

## PROGRAMS & SERVICES COMMITTEE AGENDA



**Date:** Wednesday, September 2, 2020  
**Time:** 8:00 A.M.  
**Place:** Virtual Meeting

<https://www3.gotomeeting.com/join/270365422>  
Dial 1 877 568 4106  
Access Code: 270-365-422

1. Welcome & Attendance
- \*\* 2. Review and Approve Revised WIOA Ad/DW Program Policies
  - 2i. Revised On the Job Training Policy
  - 2ii. Revised Individual Training Account Policy
- \*\* 3. Review and Approve Revised WIOA Youth Program Policies
  - 3i. Revised Measurable Skills Gain Policy
  - 3ii. Revised Definition of Youth Requiring Additional Assistance Policy
- \*\* 4. Review and Approve New and Revised WT Program Policies
  - 4i. Pre-Penalty and Sanctions Policy
  - 4ii. Cash Assistance Severance Policy
  - 4iii. Revised Assigning Activities Policy
  - 4iv. Revised Relocation Assistance Policy
  - 4v. Revised Transitional Support Services Policy
- \*\* 5. Review and Approve Programs of Study for Continuation on LWDB20 Eligible Training Providers List (ETPL)
6. CSRC Primary Indicators of Performance for PYs 2020-2021 and PY2021-2022

### INFORMATION/DISCUSSION ONLY

7. Other Business
8. Set Agenda Items for Next Meeting
7. Adjourn

\*\* Indicates possible voting item and open for public comment

## AGENDA ITEM SUMMARY

<b>TITLE:</b>	Workforce Innovation and Opportunity Act (WIOA) On the Job Training Policy Revisions
<b>STRATEGIC GOALS:</b>	Optimal Use of Resources
<b>POLICY/PLAN/LAW:</b>	Workforce Innovation and Opportunity Act; CareerSource Florida Policy #100
<b>ACTION REQUESTED</b>	Review and approve WIOA OJT Policy Revisions
<b>BACKGROUND:</b>	<p>Local Workforce Development Boards (LWDSBs) are required to ensure that all OJTs are provided under a written contract with an employer or registered apprenticeship program sponsor in the public, private non-profit or the private sector.</p> <p>The current policy requires the employer, the WIOA participant, and CSRC staff to sign the OJT contract prior to the start of the OJT. CareerSource Research Coast's (CSRC's) contracted monitoring firm, Taylor, Hall, Miller and Parker, advised that the reimbursement and funding conditions addressed in the OJT contract are between CSRC and the employer, thus the WIOA participant should have no role in the contracting process. Based on this guidance, staff revised the current OJT policy to remove the requirement for WIOA participants to sign the OJT contract.</p> <p>The WIOA participant will continue to be required to sign the Training Plan, which addresses all elements of the On the Job training.</p>
<b>STAFF RECOMMENDATION:</b>	Approve the Revised WIOA OJT Policy
<b>SUPPORTING MATERIALS:</b>	WIOA – Individual Training Account Policy
<b>BOARD STAFF:</b>	Tracey McMorris, Vice President of Operations <a href="mailto:tmcmorris@careersourcerc.com">tmcmorris@careersourcerc.com</a> (866) 482-4473 ext. 528



WORKFORCE INNOVATION & OPPORTUNITY ACT POLICY  
INDIVIDUAL TRAINING ACCOUNT POLICY  
ORIGINAL APPROVAL DATE: 2/12/2014  
REVISION DATE: 2/5/2020 [9/2/2020](#)  
BOARD EFFECTIVE DATE: 2/26/2020 [9/9/2020](#)

## **PURPOSE**

To provide guidance on the use of Workforce Innovation and Opportunity Act (WIOA) Individual Training Accounts (ITA) for career seekers determined in need of training and determined eligible and suitable for training. The intent of WIOA training services is for the career seeker to gain self-sufficient employment in their field of training. This policy establishes Regional expectations which will lead to successful training completion, certification/credential attainment and gainful employment.

## **REFERENCE**

The Workforce Innovation and Opportunity Act of 2014 (WIOA), Sec.134(c)(3)(G)(ii); Workforce Innovation and Opportunity Act specified that, with certain limited exemptions, all Title I Adult and Dislocated Worker training services shall be provided through the use of Individual Training Accounts (ITAs).

## **BACKGROUND**

The federal Workforce Innovation and Opportunity Act promotes career seeker choice and created ITAs for that purpose. Career seekers determined eligible and suitable are issued an ITA for training programs included on the Local Targeted Occupations List (LTOL) and the approved Eligible Training Provider List (ETPL). The Workforce Innovation and Opportunity Act, at Section 134 of the Regulations, states that a program of training services may include a program of one or more classes or courses, or a structured regimen, that upon successful completion leads to a certification/credential, an associates of science degree, a baccalaureate degree, registered apprenticeship program, or the skills or competencies needed for a specific job or jobs, an occupation, an occupational group, or generally, for many types of jobs or occupations, as recognized by employers and determined prior to training.

Under WIOA, training services may be provided if CareerSource Research Coast (CSRC) staff determine, after an interview, evaluation, assessment, and career planning, that the individual:

- Is unlikely or unable to obtain or retain employment, that leads to economic self-sufficiency or wages comparable to or higher than wages from previous employment through career services alone;
- Is in need of training services to obtain or retain employment that leads to self-sufficiency or wages comparable to or higher than wages from previous employment, through career services alone; and
- Have the skills and qualifications to successfully participate in the selected program of training service.

ITAs may not be used to finance graduate degrees or a second degree. However, CSRC considers continued training to those who may have a degree in an outdated field or in a field that is not considered high wage/high skill in accordance with the LTOL. Career seekers may use their ITAs for an undergraduate degree or skill competencies necessary to obtain or retain employment. However, there are considerations to be addressed by the Career Planner and the career seeker prior to the issuance of the ITA. There must be an Individual Employment Plan (IEP) (Career Plan) that demonstrates the ITA will assist in funding the training necessary for obtaining the degree, and that other funding (such as PELL, scholarships, grants, loans, family assistance, etc., specifically listed with dollar estimates) is or will be available so the degree can be completed and employment gained. The IEP (Career Plan) must also ensure that the program of study will prepare the individual for employment in a demand occupation included on the current approved LTOL.

WIOA requires that individuals be provided an ITA to pay for tuition, books and fees related to occupational skills training accessed through an approved training provider. CareerSource Florida requires that local boards establish policies related to the value of the ITA, cancellation, transferability, increases or decreases in value, and lifetime limits that apply to these accounts.

## **POLICY**

CSRC has developed its ITA system to encourage and promote career pathways that lead to self-sufficiency. To be eligible for an ITA, the following criteria must be met:

1. The career seeker must not have received an ITA in the past 24 months. An ITA tier system will be utilized to determine the amount of the ITA. All ITAs will be categorized using the entry wage of the selected training program.



**WORKFORCE INNOVATION & OPPORTUNITY ACT POLICY**

**INDIVIDUAL TRAINING ACCOUNT POLICY**

ORIGINAL APPROVAL DATE: 2/12/2014

REVISION DATE: 2/5/2020 9/2/2020

BOARD EFFECTIVE DATE: 2/26/2020 9/9/2020

2. Priority will be given for ITAs for occupations in the following industry sectors approved by CSRC throughout the local workforce development area (LWDA):

- Advanced Manufacturing
- Healthcare
- Construction Trades
- Logistics and Distribution
- Hospitality
- Business & Professional Services

3. The thresholds for allowable investment, within a given Program Year, will be categorized in the following two tiers\*:

TIER	AVG ENTRY WAGE FOR LWDA	MAXIMUM ITA INVESTMENT
Tier 1	\$13.00 to \$15.00 per hour	Up to <del>\$3,500</del> 7,500
Tier 2	\$15.01+ per hour	Up to <del>\$5,000</del> 10,000

\*ITA's may be awarded at the Tier amount for those occupations whose entry wage is not at the designated level when the training program provides a career pathway for an occupation designated in the LWDA's industry sectors. The training must be included on the CSRC ETPL.

4. To maximize resources, CSRC requires the rental of training related textbooks when available and appropriate.
5. Career seekers must be residents of the CSRC service delivery area to receive an ITA. ITAs may be awarded to eligible and suitable career seekers who are residents of other CareerSource LWDA's when each of the following conditions are met:
  - a) The purpose of the ITA is for specialized sector training as specified by WIOA funding awarded through grants and/or specialized projects.
  - b) A partnership with the Local Workforce Development Board governing the LWDA in which the career seeker resides has been established and documented.
6. Assessment is mandatory in order to target services to the individual needs of the career seeker who is unable to find suitable employment with existing skills and/or academic credentials as evidenced through documented unsuccessful job search and placement.
7. The career seeker has been determined through formal assessment(s), interviews and career planning, to be an appropriate match and possess the aptitude to complete the selected training program, obtain the appropriate certification/credential, and be eligible for hire in training related employment.
8. As part of the suitability determination process, career seekers must demonstrate, through a documented budget analysis, the ability to self-sustain financially for the length of the training until employment is gained, and is able to cover the training amount above CSRC funds.
9. The selected training program and training provider is listed on the ETPL and is within the LWDA's commuting area.
10. The career seeker must select an eligible training program offered by an eligible training provider, which upon completion of training, leads to an industry recognized certification, credential, or degree.
11. On an annual basis, or in the case of scholarships, as they become available, the career seeker must apply for other training assistance (for example: Pell grants, scholarships and employer-sponsored training) to help assist with the cost of training and training related support.



## WORKFORCE INNOVATION & OPPORTUNITY ACT POLICY

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12. The career seeker will only receive one (1) ITA to complete the training program for which they are deemed suitable and eligible. In the event that the career seeker has completed such program and is requesting additional funding to upgrade their program and continue on a career pathway, additional funding may be awarded, provided it is not for a graduate degree or second degree. Note: Individuals who have degrees in current demand occupations, employed full-time and have years of experience in their field are not appropriate for consideration of additional training. Consideration will be given to individuals who have outdated credentials and/or credentials in occupations not considered high wage/high skills as referenced on the LTOL and are determined under-employed. Career seekers who meet one of the following conditions are considered under-employed:
    - Individuals employed less than full-time who are seeking full-time employment;
    - Individuals who are employed in a position that is inadequate with respect to their skills and training;
    - Individuals who are employed who meet the definition of low-income individual;
    - Individuals who are employed, but whose current job's earnings are not sufficient compared to their previous job's earnings from their employment, per state and/or local policy.
  13. The duration of the ITA cannot exceed 12 months. In conjunction with the Career Planner, the career seeker must develop a documented educational plan that ensures completion of the training program within the allowable 12-month timeframe. Note: An exception may be considered in the case of medical issues, military deployment, or other life changing events that alter the scheduled plan of completion for the training program. This exception must be approved, in advance, by the WIOA Programs Manager or the Senior Vice President of Operations. CSRC reserves the right to limit the number of semesters/terms and the amount of funding provided based on length of training, cost of training programs and availability of funds.
  14. Payments to training providers made on behalf of ITA career seekers will be on an individual class or per semester. Only the last two (2) semesters/terms of training programs will be funded.
  15. Career seekers must demonstrate satisfactory progress throughout the length of the training in order to continue receiving WIOA funding. Satisfactory progress for the purpose of this policy is defined as maintaining a "C" average for each approved class on an official transcript or grade report. If the career seeker does not perform as expected, the ITA may be withdrawn until such time the grade level in each class returns to a "C" (2.0) and documentation provided to the Career Planner.
  16. ITAs will be used towards the last two (2) semesters/terms needed to complete the training program, or towards short-term training, not to exceed 12 months. This is to ensure career seekers have the opportunity to prepare for the workforce at the highest level needed to be marketable in the LWDA. The Career Planners are to counsel career seekers and provide guidance/assistance for setting occupational goals. Note: The intent of WIOA funded training is to ensure career seekers gain self-sufficient employment in a demand occupation at the completion of training.
  17. All ITAs are subject to the availability of funds and issued for the current program year only. CSRC cannot provide a guarantee of continued funding as funds used to provide training are based on federal/state dollars' availability.
- The use of ITAs for occupational skills training is subject to the Priority of Service procedures defined by WIOA.
18. ITAs are not transferable.

