobile Service Technology (AS)	National Institute for Automotive Service Excellence
NIASE079	ASE Entry-level - Auto: Brakes (BR)	National Institute for Automotive Service Excellence
NIASE080	ASE Entry-level - Auto: Electrical/Electronic Systems (EE)	National Institute for Automotive Service Excellence
NIASE081	ASE Entry-level - Auto: Engine Performance (EP)	National Institute for Automotive Service Excellence
NIASE082	ASE Entry-level - Auto: Engine Repair (ER)	National Institute for Automotive Service Excellence
NIASE083	ASE Entry-level - Auto: Heating and Air Conditioning (AC)	National Institute for Automotive Service Excellence
NIASE084	ASE Entry-level - Auto: Manual Drive Train and Axles (MD)	National Institute for Automotive Service Excellence
NIASE085	ASE Entry-level - Auto: Suspension and Steering (SS)	National Institute for Automotive Service Excellence
NIASE086	ASE Entry-level - Collision: Mechanical and Electrical (ME)	National Institute for Automotive Service Excellence
NIASE087	ASE Entry-level - Collision: Non-structural Analysis and Damage Repair (NS)	National Institute for Automotive Service Excellence
NIASE088	ASE Entry-level - Collision: Painting and Refinishing (PR)	National Institute for Automotive Service Excellence
NIASE089	ASE Entry-level - Collision: Structural Analysis and Damage Repair (SR)	National Institute for Automotive Service Excellence
NIASE090	ASE Entry-level - Truck: Brakes (TB)	National Institute for Automotive Service Excellence
NIASE091	ASE Entry-level - Truck: Diesel Engines (DE)	National Institute for Automotive Service Excellence
NIASE092	ASE Entry-level - Truck: Electrical/Electronic Systems (TE)	National Institute for Automotive Service Excellence
NIASE093	ASE Entry-level - Truck: Steering & Suspension (TS)	National Institute for Automotive Service Excellence
ADESK031	Autodesk Certified User - 3ds Max	Autodesk
COMPT016	CompTIA CSA+ (Cybersecurity Analyst)	CompTIA
FANUC001	FANUC Certified Robot Operator - 1 (FCR-01)	FANUC
MICRO103	Microsoft Technology Associate (MTA) - Introduction to Programming Using Block-Based Languages	Microsoft
MICRO104	Microsoft Technology Associate (MTA) - Introduction to Programming Using JavaScript	Microsoft
MICRO105	Microsoft Technology Associate (MTA) - Introduction to Programming Using HTML and CSS	Microsoft
TBOOM004	Toon Boom Certified Associate (Harmony Advanced)	Toon Boom Animation

CAPE Submissions Not Recommended for 2018-2019		
	Submission Title	**Reason Not Being Recommended**
	5G ™ Power Skills Certification	Does not meet the definition of an industry certification
	ASE Entry-level - Auto: Maintenance and Light Repair (MR)	The ASE Entry-level - Auto: Automotive Service Technology is a higher level certification covering similar content. The higher level version of the certification was recommended
	Aviation Academy Program (AAP)	Documentation to review the certification was not available.
	Certified Health Safety Assistant	Cannot document the skills assessed by the exam. Cannot be linked to Florida employment based upon level of rigor of the certification
	Certified Professional Food Management	Does not meet the definition of an industry certfication. Exam is offered by Prometric, not industry.
	Certified Solidworks Professional	Cannot be linked to Florida employment based upon level of rigor of the certification
	Entrepreneurship and Small Business	Certification does not meet the definition of an industry certification and cannot be linked to a targeted occupation.
	Introductory Childcare Training Certificate	Cannot be linked to Florida targeted occupation based upon level of rigor of the certification
	Iron Worker I	This is a postsecondary apprenticeship program.
	IT Fundamentals	Cannot be linked to Florida employment based upon level of rigor of the certification
	Lean/Six Sigma Yellow Belt Certification Exam	Documentation to review the certification was not available.
	National Career Readiness Exam	Certificate is not occupationally specific. Cannot be linked to a targeted occupation.
	Network Pro	Does not meet the test adminstration requirements. Exam may be taken in a non-proctored environment.
	PC Pro	Does not meet the test adminstration requirements. Exam may be taken in a non-proctored environment.
	Professional Communications Certification	Cannot document the skills assessed by the exam. Cannot document that it meets the definition of an industry certification.
	Remote Pilot Certificate (Part 107)	Does not meet the statutory definition of a certification. Certification is not linked to employment and is used to satify regulatory requirements for recreational drone usage.
	Security Pro	Does not meet the test adminstration requirements. Exam may be taken in a non-prcotored environment.

CAPE Industry Certifications - New Version of Certification Added		
	Certification Title	**Reason**
MICRO106	Microsoft Certified Solutions Associate (MCSA) - Windows Server 2016	This exam is a restructured and updated version of MCSA Windows Server 2012. The test in the 2016 version are subject based with each section covering different topics.