### AGENDA ITEM SUMMARY

<b>TITLE:</b>	Workforce Innovation and Opportunity Act (WIOA) Individual Training Account (ITA) Policy Revisions
<b>STRATEGIC GOALS:</b>	Optimal Use of Resources
<b>POLICY/PLAN/LAW:</b>	Workforce Innovation and Opportunity Act
<b>ACTION REQUESTED</b>	Review and approve WIOA ITA Policy Revisions
<b>BACKGROUND:</b>	<p>The Workforce Innovation and Opportunity Act requires that individuals be provided an ITA to pay for tuition, books and fees related to occupational skills training accessed through an approved training provider. CareerSource Florida requires that local boards establish policies related to the value of the ITA, cancellation, transferability, increases or decreases in value, and lifetime limits that apply to these accounts.</p> <p>The ITA policy was revised to increase the ITA limits to a maximum of \$10,000 from the previous limit of \$5000.</p>
<b>STAFF RECOMMENDATION:</b>	Approve the Revised WIOA ITA Policy
<b>SUPPORTING MATERIALS:</b>	WIOA – Individual Training Account Policy
<b>BOARD STAFF:</b>	Tracey McMorris, Vice President of Operations <a href="mailto:tmcmorris@careersourcerc.com">tmcmorris@careersourcerc.com</a> (866) 482-4473 ext. 528



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WORKFORCE INNOVATION & OPPORTUNITY ACT POLICY  
INDIVIDUAL TRAINING ACCOUNT POLICY

ORIGINAL APPROVAL DATE: 2/12/2014

REVISION DATE: [2/5/2020](#)/[9/2/2020](#)

BOARD EFFECTIVE DATE: [2/26/2020](#)/[9/9/2020](#)

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17. All ITAs are subject to the availability of funds and issued for the current program year only. CSRC cannot provide a guarantee of continued funding as funds used to provide training are based on federal/state dollars' availability.

The use of ITAs for occupational skills training is subject to the Priority of Service procedures defined by WIOA.

18. ITAs are not transferable.

## AGENDA ITEM SUMMARY

**TITLE:** Workforce Innovation & Opportunity Act (WIOA) Youth Measurable Skills Gains Policy Revisions

**STRATEGIC GOALS** Operational Intelligence

**POLICY/PLAN/LAW:** Workforce Innovation & Opportunity Act

**ACTION REQUESTED:** Review and Approve WIOA Youth Measurable Skills Gains Policy Revisions

**BACKGROUND:** The Workforce Innovation and Opportunity Act (WIOA) regulations specify that measurable skills gains attainment must be documented for WIOA-enrolled youth, to include training milestones, skills progressions, attainment of a secondary school diploma or its equivalent, and/or educational functioning level gains. A minimum of one measurable skills gain from any category must be attained for each participant within 12 months of enrollment in a WIOA Youth program, and during every year of enrollment until the WIOA Youth case is closed.

LWDA 20 developed a local policy to provide clear guidance regarding WIOA Youth Measurable Skills Gains requirements. The categories of measurable skills gains to be utilized in LWDA20 are defined in the policy.

**STAFF RECOMMENDATION:** Approve the Revised WIOA Youth Measurable Skills Gains Policy

**SUPPORTING MATERIALS:** WIOA Youth Measurable Skills Gains Policy

**BOARD STAFF:** Tracey McMorris, Vice President of Operations/COO  
[tmcmorris@careersourcerc.com](mailto:tmcmorris@careersourcerc.com) (866) 482-4473 ext. 528

## **PURPOSE**

To provide guidance to the Workforce Innovation and Opportunity Act (WIOA) Youth Program on obtaining, recording, updating and verifying measurable skills gains for WIOA youth participants.

## **REFERENCES**

Section 129 of the Workforce Innovation and Opportunity Act.

## **BACKGROUND**

Section 129 HR 803-82 and 803-83 of the WIOA regulations specify that measurable skills gains attainment must be documented for WIOA-enrolled youth, to include training milestones, skills progressions, attainment of a secondary school diploma or its equivalent, and/or educational functioning level gains. A minimum of one measurable skills gain from any category must be attained for each participant enrolled in a WIOA Youth training or education activity. At least one measurable skills gain is required for each Program Year of enrollment within such an activity, until the activity is closed within 12 months of enrollment in a WIOA Youth program, and during every year of enrollment until the WIOA Youth case is closed.

## **POLICY**

~~For~~ CareerSource Research Coast (CSRC), ~~as~~ the Local Workforce Development Board (LWDB) for Martin, St. Lucie and Indian River Counties, defines the categories of measurable skills gains ~~are defined~~ as follows:

- Training Milestone  
~~T~~he attainment of skills during an on-the-job training activity (not to include job shadowing or work experience/internship activities) as documented by evaluations completed by the employer or training provider during the on-the-job training period.
- Skills Progression  
~~T~~he attainment of skills as documented by the passing of an employer-required knowledge-based exam or documentation of satisfactory attainment of an element on an industry or occupational competency exam or test required to obtain a credential.
- Attainment of a Secondary School Diploma or its Equivalent  
~~D~~edocumentation that the participant attained a high school diploma/state-recognized equivalent documenting completion of secondary studies or alternative diploma, or documentation that the participant obtained passing scores on all 4 sections of the GED test.
- Educational Functioning Level  
~~d~~edocumentation of the results of a pre and post TABE-CASAS exam, or other literacy and numeracy test approved by the National Reporting System (NRS) that shows an increase of at least one functional level in reading and/or math.
- Secondary Transcript/Report Card  
~~R~~eport card/transcript for one semester and meets academic standards.
- Credits Attained for Educational Functioning Level (EFL)-  
~~M~~ay be secondary school credits or secondary school Carnegie credits.

Measurable skills gains must be attained by all participants of the WIOA Youth program. It is required that all WIOA Youth participants enrolled in a training or education activity attain one or more measurable skills gains in at least one category on or before the one year anniversary date of their enrollment during each Program Year of



WORKFORCE INNOVATION AND OPPORTUNITY ACT - YOUTH  
MEASURABLE SKILLS GAINS POLICY

ORIGINAL APPROVAL DATE: 12/19/2018

REVISION DATE: 9/2/2020

BOARD EFFECTIVE DATE: 12/19/2018 9/2/2020

enrollment as long as the training or education activity remains open. WIOA-enrolled youth must continue to attain at least one measureable skills gain in any category every year on or before the anniversary date of their enrollment for as long as the WIOA youth file remains active.

Refer to **WIOA Youth – Measurable Skills Gains Procedure** —~~December 2018~~

## **PURPOSE**

To provide guidance to the Workforce Innovation and Opportunity Act (WIOA) Youth Program on obtaining, recording, updating and verifying measurable skills gains for WIOA youth participants.

## **REFERENCES**

Section 129 of the Workforce Innovation and Opportunity Act.

## **BACKGROUND**

Section 129 HR 803-82 and 803-83 of the WIOA regulations specify that measurable skills gains attainment must be documented for WIOA-enrolled youth, to include training milestones, skills progressions, attainment of a secondary school diploma or its equivalent, and/or educational functioning level gains. A minimum of one measurable skills gain from any category must be attained for each participant enrolled in a WIOA Youth training or education activity. At least one measurable skills gain is required for **each** Program Year of enrollment within such an activity, until the activity is closed.

## **POLICY**

CareerSource Research Coast (CSRC), the Local Workforce Development Board (LWDB) for Martin, St. Lucie and Indian River Counties, defines the categories of measurable skills gains as follows:

- **Training Milestone**  
The attainment of skills during an on-the-job training activity (not to include job shadowing or work experience/internship activities) as documented by evaluations completed by the employer or training provider during the on-the-job training period.
- **Skills Progression**  
The attainment of skills as documented by the passing of an employer-required knowledge-based exam or documentation of satisfactory attainment of an element on an industry or occupational competency exam or test required to obtain a credential.
- **Attainment of a Secondary School Diploma or its Equivalent**  
Documentation that the participant attained a high school diploma/state-recognized equivalent documenting completion of secondary studies or alternative diploma, or documentation that the participant obtained passing scores on all 4 sections of the GED test.
- **Educational Functioning Level**  
Documentation of the results of a pre and post CASAS exam, or other literacy and numeracy test approved by the National Reporting System (NRS) that shows an increase of at least one functional level in reading and/or math.
- **Secondary Transcript/Report Card**  
Report card/transcript for one semester meets academic standards.
- **Credits Attained for Educational Functioning Level (EFL)**  
May be secondary school credits or secondary school Carnegie credits.

Measurable skills gains must be attained by all participants of the WIOA Youth program. It is required that all WIOA Youth participants enrolled in a training or education activity attain one or more measurable skills gains in at least one category during each Program Year of enrollment as long as the training or education activity remains open.

Refer to **WIOA Youth – Measurable Skills Gains Procedure**

## AGENDA ITEM SUMMARY

<b>TITLE:</b>	Workforce Innovation and Opportunity Act (WIOA) Definition of Youth Requiring Additional Assistance Policy Revisions
<b>STRATEGIC GOALS:</b>	Optimal Use of Resources
<b>POLICY/PLAN/LAW:</b>	Florida Statute 445.028, 445.030, 445.031, and 445.032
<b>ACTION REQUESTED</b>	Review and approve Definition of Youth Requiring Additional Assistance Policy Revisions
<b>BACKGROUND:</b>	<p>WIOA regulations require local workforce development boards to establish a definition for and determine eligibility requirements for Youth 'requiring additional assistance to complete an educational program, or to obtain or retain employment' as it pertains to the local area. Such provisions permit enrollment in the WIOA youth program if an individual does not meet any other WIOA-defined barriers and is low-income per WIOA regulations.</p> <p>Board staff and Eckerd Youth Management have reviewed local data and developed a policy regarding identifying any youth who "requires additional assistance to complete an educational program or to obtain or retain employment".</p>
<b>STAFF RECOMMENDATION:</b>	Approve the Revised Definition of Youth Requiring Additional Assistance Policy
<b>SUPPORTING MATERIALS:</b>	WIOA Youth - Definition of Youth Requiring Additional Assistance Policy
<b>BOARD STAFF:</b>	Tracey McMorris, Vice President of Operations <a href="mailto:tmcmorris@careersourcerc.com">tmcmorris@careersourcerc.com</a> (866) 482-4473 ext. 528



## **PURPOSE**

To provide the local board definition of “~~additional barrier for WIOA youth~~ requiring additional assistance to complete an educational program or to obtain or retain employment”.

## **REFERENCE**

Section 129 of the Workforce Innovation and Opportunity Act

## **BACKGROUND**

Section 129 HR 803-80 of the WIOA regulations allows additional barriers to employment and/or education to be determined by the local workforce development board as it pertains to the local area. Section 129 (a) (VIII) and section 129 (C) (VII) permit enrollment in the WIOA youth program if an individual does not meet any other barriers and is low-income per WIOA regulations, if such individual meets one or more of the following local board ~~defined definitions of a~~ “youth requiring additional assistance” ~~. barriers, the youth may be considered “eligible” for WIOA youth program enrollments~~

## **POLICY**

In LWDB20 the Board defines “A low income individual who requires additional assistance to enter or complete an educational program or to secure or hold employment” as a youth that meets Federal guidelines for low income and also meets one or more of the following criteria:

1. Youth that have one or more biological parent incarcerated, institutionalized, or sentenced by a court of law to incarceration/institutionalization for more than one year. Documentation provided by court, institution, or Department of Corrections records.
2. Youth that have been victims of domestic violence or intimate partner violence as documented by law enforcement or domestic violence organization.
3. Youth that are documented gang members as defined and documented by local law enforcement.
4. Youth that are residing in a high poverty area as defined by census tract records showing area of youth’s residence as having a poverty rate of ~~30~~25% or greater.
5. Youth that are over age 21 and have no work history, or have poor work history as defined by the lack of employment for more than 180 consecutive days as documented by employer records, pay records, or State system (Suntax).

In accordance with WIOA guidelines, youth applying for the WIOA youth program as a “youth requiring additional assistance” must also meet income guidelines for WIOA enrollment. CareerSource Research Coast utilizes federal/state/local agency documentation sources as validation of the “youth requiring additional assistance” barrier whenever possible, but may accept an applicant statement/self-attestation in extenuating circumstances. In order to further operationalize this policy, it is set forth as a standard local operating procedure.



### **PURPOSE**

To provide the local board definition of “youth requiring additional assistance to complete an educational program or to obtain or retain employment”.

### **REFERENCE**

Section 129 of the Workforce Innovation and Opportunity Act

### **BACKGROUND**

Section 129 HR 803-80 of the WIOA regulations allows additional barriers to employment and/or education to be determined by the local workforce development board as it pertains to the local area. Section 129 (a) (VIII) and section 129 (C) (VII) permit enrollment in the WIOA youth program if an individual does not meet any other barriers and is low-income per WIOA regulations, if such individual meets one or more of the following local board definitions of a “youth requiring additional assistance”.

### **POLICY**

In LWDB20 the Board defines “A low income individual who requires additional assistance to enter or complete an educational program or to secure or hold employment” as a youth that meets Federal guidelines for low income and also meets one or more of the following criteria:

1. Youth that have one or more biological parent incarcerated, institutionalized, or sentenced by a court of law to incarceration/institutionalization for more than one year. Documentation provided by court, institution, or Department of Corrections records.
2. Youth that have been victims of domestic violence or intimate partner violence as documented by law enforcement or domestic violence organization.
3. Youth that are documented gang members as defined and documented by local law enforcement.
4. Youth that are residing in a high poverty area as defined by census track records showing area of youth’s residence as having a poverty rate of 25% or greater.
5. Youth that are over age 21 and have no work history, or have poor work history as defined by the lack of employment for more than 180 consecutive days as documented by employer records, pay records, or State system (Suntax).

In accordance with WIOA guidelines, youth applying for the WIOA youth program as a “youth requiring additional assistance” must also meet income guidelines for WIOA enrollment. CareerSource Research Coast utilizes federal/state/local agency documentation sources as validation of the “youth requiring additional assistance” barrier whenever possible, but may accept an applicant statement/self-attestation in extenuating circumstances. In order to further operationalize this policy, it is set forth as a standard local operating procedure.



## AGENDA ITEM SUMMARY

<b>TITLE:</b>	Welfare Transition Program (WTP) Pre-Penalty and Sanction Policy Revisions
<b>STRATEGIC GOALS:</b>	Optimal Use of Resources
<b>POLICY/PLAN/LAW:</b>	Florida Statute 414.065
<b>ACTION REQUESTED:</b>	Review and approve the WTP Pre-Penalty and Sanction Policy Revisions
<b>BACKGROUND:</b>	<p>Temporary Cash Assistance (TCA) recipients referred to the Welfare Transition Program are required to “participate” and thus, failure to become fully engaged in work or barrier-removal/management activities assigned by the Career Planner, without good cause, may result in a sanction against the family’s TCA and, potentially, Supplemental Nutrition Assistance Program benefits.</p> <p>A policy was created outlining the local requirements for the WT Program’s pre-penalty and sanction process. To account for circumstances beyond a participant’s control, the policy defines good cause for noncompliance. In addition, the policy specifies the requirements for lifting penalties when program compliance is demonstrated.</p>
<b>STAFF RECOMMENDATION:</b>	Approve the Revised WTP Pre-Penalty and Sanction Policy
<b>SUPPORTING MATERIALS:</b>	WTP Pre-Penalty and Sanction Policy
<b>BOARD STAFF:</b>	Tracey McMorris, Vice President of Operations/COO tmc Morris@careersourcerc.com (866) 482-4473 ext. 528



## **PURPOSE**

The purpose of this policy is to outline the requirements for the Welfare Transition (WT) Program's pre-penalty and sanction process in accordance with state and federal guidelines.

## **REFERENCES**

Florida Statutes 414.065; Florida Administrative Code 65A-4.205; 45 CFR 261.14; Final Guidance 03-037 Welfare Transition Program Work Penalties and Pre-Penalty Counseling (1/21/04); and Temporary Assistance for Needy Families (TANF) State Plan for the current Federal Fiscal Year.

## **BACKGROUND**

Temporary Cash Assistance (TCA) recipients referred to the WT Program are required to "participate" and thus, failure to become fully engaged in work or barrier-removal/management activities assigned by the Career Planner, without good cause, may result in a sanction against the family's TCA and, potentially, Supplemental Nutrition Assistance Program benefits. When a participant fails to comply with program requirements, a ten-day pre-penalty phase is initiated during which time, the participant may comply with program requirements or can demonstrate "good cause" to avoid a sanction.

Participants providing evidence of good cause may be excused temporarily from participating in work activities and other program requirements. Participants with on-going good cause (e.g. medical limitation) may be excused from participation in work activities and assigned to an Alternative Requirement Plan (ARP). Although a participant with an ARP is excused from work activities, he/she is still required to comply with the ARP and is not exempt from penalties.

## **LOCAL POLICY**

CSRC follows the guidance provided in the Final Guidance 03-037 Welfare Transition Program Work Penalties and Pre-Penalty Counseling (1/21/04) and in the TANF State Plan for initiating and lifting pre-penalties and sanctions on WT cases.

## **Pre-Penalty**

Pre-penalties may be initiated manually by the Career Planner or through automation during the initial engagement process. A pre-penalty must be initiated within two business days of a participant's failure to comply with WT Program work requirements. The Career Planner is required to attempt verbal contact at the time the pre-penalty is initiated to ensure the participant is provided ten calendar days, per State guidelines, to demonstrate "good cause" and comply with program requirements. If the participant demonstrates good cause, the penalty process ends.

If verbal contact is unsuccessful, the participant has 10 calendar days to respond. If the participant does not respond during the 10-day period, the Career Planner will request the appropriate level sanction on the 11<sup>th</sup> day. If verbal contact is successful or if the participant responds during the 10 calendar days, the Career Planner must determine if the participant has good cause for failure to comply with work requirements. If good cause is not demonstrated, the Career Planner must assign an activity which the participant must complete in order to be compliant with the program.

Florida defines "good cause for failure to comply with work or alternative requirement activities" as the temporary inability to participate due to circumstances beyond the participant's control including, but not limited to:

- If the participant is a single custodial parent caring for a child who has not attained 6 years of age, and the adult proves an inability to obtain the needed childcare



- A family emergency due to the inability to find suitable childcare for a sick child under age 12
- Reasons related to domestic violence or treatment or remediation of the effects of domestic violence.
- Temporarily caring for a disabled family member when the participant provided verification of the need for care and alternative care is not available
- Hospitalization, medical emergency, or death of an immediate family member.
- Natural disaster
- Medical incapacity, and the individual is willing to comply with the course of treatment needed so they can participate in work activities or an ARP

### Sanction

When good cause is not determined during the ten-day pre-penalty phase, Career Planners will request the appropriate level sanction on the 11th day following the pre-penalty initiation date as follows:

1. **First noncompliance/Level One Sanction:** The program terminates TCA for the entire family for a minimum of 10 days or until the individual complies. The individual may comply at any time and have the sanction lifted after the minimum 10-day penalty period.
2. **Second noncompliance/Level Two Sanction:** The program terminates TCA for the entire family for one month or until the individual complies, whichever is later. When the participant meets this requirement, the program reinstates TCA to the date of compliance or the first day of the month following the sanction period, whichever is later. TCA may be continued for the children, under age 16, through a Protective Payee.
3. **Third noncompliance/Level Three Sanction:** The program terminates TCA for the entire family for three months or until the individual complies, whichever is later. The noncompliant individual must comply with the required work activity upon completion of the three-month sanction period before reinstatement of TCA. The program reinstates TCA to the date of compliance or the first day of the month following the penalty/sanction period, whichever is later. TCA may be continued for children under age 16 through a Protective Payee.

If the participant is non-compliant again within 30 calendar days of the first failure, he/she must report good cause to the Career Planner within three business days from the date of the second failure. If good cause is not provided within those three days, the Career Planner will request the appropriate level of sanction on the fourth business day.

### Prior Penalty Forgiveness

If a participant fully complies with work activity requirements for six months without new penalties, the participant is reinstated as being in full compliance and any subsequent sanction is treated as a level one, first act of noncompliance and subject to those penalties.

### Sanction Lift

Once a participant has served the full penalty period, he/she must complete an activity assigned by a Career Planner to have his/her sanction lifted.