CareerSource Florida
Board Meeting
February 14, 2018
Action Item 2
Approved_____
Disapproved_____

Action Item 2

SECTOR STRATEGY POLICY 2018.02.14.A.2

Public Law 113-128, the Workforce Innovation and Opportunity Act of 2014 (WIOA), requires sector partnerships as a strategy. Chapter 445.004(10), Florida Statutes, requires state workforce development strategy to include efforts that enlist business, education and community support for students to achieve long-term career goals. Development of sector strategies and career pathways is a component of Florida's Statewide WIOA Unified Plan and state workforce development strategy.

Sector strategies are regional, industry-focused approaches to building a skilled workforce and are an effective way to align public and private resources to address the talent needs of employers. Evidence shows that sector strategies can simultaneously improve employment opportunities for job seekers and enhance the competitiveness of industries.

Effective sector strategies rely on strong sector partnerships, sometimes referred to as industry partnerships, workforce collaboratives or regional skills alliances. These partnerships are led by businesses within a critical industry cluster working collaboratively with workforce development, education and training, economic development, labor and community organizations. Sector strategies are driven by data, founded on a shared regional vision and guided by industry. They lead to strategic alignment, transform how employer and job seeker services are delivered, and measure, improve and sustain outcomes of local workforce partnerships.

Pursuant to Public Law 113-128, the Workforce Innovation and Opportunity Act (WIOA), CareerSource Florida Sector Strategy Policy 2018.02.14.A.2 requires local workforce development area plans to include the sector strategy components as described in the policy.

NEEDED ACTION

- **Consider CareerSource Florida Sector Strategy Policy 2018.02.14.A.2 for approval.**

Supporting Document

Sector Strategy Policy 2018.02.14.A.2

2018.02.14.A.2

Strategic Policy

Title:	**Sector Strategy Policy**
Adopted:	
Effective:	

I. PURPOSE AND SCOPE

Sector strategies are regional, industry-focused approaches to building a skilled workforce and are an effective way to align public and private resources to address the talent needs of employers and define and build career pathways for workers. Evidence shows that sector strategies can simultaneously improve employment opportunities for job seekers and enhance the competitiveness of industries. Effective sector strategies rely on strong sector partnerships, sometimes referred to as "industry partnerships, workforce collaboratives or regional skills alliances." These partnerships are led by groups of businesses within a critical industry cluster working collaboratively with workforce development, education and training, economic development, labor and community organizations.

The Workforce Innovation and Opportunity Act (WIOA) clearly establishes sector strategies as a primary approach for meeting employer needs while simultaneously building and defining career pathways for individuals. WIOA provides a clear definition for sector or industry partnerships, requires the development or convening of industry or sector partnerships at the regional level and mandates that strategies for convening sector partnerships be a clear part of a state's vision for achieving key workforce and economic development outcomes.

This policy lays out the State of Florida's strategic vision for effective sector strategies, as outlined in the following strategic framework:

- Driven by High-Quality Data
- Founded on a Shared, Regional Vision
- Directed by Industry
- Lead to Strategic Alignment
- Transform How Services (jobseeker/worker and employer) are Delivered
- Measured, Improved and Sustained

This policy applies to CareerSource Florida and all 24 local workforce development boards. It requires local workforce development boards to include their approach to establishing, implementing and sustaining effective sector strategies in their local workforce development plans.

II. BACKGROUND

The publicly funded workforce system envisioned by WIOA is quality-focused, employer-driven, customer-centered, and tailored to meet the needs of regional economies. In collaboration with partners, it aligns workforce development, education, and economic development programs and resources with regional economic development strategies to meet the needs of local and regional employers and provide comprehensive, accessible and high-quality career opportunities for job seekers and workers. Achieving this vision for the workforce system depends upon the development and implementation of industry sector strategies.

CareerSource Florida, Inc., is the principal workforce policy organization for the state that designs and implements strategies that help Floridians enter, remain in, and advance in the workplace, so they may become more highly skilled and successful. This benefits Floridians, Florida businesses and fosters the development of the state's business climate. Development of sector strategies and career pathways is a component of Florida's Statewide WIOA Unified Plan.

To build the capacity of the state and local workforce system, much foundational work was completed in 2016-17 by CareerSource Florida and local boards. Technical assistance, assessments, meetings, and workshops were held throughout the state. Workshops included input from workforce, education, economic development and business partners. This fostered an understanding of sector strategies and emphasized the importance of aligning all talent development activities with economic development strategies. Extensive work was completed with the development of technical assistance plans and outreach materials for local boards to enhance sector strategy planning and implementation.

III. AUTHORITY

Public Law 113-128, Workforce Innovation and Opportunity Act (2014)

Chapter 445.004, Florida Statutes

I. HISTORY

Date	Description

II. ATTACHMENTS

None