### Refer to the following documents:

WTP – Pre-Penalty and Sanctions Procedure

WTP – Individual Responsibilities Plan Alternative Requirements Plan Policy

WTP – Individual Responsibilities Plan Alternative Requirements Plan Procedure

## AGENDA ITEM SUMMARY

<b>TITLE:</b>	Welfare Transition Program (WTP) Cash Assistance Severance Policy Revisions
<b>STRATEGIC GOALS</b>	Optimal Use of Resources
<b>POLICY/PLAN/LAW:</b>	Florida Statute 445.026
<b>ACTION REQUESTED:</b>	Review and approve the WTP Cash Assistance Severance Policy
<b>BACKGROUND:</b>	<p>Employed Welfare Transition (WT) Program participants who continue to receive Temporary Cash Assistance (TCA) benefits may choose to accept a one-time lump sum payment of \$1,000 instead of receiving on-going TCA benefits. A participant requesting the Cash Assistance Severance benefit must meet certain eligibility requirements, including the expectation that he/she will remain employment for at least six months following receipt of the benefit.</p> <p>Florida's Department of Economic Opportunity (DEO) specifies the requirements for administering the Cash Assistance Severance Benefit to the Local Workforce Development Boards. A local policy was created to outline the process for notifying individuals of the benefit, the documents that will be accepted to verify employment, and to detail the process for the six-month employment follow up.</p>
<b>STAFF RECOMMENDATION:</b>	Approve the Revised WTP Cash Assistance Severance Policy
<b>SUPPORTING MATERIALS:</b>	WTP Cash Assistance Severance Policy
<b>BOARD STAFF:</b>	Tracey McMorris, Vice President of Operations/COO tmc Morris@careersourcerc.com (866) 482-4473 ext. 528

## **PURPOSE**

The purpose of this policy is to establish a uniform standard that meets contractual and regulatory requirements for administering the Cash Assistance Severance benefit to Welfare Transition (WT) Program participants.

## **REFERENCES**

The Temporary Assistance for Needy Families State Plan, Florida Statute 445.026, CareerSource Florida Administrative Policy, Cash Assistance Severance Benefit Policy 024 (1/21/2004), and Final Guidance 024 Transition Program Cash Assistance Severance Benefit (1/21/2004).

## **BACKGROUND**

Employed WT participants who continue to receive Temporary Cash Assistance (TCA) benefits, may choose to accept a one-time lump sum payment of \$1,000 instead of receiving on-going TCA benefits. The participant may choose this Cash Assistance Severance Benefit if the following criteria are met:

- Is employed and receiving income
- Employment information has been submitted to Florida's Department of Children and Families, which when budgeted, is not enough income to close the TCA
- Has received cash assistance for at least six consecutive months in the state of Florida since 10/1/1996
- Expects to remain employed for at least six months
- Chooses to receive a one-time lump sum payment instead of ongoing monthly TCA
- Submits employment and earnings information so the family's eligibility for severance benefits can be evaluated
- Signs an agreement not to apply for or accept temporary cash assistance for six months after the receipt of the one-time payment unless an acceptable emergency is demonstrated to the Local Workforce Development Board.

Florida's Department of Economic Opportunity (DEO) specifies the requirements for administering the Cash Assistance Severance Benefit to the Local Workforce Development Boards (LWDBs) based on the Florida Statute 445.026. DEO provides the flexibility to the LWDBs to create a policy to outline the process for notifying individuals of the benefit, the documents that will be accepted to verify employment, and to detail the follow up process to ensure the participant remains employed for at least six months following the receipt of the Cash Assistance Severance Benefit.

## **LOCAL POLICY**

All Temporary Cash Assistance applicants are notified of the Cash Assistance Severance Benefit during Orientation for Work Registration. Each individual is provided with a copy of a signed Opportunities and Obligations Acknowledgement (DEO-WTP-0008) which provides notification of the Cash Assistance Severance Benefit. In addition, the mandatory WT participant is notified of the benefit when he/she reports employment and the earned income is verified.

Employment information may be obtained using CareerSource Research Coast's *Employment Verification Form* or through an independent third-party service (e.g. The Work Number). If an Employment Verification Form is submitted, the Career Planner must contact the employer to verify the information prior to entering the employment details in the One Stop Service Tracking system.

Verification of continued employment must be obtained six months after the participant's case is closed due to receipt of the Cash Assistance Severance Benefit. The participant may submit a copy of his/her current paystub or the Career Planner may contact the employer directly to verify.

## AGENDA ITEM SUMMARY

**TITLE:** Welfare Transition Program (WTP) Assigning Activities Policy Revisions

**STRATEGIC GOALS** Optimal Use of Resources

**POLICY/PLAN/LAW:** Florida Statute 445.024

**ACTION REQUESTED:** Review and approve WTP the Assigning Activities Policy Revisions

**BACKGROUND:** Federal and State law requires Temporary Cash Assistance (TCA) recipients who are not exempt from work requirements to participate in countable work activities a specified number of hours per month.

The local policy was updated to remove minor procedural elements, to clarify the number of weekly hours assigned to participants, and to elaborate on activity limitations.

**STAFF RECOMMENDATION:** Approve the Revised WTP Assigning Activities Policy

**SUPPORTING MATERIALS:** WTP Assigning Activities Policy

**BOARD STAFF:** Tracey McMorris, Vice President of Operations/COO  
tmcmorris@careersourcerc.com (866) 482-4473 ext. 528



**PURPOSE**

The purpose of this policy is to establish a uniform standard that meets contractual and regulatory requirements for the assignment of work activities to participants receiving Temporary Cash Assistance (TCA).

~~The assignment of work activities should match participants to activities that will assist them in preparation for employment and lead them to self-sufficiency.~~

**REFERENCES**

Florida’s Work Verification Plan (2012), Temporary Assistance for Needy Families State Plan for the current Federal Fiscal Year, and Florida Statue 445.024.

**BACKGROUND**

~~Federal and State law requires~~ TCA recipients who are not exempt from work requirements must participate in countable work activities for a specified number of hours per month.

**LOCAL POLICY**

~~Upon receipt of a “New Referral” or “Reopen” alert in the One Stop Service Tracking (OSST) system, the Career Planner will attempt to contact the participant by phone to set up an initial assessment appointment. If the phone attempt is successful, an appointment letter will be mailed to the participant reflecting the agreed upon appointment date and time. If the Career Planner is unable to contact the participant by phone, an appointment date and time will be determined by the Career Planner and an appointment letter will be mailed to the participant. The initial assessment appointment must be set for no later than 20 days after the receipt of the alert.~~

~~In order to assign the appropriate work activities to the Welfare Transition (WT) Program participant, During the initial assessment appointment, the the Career Planner will must evaluate review the initial assessment packet to identify the participant’s individual’s skills, work experience, job/work readiness level, needs, barriers to employment, and goals, in order to assign an appropriate work activity. If barriers are identified, a course of action to resolve them should be developed with the Career Planner and participant. An Individual Responsibility Plan (IRP) will be developed with the Career Planner and the participant detailing their goals, services provided, and activity assignment. Activities are assigned based on the initial assessment and needs of the participant to prepare the participant individual them for self-sufficient potential employment, and ultimately self-sufficiency.~~

Activities are categorized into eCore activities and Core \_pPlus activities.

• The following is a list of Core activities; are as follows:

- Unsubsidized employment;
- Subsidized Pprivate \_sector Employment;
- Subsidized \_Public \_sector Employment;
- Community Service Work Experience (CSWE);
- Vocational Training (12-month lifetime maximum)
- On-the-job Training;
- Job search and job readiness assistance, for up to 4 consecutive weeks and no more than 6 weeks per year unless state is indentified as a needy state (Florida has been identified as a needy state, therefore can use job search and job readiness up to 4 consecutive weeks and no more than 12 weeks per rolling year);
- Community service; and



- ~~• Vocational Training (12 months maximum) and Providing childcare services.~~

The following is a list of Core Plus activities: ~~are as follows:~~

- Job ~~S~~skills ~~T~~training ~~D~~irectly ~~R~~elated to ~~E~~mployment;
- Education ~~d~~irectly ~~R~~elated to ~~e~~mployment; ~~and~~ and
- Satisfactory ~~a~~ttendance at a ~~S~~secondary ~~S~~chool or in a ~~C~~ourse of ~~s~~tudy ~~L~~eadng to a GED\* \*;
- ~~In cases where the parent is~~ If a participant is Participants 19 years of age or younger ~~and does who do~~ not have a high school diploma or ~~equivalent~~, GED may use; ~~the Satisfactory Attendance at a Secondary School or in a Course of Study Leading to a GED activity~~ the core plus activities may be used as a ~~e~~Core activities.

~~CareerSource Research Coast requires~~ WT Program participants are required to complete 35 hours each week of assigned work activities. Participants are assigned to a minimum of 23 hours per week in a Core activity. The remaining 12 hours may be completed in either a Core or a Core Plus activity. P-articipants temporarily deferred from participation, along with participants completing the CSWE activity are exempted from this requirement.

Certain activities have additional limitations/requirements as follows:  
Exceptions to this requirement are made for individuals completing the Community Service Work Experience (CSWE) activity and for individuals who are temporarily deferred from participation due to medical incapacity or domestic violence. The number of assigned hours required are as follows:

- CSWE  
 One parent household — 130 total monthly hours, with 87 hours in a core activity. They will be assigned to 35 hours per week, with at least 22 hours in a core activity.
- Two parent household with no child care (one parent participating) — 152 total monthly hours, with 130 hours in a core activity. The one parent will be assigned to 38 hours per week with at least 33 hours in a core activity.
- Two parent household with child care — 238 total monthly hours, with 217 hours in a core activity. Each parent will be assigned to 35 hours each week with at least 28 hours in a core activity.
- Medically deferred participants will be assigned to the maximum number of hours allowed as documented on the medical verification form.

~~Community Service Work Experience (CSWE) hours will be~~ assigned in accordance ~~according to~~ with the required calculation of the individual participant's monthly cash assistance benefit plus monthly food stamp allotment benefit s ~~divided by~~ the minimum wage. The result of this calculation will dictate ~~the~~ number of CSWE hours that can be assigned to a participant for the month. If this number is less than the required number of core hours for the month and the participant completes all assigned hours, they will be deemed the core number of hours for the month. Refer to the WTP – Community Service Work Experience Policy for additional instruction information.

### Vocational Training

Vocational t ~~Training~~ may be assigned to an individual participant already attending a classroom training program. The participant must submit his/her school registration and schedule prior to the Career Planner

An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.





~~assigning the activity. will only be assigned after a participant has shown at least 30 days of compliance in the program. Prior to being assigned to vocational training, a participant must take the assessments, Aviator/CHOICES and TABE, as required by each course and meet the minimal requirements as outlined in the approved Eligible Training Provider List. If a participant is already in school (vocational training) when the case opens, they may be assigned to vocational training right away if they can provide proof of their attendance. In addition to actual classroom hours, countable hours may include supervised time spent in curriculum-required labs and clinical settings, supervised study halls, and up to one hour of unsupervised homework time for each hour of class time. Total homework time counted for participation cannot exceed the hours attended in class or advised by the educational program/instructor. Prior to the Career Planner assigning or accepting the additional hours, the instructor must complete the appropriate forms authorizing study time and lab hours.~~

Online Vocational Training courses and High School/GED classes ~~will must~~ not be ~~allowed to counted~~ toward ~~vocational training~~ the weekly mandatory participation requirement unless there is a reliable source ~~of for~~ documenting the actual time spent in the class.

### Job Search & Job Readiness

~~The Job Search and Job Readiness activity is limited to a 4four-4week consecutive period weeks and may be used for a total of no more than 12 weeks total per rolling 12-month period. year, which equals to the following number of hours: In addition to the limitation of weeks, there is a limitation on the total number of hours that can be completed during the 12-month period. Refer to the WTP – Job Search and Job Readiness Policy for additional information.~~

- ~~• Single parent with a child under the age of six – 240 hours per year or 20 hours per week.~~
- ~~• All other work eligible participants – 360 hours per year or 30 hours per week.~~

### Refer to the following documents:

- WTP – Assigning Activities Procedure
- WTP – Job Search and Job Readiness Policy
- WTP – Job Search and Job Readiness Procedure
- WTP – Community Service Work Experience Policy
- WTP – Community Service Work Experience Procedure



## **PURPOSE**

The purpose of this policy is to establish a uniform standard that meets contractual and regulatory requirements for the assignment of work activities to participants receiving Temporary Cash Assistance (TCA).

## **REFERENCES**

Florida's Work Verification Plan (2012), Temporary Assistance for Needy Families State Plan for the current Federal Fiscal Year, and Florida Statute 445.024.

## **BACKGROUND**

TCA recipients who are not exempt from work requirements must participate in countable work activities for a specified number of hours per month.

## **LOCAL POLICY**

In order to assign the appropriate work activities to the Welfare Transition (WT) Program participant, the Career Planner must evaluate the participant's skills, work experience, job/work readiness, needs, barriers to employment, and goals. Activities are assigned to prepare the participant for self-sufficient employment.

Activities are categorized into Core activities and Core Plus activities.

The following is a list of Core activities:

- Unsubsidized employment
- Subsidized Private Sector Employment
- Subsidized Public-Sector Employment
- Community Service Work Experience (CSWE)
- Vocational Training (12-month lifetime maximum)
- On-the-Job Training
- Job Search and Job Readiness Assistance
- Providing childcare services

The following is a list of Core Plus activities:

- Job Skills Training Directly Related to Employment
- Education Directly Related to Employment
- Satisfactory Attendance at a Secondary School or in a Course of Study Leading to a GED\* \*Participants 19 years of age or younger who do not have a high school diploma or GED may use the *Satisfactory Attendance at a Secondary School or in a Course of Study Leading to a GED* activity as a Core activity

WT Program participants are required to complete 35 hours each week of assigned work activities. Participants are assigned to a minimum of 23 hours per week in a Core activity. The remaining 12 hours may be completed in either a Core or a Core Plus activity. Participants temporarily deferred from participation, along with participants completing the CSWE activity are exempted from this requirement.

Certain activities have additional limitations/requirements as follows:

## **CSWE**

CSWE hours are assigned according to the calculation of the participant's monthly cash assistance benefit plus monthly food stamp benefit divided by minimum wage. The result of this calculation dictates the number of CSWE hours assigned to a participant for the month. Refer to the WTP – Community Service Work Experience Policy for additional information.



### **Vocational Training**

Vocational Training may be assigned to a participant already attending a classroom training program. The participant must submit his/her school registration and schedule prior to the Career Planner assigning the activity. In addition to actual classroom hours, countable hours may include supervised time spent in curriculum-required labs and clinical settings, supervised study halls, and up to one hour of unsupervised homework time for each hour of class time. Total homework time counted for participation cannot exceed the hours attended in class or advised by the educational program/instructor. Prior to the Career Planner assigning or accepting the additional hours, the instructor must complete the appropriate forms authorizing study time and lab hours.

Online Vocational Training courses and High School/GED classes must not be counted toward the weekly mandatory participation requirement unless there is a reliable source for documenting the actual time spent in class.

### **Job Search & Job Readiness**

The Job Search and Job Readiness activity is limited to a four-week consecutive period and may be used for a total of 12 weeks per rolling 12-month period. In addition to the limitation of weeks, there is a limitation on the total number of hours that can be completed during the 12-month period. Refer to the WTP – Job Search and Job Readiness Policy for additional information.

### **Refer to the following documents:**

- WTP – Assigning Activities Procedure
- WTP – Job Search and Job Readiness Policy
- WTP – Job Search and Job Readiness Procedure
- WTP – Community Service Work Experience Policy
- WTP – Community Service Work Experience Procedure

## AGENDA ITEM SUMMARY

<b>TITLE:</b>	Welfare Transition Program (WTP) Relocation Assistance Policy
<b>STRATEGIC GOALS:</b>	Optimal Use of Resources
<b>POLICY/PLAN/LAW:</b>	Florida Statute 445.021
<b>ACTION REQUESTED:</b>	Review and approve the WTP Relocation Assistance Policy
<b>BACKGROUND:</b>	<p>The Relocation Assistance Program aids families facing substantial employment barriers with moving to a new community offering greater opportunities to attaining self-sufficiency. The Department of Economic Opportunity (DEO) specifies the requirements of administering the Relocation Assistance Program to the Local Workforce Development Boards (LWDBs). DEO provides the flexibility to the LWDBs to create a local policy to determine a time standard for the processing of Relocation Assistance for participants receiving ongoing TCA benefits and a policy for providing Relocation Assistance to victims of domestic violence.</p> <p>The local policy was updated to remove procedural elements and to clarify language related to the processing time for Relocation Assistance to victims of domestic violence.</p>
<b>STAFF RECOMMENDATION:</b>	Approve the WTP Relocation Assistance Policy
<b>SUPPORTING MATERIALS:</b>	WTP Relocation Assistance Policy
<b>BOARD STAFF:</b>	Tracey McMorris, Vice President of Operations/COO tmc Morris@careersourcerc.com (866) 482-4473 ext. 528



## PURPOSE

The purpose of this policy is to establish a uniform standard that meets contractual and regulatory requirements for providing Relocation Assistance to recipients of Temporary Cash Assistance (TCA), including ~~to~~ victims of domestic violence, and for establishing time limits for the processing of Relocation Assistance for participants receiving ongoing Temporary Cash Assistance (TCA) benefits.

## REFERENCES

The Temporary Assistance for Needy Families State Plan, Florida Statute 445.021(2013), and Final Guidance 01-023 Welfare Transition Program Relocation Assistance (6/21/2004).

## BACKGROUND

The Relocation Assistance Program ~~provides funds and services to aid~~s families facing substantial employment barriers to finding and retaining employment within the community in which they reside, and have secured employment in a with moving to a new community offering greater opportunities for attaining self-sufficiency. It also provides aide to victims of domestic violence who would benefit from the reduced probability of further incidents through relocation. Relocation Assistance may be provided ~~through the Welfare Transition (WT) Program,~~ to Welfare Transition (WT) Program participants currently receiving ongoing TCA payments and, to ~~individuals applying for Temporary Cash Assistance (TCA applicants )~~ through the Upfront Diversion Program, who meet the eligibility requirements for receiving ongoing TCA payments, and to victims of domestic violence.

~~The Florida's~~ Department of Economic Opportunity (DEO) specifies the requirements for administering the Relocation Assistance Program to the Regional-Local Workforce Development Boards (LWDBs) based on the Florida Statute 445.021(2013). ~~The~~ DEO provides the flexibility to the LWDBs Regional Workforce Boards to create a ~~local~~ policy to determine a time standard for the processing of Relocation Assistance for participants ~~receiving ongoing TCA benefits~~ and a policy for providing Relocation Assistance to victims of domestic violence.

## LOCAL POLICY

### Relocation Assistance for ~~TCA-WT Program~~ ~~PP~~Participants

~~If a participant receiving on-going TCA benefits expresses an interest in the Relocation Assistance Program, the Career Planner will begin the screening process to determine if the participant meets the eligibility requirements and if the Relocation Assistance benefit will provide self-sufficiency to the family thereby eliminating the need for on-going TCA benefits.~~ The Career Planner has 30 days from the date ~~that~~ the Relocation Assistance application ~~was is~~ initiated to complete and submit the Relocation Assistance request request to DCF for approval. If the Relocation Assistance application is not completed within 30 days, a new application must be initiated and new estimates for the cost of of relocating must be obtained, by the participant.

### Relocation Assistance ~~for WT Program Participants~~ due to Domestic Violence

~~If a participant receiving on-going TCA benefits expresses an interest in the Relocation Assistance Program as a result of domestic violence in the home, the Career Planner will begin the screening process to determine if the participant meets the eligibility requirements and if the Relocation Assistance benefit is the family's only means to achieve self-sufficiency and for eliminating further incidents of domestic violence. The Career Planner will work with the participant to identify local resources for assistance during the period of time necessary to complete the Relocation Assistance paperwork. The participant will be referred to the domestic~~



~~violence shelter in his or her county of residence to obtain temporary shelter, counseling, legal advocacy, and immediate safety planning. Participants in Martin County, St. Lucie County, and Indian River County will be referred to the Safe Space organization.~~

~~Once it has been determined~~ Upon determination that Relocation Assistance is the family's ~~only reasonable~~best option ~~to achieve~~for safety, ~~as well as~~ ~~and to prevent future incidents of violence, self-sufficiency,~~ the Career Planner ~~will initiate the Relocation Assistance request for Relocation Assistance and the participant will begin the relocation planning process.~~ The Career Planner will work with the participant to ~~identify local resources for assistance during the period of~~ ~~time necessary~~time necessary to complete the Relocation Assistance request. The participant will be referred to ~~the~~ domestic violence shelter in his/her county of residence to obtain temporary shelter, counseling, legal advocacy, and immediate safety planning. The participant ~~will be strongly encouraged to~~ ~~must~~ relocate to a safe location outside ~~the~~ his/her county of residence. ~~Though~~ ~~t~~The participant ~~will is~~ not be required to secure independent ~~housing, but~~housing, he/she but will be required to provide documentation indicating temporary housing has been secured at a domestic violence shelter or with a family member or friend in the new community. If the participant is relocating to a relative's home, the Career Planner will work to ensure that the participant is selecting a safe location ~~in which to relocate and not exposed~~will not be exposed to additional violence resulting from information shared through the family network.

~~Prior to remitting the request for Relocation Assistance to DCF, the Career Planner is required to first submit the completed Relocation Assistance Program paperwork with all of the supporting documentation to the WT Program Manager. The WT Program Manager will review the documentation to ensure the request for Relocation Assistance has been properly completed in accordance with the CSRC's Relocation Assistance Program Policy, CSRC's Relocation Assistance Program Procedure, and DEO's Final Guidance for Welfare Transition Relocation Assistance. If the WT Program Manager is unavailable, WT Program Compliance Specialist may review the paperwork and supporting documentation, and authorize the Career Planner to submit the request to DCF. The Career Planner is not permitted to submit the Relocation Assistance Program paperwork to DCF without an authorizing signature on the Relocation Checklist from either the WT Program Manager or from the WT Compliance Specialist.~~

**Refer to the Following Documents:**

WTP – Relocation Assistance Procedure

WTP – Up-Front Diversion Policy –December 2018

WTP – Up-Front Diversion Procedure



## **PURPOSE**

The purpose of this policy is to establish a uniform standard that meets contractual and regulatory requirements for providing Relocation Assistance to recipients of Temporary Cash Assistance (TCA), including victims of domestic violence.

## **REFERENCES**

The Temporary Assistance for Needy Families State Plan, Florida Statute 445.021(2013), and Final Guidance 01-023 Welfare Transition Program Relocation Assistance (6/21/2004).

## **BACKGROUND**

The Relocation Assistance Program aids families facing substantial employment barriers with moving to a new community offering greater opportunities for attaining self-sufficiency. It also provides aide to victims of domestic violence who would benefit from the reduced probability of further incidents through relocation. Relocation Assistance may be provided to Welfare Transition (WT) Program participants currently receiving ongoing TCA payments and to TCA applicants through the Upfront Diversion Program.

Florida's Department of Economic Opportunity (DEO) specifies the requirements for administering the Relocation Assistance Program to the Local Workforce Development Boards (LWDBs) based on the Florida Statute 445.021. DEO provides the flexibility to the LWDBs to create a policy to determine a time standard for the processing of Relocation Assistance for participants and a policy for providing Relocation Assistance to victims of domestic violence.

## **LOCAL POLICY**

### **Relocation Assistance for WT Program Participants**

The Career Planner has 30 days from the date the Relocation Assistance application is initiated to complete and submit the request for approval. If the Relocation Assistance application is not completed within 30 days, a new application must be initiated and new estimates for the cost of relocating must be obtained.

### **Relocation Assistance for WT Program Participants due to Domestic Violence**

Upon determination that Relocation Assistance is the family's best option for safety, as well as to prevent future incidents of violence, the Career Planner will initiate the Relocation Assistance request. The Career Planner will work with the participant to identify local resources for assistance during the period of time necessary to complete the Relocation Assistance request. The participant will be referred to a domestic violence shelter in his/her county of residence to obtain temporary shelter, counseling, legal advocacy, and immediate safety planning. The participant will be strongly encouraged to relocate to a safe location outside his/her county of residence. Though the participant is not required to secure independent housing, he/she will be required to provide documentation indicating temporary housing has been secured at a domestic violence shelter or with a family member or friend in the new community. If the participant is relocating to a relative's home, the Career Planner will work to ensure that the participant is selecting a safe location and will not be exposed to additional violence resulting from information shared through the family network.

### **Refer to the Following Documents:**

- WTP – Relocation Assistance Procedure
- WTP – Up-Front Diversion Policy
- WTP – Up-Front Diversion Procedure

## AGENDA ITEM SUMMARY

<b>TITLE:</b>	Welfare Transition Program (WTP) Transitional Support Service Policy Revisions
<b>STRATEGIC GOALS:</b>	Optimal Use of Resources
<b>POLICY/PLAN/LAW:</b>	Florida Statute 445.028, 445.030, 445.031, and 445.032
<b>ACTION REQUESTED</b>	Review and approve the WTP Transitional Support Service Policy Revisions
<b>BACKGROUND:</b>	<p>Federal statutes allow transitional support services to assist families with moving toward self-sufficiency after they have left the Temporary Cash Assistance program due to earned income.</p> <p>The local policy was updated to clarify the type of support services available to transitional participants, including the removal of cost limitations for transportation assistance. The policy was updated to include the availability of one year of transitional childcare to individuals receiving assistance through the Up-Front Diversion program, which is in lieu of ongoing cash assistance payments. In addition, procedural elements were removed from the policy.</p>
<b>STAFF RECOMMENDATION:</b>	Approve the Revised WTP Transitional Support Service Policy
<b>SUPPORTING MATERIALS:</b>	WTP Transitional Support Service Policy
<b>CONTACT:</b>	Tracey McMorris, Vice President of Operations <a href="mailto:tmcmorris@careersourcerc.com">tmcmorris@careersourcerc.com</a> (866) 482-4473 ext. 528





## **PURPOSE**

The purpose of this policy is to establish a uniform standard for the delivery of support services to transitional participants in the Welfare Transition Program.

## **REFERENCES**

Florida Statutes 445.028, 445.030, 445.031, and 445.032; Final Guidance AWI FG 04-020 Welfare Transition Transitional Child Care

## **BACKGROUND**

Florida Statutes allow Local Workforce Development Boards (LWDBs) to provide transitional support services to assist families with moving toward self-sufficiency after they have left the Temporary Cash Assistance (TCA) program due to earned income. Florida Statutes allow LWDBs to provide transitional support services for a maximum of two years.

## **LOCAL POLICY**

It is the policy of CareerSource Research Coast (CSRC) to provide transitional support services to eligible participants working at least 25 hours per week for a period of one year following the closure of their TCA benefits due to employment. Transitional support services are based on the availability of funding.

CSRC provides the following transitional support services to participants as determined necessary and allowable:

- One year of assistance with childcare through the Early Learning Coalition.
- Transitional Education & Training (related to current employment or preparing for employment in another career).
- Excluding gas assistance, the support services listed in Welfare Transition Support Services Policy may be provided to transitional participants. Gas assistance is not offered as a transitional support service.

## **Transitional Childcare**

Participants receiving transitional childcare must attend one appointment every three months with a Career Planner. Participants must submit a copy of their paystub within two business days of pay date to confirm ongoing employment. If paystubs are submitted late more than once without good cause, the transitional childcare service will be terminated and will not be reinstated.

A two-parent household (UP case) may be eligible for 12 months of transitional childcare if one parent is working at least 25 hours per week and the other parent is either attending school full time (12 credit hours) or working for at least 20 hours per week.

Individuals receiving Up-Front Diversion may be eligible for transitional childcare for one year from the date the diversion payment was issued by the Florida Department of Children and Families.

## **Refer to the Following Documents:**

- WTP – Support Services Policy
- WTP – Up -Front Diversion Policy
- WTP – Support Services Procedure
- WTP – Transitional Support Procedure
- WTP – Up-Front Diversion Procedure



## PURPOSE

The purpose of this policy is to establish a uniform standard for the delivery of support services to transitional participants in the Welfare Transition Program.

## REFERENCES

Florida Statutes 445.028, 445.030, 445.031, and 445.032; Final Guidance AWI FG 04-020 Welfare Transition Transitional Child Care

## BACKGROUND

Florida Statutes allow Local Workforce Development Boards (LWDBs) to provide transitional support services to assist families with moving toward self-sufficiency after they have left the Temporary Cash Assistance (TCA) program due to employment-earned income. Florida Statutes allow LWDBs to provide transitional support services for a maximum of two years.

## LOCAL POLICY

It is the policy of CareerSource Research Coast (CSRC) to provide transitional support services to eligible participants working at least 25 hours per week with support services for a period of one year ~~twelve months~~ following the closure of their temporary cash assistance TCA benefits due to employment. Services will be provided based upon the procedures listed below. Transitional support services are based on the availability of funding.

## PROCESS

CSRC provides the following transitional support services to participants as determined necessary and allowable:

- One year of assistance with childcare through the Early Learning Coalition.
- Transitional Education & Training (related to current employment or preparing for employment in another career).
- Excluding gas assistance, the support services listed in Welfare Transition Support Services Policy #4 may be provided to transitional participants. The Support Services Cost Guide establishes the total cost allowable for each type of support service provided.
- Gas assistance is not offered as a transitional support service.

## Transitional Services Requirements Childcare

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Participants receiving transitional childcare must attend one appointment every three months with a WT Program Career Planner. Participants must submit a copy of their paystub within two business days of pay date to confirm ongoing employment. If paystubs are submitted late more than once without good cause, the transitional childcare service will be terminated and will not be reinstated.

- ~~Transitional participant's cash assistance must have closed due to employment.~~
- ~~Transitional participant's family income must be under 200 percent of the Federal Poverty Level throughout the entire transitional period.~~
- ~~Transitional participants must be employed for at least 25 hours per week.~~
- ~~Paystubs are due within two business days of the pay date to confirm ongoing employment and to document 30, 60, 90, and 180 day follow ups in the One Stop Service Tracking system. If paystubs are late more than once, the participant may forfeit their transitional services.~~
- ~~Transitional participants must have a child under the age of 19 in the household.~~  
~~A face to face appointment with the Career Planner will be required once every three months.~~  
~~In regard to an Unemployed Parent (A two-parent household (UP case)) case may be eligible for 12 months of transitional childcare if, one parent must be working at least 25 hours per week and the other parent must be either attending in school full time (12 credit hours) or working for at least 20 hours per week.~~



Individuals receiving Up-Front Diversion may be eligible for transitional childcare for one year from the date the diversion payment was issued by the Florida Department of Children and Families.

Limitations for Transitional Support Services

- ~~• Vehicle Repair – \$1000.00~~
- ~~• Vehicle Registration - Included in car repair~~
- ~~• Vehicle Insurance - \$300 (towards down payment only - no monthly payments)~~
- ~~• 1 year Transitional Education & Training (related to current employment or preparing for employment in another career)~~
- ~~• 1 year child care through Early Learning Coalition (only one reinstatement due to providing paystubs late).~~

The procedure for processing a vehicle support service will follow the guidelines outlined in the Welfare Transition Policy #1, Support Services.

Refer to the Following Documents:

~~WTP – Support Services Policy – May 2019~~ ~~Welfare Transition Policy #1 – Support Services~~

~~WTPelfare Transition Policy #10 – Up – Up--Front Diversion Policy – December 2018~~

~~Support Services Cost Guide~~

~~Local Operating Procedures for Welfare Transition Program:WTP – Support -Support Services Procedure~~

~~Local Operating Procedures for Welfare Transition ProgramWTP – Transitional : –Transitional Support ProcedureServices~~

~~Local Operating Procedures for Welfare Transition ProgramWTP – Up-Front:–Up-Front Diversion Procedure~~

## AGENDA ITEM SUMMARY

<b>TITLE:</b>	Review and Approve Programs of Study for Continuation on the LWDB 20 Eligible Training Provider List (ETPL)
<b>STRATEGIC GOALS:</b>	Optimal Use of Resources
<b>POLICY/PLAN/LAW:</b>	Workforce Innovation and Opportunity Act
<b>ACTION REQUESTED</b>	Review and Approve Eligible Training Provider (ETP) programs' performance for continuation on LWDB 20's ETP List for the 2020-2021 Program Year
<b>BACKGROUND:</b>	The State requires local boards to develop a process for maintaining and updating an ETPL. Criteria for determining the performance of training providers to be admitted and retained on the list must also be specified. The criteria to establish an acceptable level of performance, at a minimum, must be as follows: program completion; obtained employment; retained employment, fourth quarter after exit; and credential attainment. At a minimum, the data and information specified under section 133(b), WIOA, for each program of study on the ETPL must be made available to customers at every CareerSource Center throughout the workforce system
<b>STAFF RECOMMENDATION:</b>	Review and Approve Eligible Training Provider (ETP) programs' performance for continuation on LWDB 20's ETP List for the 2020-2021 Program Year
<b>SUPPORTING MATERIALS:</b>	ETP Programs Performance Spreadsheet PY2020-2021 ETP List
<b>CONTACT:</b>	Tracey McMorris, Vice President of Operations <a href="mailto:tmcmorris@careersourcerc.com">tmcmorris@careersourcerc.com</a> (866) 482-4473 ext. 528

PY19-20 Eligible Training Providers' Performance for Continuation on PY20-21 Eligible Training Providers List

Legend

N/A - Does Not Apply Due to 0 Enrollees in the PY
Performance Criteria Exceeded or Met
Performance within 10% of Expectations OR
Performance data not yet captured
Performance Expectations Not Met

Eligible Training Provider (ETP) Program Details			Participant Enrollment Data							Performance Criteria Measures			
Program Year	Provider	Program Name	# WIOA Enrolled	# WIOA Withdrawn	# WIOA Still Enrolled	# WIOA Completed	# WIOA Earned Credential	# WIOA Entered Employment	Average WIOA Wage	% WIOA Program Completers (75% Required)	% WIOA Entered Employment (85% Required)	% WIOA Employed 4th Quarter After Exit (85% Required)	% WIOA Earned Credential (75% Required)
2019-2020	Treasure Coast Technical College	Licensed Practical Nursing	35	3	21	11	11	11	\$18.22	79%	79%	0%	79%
2019-2020	Treasure Coast Technical College	Medical Assistant	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Treasure Coast Technical College	Nursing Assistant	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Treasure Coast Technical College	Welding Technology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Treasure Coast Technical College	Licensed Practical Nursing	20	0	0	20	20	12	\$20.12	100%	60%	100%	100%
2018-2019	Treasure Coast Technical College	Medical Assistant	0	0	0	0	0	0	N/A	N/A	N/A	N/A	N/A
2018-2019	Treasure Coast Technical College	Nursing Assistant	1	0	0	1	1	1	\$14.00	100%	100%	100%	100%
2018-2019	Treasure Coast Technical College	Welding Technology	0	0	0	0	4	0	N/A	N/A	N/A	N/A	N/A
2017-2018	Treasure Coast Technical College	Licensed Practical Nursing	12	2	0	10	9	9	\$19.00	83%	75%	100%	75%
2017-2018	Treasure Coast Technical College	Medical Assistant	1	1	0	0	0	0	N/A	0%	0%	0%	0%
2017-2018	Treasure Coast Technical College	Nursing Assistant	0	0	0	0	0	0	N/A	N/A	N/A	N/A	N/A
2017-2018	Treasure Coast Technical College	Welding Technology	0	0	0	0	0	0	N/A	N/A	N/A	N/A	N/A

**PY19-20 Eligible Training Providers' Performance for Continuation on PY20-21 Eligible Training Providers List**

**Legend**

N/A - Does Not Apply Due to 0 Enrollees in the PY
Performance Criteria Exceeded or Met
Performance within 10% of Expectations OR
Performance data not yet captured
Performance Expectations Not Met

Eligible Training Provider (ETP) Program Details			Participant Enrollment Data							Performance Criteria Measures			
Program Year	Provider	Program Name	# WIOA Enrolled	# WIOA Withdrawn	# WIOA Still Enrolled	# WIOA Completed	# WIOA Earned Credential	# WIOA Entered Employment	Average WIOA Wage	% WIOA Program Completers (75% Required)	% WIOA Entered Employment (85% Required)	% WIOA Employed 4th Quarter After Exit (85% Required)	% WIOA Earned Credential (75% Required)
2019-2020	Keiser	Criminal Justice	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Keiser	Massage Therapy	1	0	0	1	1	1	\$11.50	100%	100%	0%	100%
2019-2020	Keiser	Medical Assistant	2	0	0	2	2	2	\$12.74	100%	100%	0%	100%
2019-2020	Keiser	Registered Nurse	15	0	1	14	14	8	\$24.58	100%	57%	0%	100%
2019-2020	Keiser	Paralegal Studies	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Keiser	Radiologic Technology	8	0	2	6	6	5	\$21.15	100%	83%	0%	100%
2018-2019	Keiser	Criminal Justice	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Keiser	Massage Therapy	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Keiser	Medical Assistant	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Keiser	Registered Nurse	13	0	0	13	13	11	\$22.83	100%	85%	100%	100%
2018-2019	Keiser	Paralegal Studies	1	0	0	1	1	1	\$14.42	100%	100%	100%	100%
2018-2019	Keiser	Radiologic Technology	2	0	1	1	1	1	\$20.00	100%	100%	0%	100%
2017-2018	Keiser	Criminal Justice	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Keiser	Massage Therapy	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Keiser	Medical Assistant	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Keiser	Registered Nurse	10	0	0	10	10	10	\$24.00	100%	100%	100%	100%
2017-2018	Keiser	Paralegal Studies	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Keiser	Radiologic Technology	2	0	0	2	2	2	\$18.50	100%	100%	100%	100%

PY19-20 Eligible Training Providers' Performance for Continuation on PY20-21 Eligible Training Providers List

Legend

N/A - Does Not Apply Due to 0 Enrollees in the PY
Performance Criteria Exceeded or Met
Performance within 10% of Expectations OR
Performance data not yet captured
Performance Expectations Not Met

Eligible Training Provider (ETP) Program Details			Participant Enrollment Data							Performance Criteria Measures			
Program Year	Provider	Program Name	# WIOA Enrolled	# WIOA Withdrawn	# WIOA Still Enrolled	# WIOA Completed	# WIOA Earned Credential	# WIOA Entered Employment	Average WIOA Wage	% WIOA Program Completers (75% Required)	% WIOA Entered Employment (85% Required)	% WIOA Employed 4th Quarter After Exit (85% Required)	% WIOA Earned Credential (75% Required)
2019-2020	Fortis	Dental Assisting	1	0	1	0	0	0	\$0.00	0%	0%	0%	0%
2019-2020	Fortis	HVAC	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Fortis	Medical Assisting with X-Ray	2	0	0	2	2	2	\$11.75	100%	100%	0%	100%
2019-2020	Fortis	Practical Nursing	8	0	1	7	7	6	\$20.97	100%	86%	0%	100%
2019-2020	Fortis	Nursing (RN)	18	0	0	18	18	11	\$22.30	100%	61%	0%	100%
2018-2019	Fortis	Dental Assisting	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Fortis	HVAC	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Fortis	Medical Assisting with X-Ray	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Fortis	Practical Nursing	1	0	0	1	1	1	\$22.22	100%	100%	0%	100%
2018-2019	Fortis	Nursing (RN)	11	0	0	11	9	8	\$24.22	100%	73%	100%	82%
2017-2018	Fortis	Dental Assisting	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Fortis	HVAC	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Fortis	Medical Assisting with X-Ray	2	0	0	2	1	1	\$11.64	100%	50%	50%	50%
2017-2018	Fortis	Practical Nursing	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Fortis	Nursing (RN)	17	2	0	15	13	13	\$23.51	88%	76%	100%	76%

PY19-20 Eligible Training Providers' Performance for Continuation on PY20-21 Eligible Training Providers List

Legend

N/A - Does Not Apply Due to 0 Enrollees in the PY
Performance Criteria Exceeded or Met
Performance within 10% of Expectations OR
Performance data not yet captured
Performance Expectations Not Met

Eligible Training Provider (ETP) Program Details			Participant Enrollment Data							Performance Criteria Measures			
Program Year	Provider	Program Name	# WIOA Enrolled	# WIOA Withdrawn	# WIOA Still Enrolled	# WIOA Completed	# WIOA Earned Credential	# WIOA Entered Employment	Average WIOA Wage	% WIOA Program Completers (75% Required)	% WIOA Entered Employment (85% Required)	% WIOA Employed 4th Quarter After Exit (85% Required)	% WIOA Earned Credential (75% Required)
2019-2020	PC Professor	Executive Secretary	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	PC Professor	Technical Repair	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	PC Professor	Executive Secretary	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	PC Professor	Technical Repair	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	PC Professor	Executive Secretary	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	PC Professor	Technical Repair	1	0	0	1	1	1	\$26.00	100%	100%	100%	100%



PY19-20 Eligible Training Providers' Performance for Continuation on PY20-21 Eligible Training Providers List

Legend

N/A - Does Not Apply Due to 0 Enrollees in the PY
Performance Criteria Exceeded or Met
Performance within 10% of Expectations OR
Performance data not yet captured
Performance Expectations Not Met

Eligible Training Provider (ETP) Program Details			Participant Enrollment Data							Performance Criteria Measures			
Program Year	Provider	Program Name	# WIOA Enrolled	# WIOA Withdrawn	# WIOA Still Enrolled	# WIOA Completed	# WIOA Earned Credential	# WIOA Entered Employment	Average WIOA Wage	% WIOA Program Completers (75% Required)	% WIOA Entered Employment (85% Required)	% WIOA Employed 4th Quarter After Exit (85% Required)	% WIOA Earned Credential (75% Required)
2019-2020	Academies of Cosmetology	Barber	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Academies of Cosmetology	Cosmetology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Academies of Cosmetology	Massage Therapy	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Academies of Cosmetology	Barber	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Academies of Cosmetology	Massage Therapy	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Academies of Cosmetology	Barber	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Academies of Cosmetology	Cosmetology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Academies of Cosmetology	Massage Therapy	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A

**PY19-20 Eligible Training Providers' Performance for Continuation on PY20-21 Eligible Training Providers List**

**Legend**

N/A - Does Not Apply Due to 0 Enrollees in the PY
Performance Criteria Exceeded or Met
Performance within 10% of Expectations OR
Performance data not yet captured
Performance Expectations Not Met

Eligible Training Provider (ETP) Program Details			Participant Enrollment Data							Performance Criteria Measures			
Program Year	Provider	Program Name	# WIOA Enrolled	# WIOA Withdrawn	# WIOA Still Enrolled	# WIOA Completed	# WIOA Earned Credential	# WIOA Entered Employment	Average WIOA Wage	% WIOA Program Completers (75% Required)	% WIOA Entered Employment (85% Required)	% WIOA Employed 4th Quarter After Exit (85% Required)	% WIOA Earned Credential (75% Required)
2019-2020	Indian River State College	A.C. Refrigeration & Heating Systems Technology I	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	A.C. Refrigeration & Heating Systems Technology II	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	AAS Air Conditioning, Refrigeration & Heating Systems Technology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Administrative Office Specialist	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Applied Welding Technology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Automotive Service Management Technology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Building Construction Technology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Certified Logistics Associate	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Commercial Vehicle Driving	2	0	0	2	2	0	\$0.00	100%	0%	0%	100%
2019-2020	Indian River State College	Correctional Officer	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Criminal Justice Technology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Dental Assistants	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Dental Hygiene	2	0	0	2	2	0	\$0.00	100%	0%	0%	100%
2019-2020	Indian River State College	Fire Fighting-Basic Recruit Training I and II	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Law Enforcement Basic Recruit Training	5	0	2	3	3	1	\$20.91	100%	33%	0%	100%
2019-2020	Indian River State College	Practical Nursing	3	0	1	2	2	0	\$0.00	100%	0%	0%	100%
2019-2020	Indian River State College	Fast Track in Manufacturing	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Medical Assistant	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Nursing (RN)	9	0	1	8	7	6	\$23.93	100%	75%	0%	88%
2019-2020	Indian River State College	Nursing Assistant	9	1	5	3	3	1	\$11.50	75%	25%	0%	75%
2019-2020	Indian River State College	Paramedic	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Physical Therapy Assistant	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Radiography	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2019-2020	Indian River State College	Respiratory Care	1	0	0	1	1	1	\$26.61	100%	100%	0%	100%
2019-2020	Indian River State College	Accounting Technologies	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A

**PY19-20 Eligible Training Providers' Performance for Continuation on PY20-21 Eligible Training Providers List**

**Legend**

N/A - Does Not Apply Due to 0 Enrollees in the PY
Performance Criteria Exceeded or Met
Performance within 10% of Expectations OR
Performance data not yet captured
Performance Expectations Not Met

Eligible Training Provider (ETP) Program Details			Participant Enrollment Data							Performance Criteria Measures			
Program Year	Provider	Program Name	# WIOA Enrolled	# WIOA Withdrawn	# WIOA Still Enrolled	# WIOA Completed	# WIOA Earned Credential	# WIOA Entered Employment	Average WIOA Wage	% WIOA Program Completers (75% Required)	% WIOA Entered Employment (85% Required)	% WIOA Employed 4th Quarter After Exit (85% Required)	% WIOA Earned Credential (75% Required)
2018-2019	Indian River State College	A.C. Refrigeration & Heating Systems Technology I	1	1	0	0	0	1	\$11.75	0%	100%	0%	0%
2018-2019	Indian River State College	A.C. Refrigeration & Heating Systems Technology II	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Indian River State College	AAS Air Conditioning, Refrigeration & Heating Systems Technology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Indian River State College	Administrative Office Specialist	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Indian River State College	Applied Welding Technology	1	0	0	1	1	1	\$30.00	100%	100%	100%	100%
2018-2019	Indian River State College	Automotive Service Management Technology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Indian River State College	Building Construction Technology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Indian River State College	Certified Logistics Associate	2	0	0	2	2	1	\$15.00	100%	50%	0%	100%
2018-2019	Indian River State College	Commercial Vehicle Driving	5	0	0	5	5	5	\$18.46	100%	100%	80%	100%
2018-2019	Indian River State College	Correctional Officer	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Indian River State College	Criminal Justice Technology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Indian River State College	Dental Assistants	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Indian River State College	Dental Hygiene	1	0	0	1	1	1	\$23.84	100%	100%	0%	100%
2018-2019	Indian River State College	Fire Fighting-Basic Recruit Training I and II	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Indian River State College	Law Enforcement Basic Recruit Training	3	0	0	3	3	3	\$19.54	100%	100%	0%	100%
2018-2019	Indian River State College	Practical Nursing	9	0	0	9	9	4	\$18.75	100%	44%	0%	100%
2018-2019	Indian River State College	Fast Track in Manufacturing	1	0	0	1	1	0	\$0.00	100%	0%	0%	100%
2018-2019	Indian River State College	Medical Assistant	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Indian River State College	Nursing (RN)	11	0	0	11	11	6	\$24.37	100%	55%	100%	100%
2018-2019	Indian River State College	Nursing Assistant	6	0	0	6	6	5	\$12.60	100%	83%	100%	100%
2018-2019	Indian River State College	Paramedic	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Indian River State College	Physical Therapy Assistant	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Indian River State College	Radiography	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2018-2019	Indian River State College	Respiratory Care	6	0	0	6	6	6	\$24.68	100%	100%	100%	100%
2018-2019	Indian River State College	Accounting Technologies	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A

PY19-20 Eligible Training Providers' Performance for Continuation on PY20-21 Eligible Training Providers List

Legend

N/A - Does Not Apply Due to 0 Enrollees in the PY
Performance Criteria Exceeded or Met
Performance within 10% of Expectations OR
Performance data not yet captured
Performance Expectations Not Met

Eligible Training Provider (ETP) Program Details			Participant Enrollment Data							Performance Criteria Measures			
Program Year	Provider	Program Name	# WIOA Enrolled	# WIOA Withdrawn	# WIOA Still Enrolled	# WIOA Completed	# WIOA Earned Credential	# WIOA Entered Employment	Average WIOA Wage	% WIOA Program Completers (75% Required)	% WIOA Entered Employment (85% Required)	% WIOA Employed 4th Quarter After Exit (85% Required)	% WIOA Earned Credential (75% Required)
2017-2018	Indian River State College	A.C. Refrigeration & Heating Systems Technology I	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	A.C. Refrigeration & Heating Systems Technology II	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	AAS Air Conditioning, Refrigeration & Heating Systems Technology	1	0	0	1	1	1	\$14.00	100%	100%	100%	100%
2017-2018	Indian River State College	Administrative Office Specialist	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Applied Welding Technology	3	1	2	2	2	3	\$16.57	67%	100%	67%	67%
2017-2018	Indian River State College	Automotive Service Management Technology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Building Construction Technology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Certified Logistics Associate	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Commercial Vehicle Driving	1	0	0	1	1	1	\$15.00	100%	100%	100%	100%
2017-2018	Indian River State College	Correctional Officer	2	0	0	2	2	2	\$23.25	100%	100%	100%	100%
2017-2018	Indian River State College	Criminal Justice Technology	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Dental Assistants	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Dental Hygiene	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Fire Fighting-Basic Recruit Training I and II	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Law Enforcement Basic Recruit Training	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Practical Nursing	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Fast Track in Manufacturing	42	4	0	38	8	25	Unavailable	90%	60%	76%	19%
2017-2018	Indian River State College	Medical Assistant	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Nursing (RN)	39	1	0	38	38	37	\$23.43	97%	95%	95%	97%
2017-2018	Indian River State College	Nursing Assistant	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Paramedic	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Physical Therapy Assistant	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A
2017-2018	Indian River State College	Radiography	1	0	0	1	1	1	\$16.82	100%	100%	100%	100%
2017-2018	Indian River State College	Respiratory Care	1	0	0	1	1	1	\$21.95	100%	100%	100%	100%
2017-2018	Indian River State College	Accounting Technologies	0	0	0	0	0	0	\$0.00	N/A	N/A	N/A	N/A

PY 2020 - 2021 ELIGIBLE TRAINING PROVIDER LIST

\*LTOL Entry Wage (Up to \$15.00) = \*\*Tier Tier 1 Up to \$7,500.00  
 (\$15.01 and above) = Tier 2 Up to \$10,000.00

NAICS Code	High Skill High Wage	Occupational Titles	Program Title	Training Provider	Location	Entrance Requirement = = = = Open Entry Open Exit	Clock/ Credi Hours	Tuition	Books, Fees and Other Cost	TOTAL Program Cost	Reading	Math	Language	Completion Award	* LTOL Entry Wage Per Hour	* LTOL Mean Wage Per Hour	** Maximum Payment Tier
81		Massage Therapists	Massage Therapy	Academies of Cosmetology	Vero Beach Port St. Lucie	High School Diploma/GED	750 hours	\$10,500	\$950	\$11,450	8	8	8	Certificate	\$14.12	\$31.26	Manager Discretion
44		Pharmacy Technicians	Pharmacy Technician Apprenticeship	CVS Health	Indian River, St. Lucie and Martin Counties	High School Diploma/GED	Up to 12 months	\$2,544	N/A	\$2,544	10	10	10	Certificate of Completion	\$11.44	\$14.99	\$2,544
23		Electricians	Florida East Coast Electrical JATC Registered Apprenticeship	Florida East Coast Electrical JATC	West Palm Beach	18 years of age, HS Diploma/GED, Valid DL, SS card, Completion of 1 credit of Algebra or NJATC math course	5 years; School attendance bi-monthly	\$0	Books \$600 yr, laptop computer	Estimated \$4,000	10	12	10	Certificate of Completion	\$14.27	\$21.17	\$7,500
23		Carpenters	Carpentry Apprenticeship Program	Florida Training Services	Port St. Lucie	18 years of age, valid Driver's License	4 years	\$0	Books \$121, Tools \$500	N/A	10	10	10	Certificate of Completion	\$14.91	\$20.05	\$7,500
62		Dental Assistants	Dental Assisting	Fortis	Port St. Lucie	High School Diploma/GED	60 credits	\$18,412	\$1,418	\$19,830	10	10	10	Diploma	\$14.69	\$19.23	\$7,500
23		Heating, A.C., & Refrigeration Mechanics & Installers	Heating, Ventilation, Air Conditioning and Refrigeration	Fortis	Port St. Lucie	High School Diploma/GED	64 credits	\$17,812	\$1,390	\$19,202	10	10	10	Diploma	\$13.21	\$18.75	\$7,500
92		Medical Assistants	Medical Assisting	Fortis	Port St. Lucie	High School Diploma/GED	46 credits	\$15,108	\$859	\$15,967	10	10	10	Diploma	\$12.73	\$15.67	\$7,500
92		Medical Assistants	Medical Assisting with Basic X-Ray Operation	Fortis	Port St. Lucie	High School Diploma/GED	62 credits	\$18,436	\$1,243	\$19,679	10	10	10	Diploma	\$12.73	\$15.67	\$7,500
62		Licensed Practical & Licensed Vocational Nurses	Practical Nursing	Fortis	Port St. Lucie	High School Diploma/GED	82 credits	\$22,058	\$2,224	\$24,282	11	11	11	Diploma	\$17.53	\$21.83	\$10,000
62	Yes	Registered Nurses	Nursing (RN)	Fortis	Port St. Lucie	High School Diploma/GED	106 credits	\$45,960	\$3,436	\$49,396	12	12	12	A.S. Degree	\$20.33	\$28.45	\$10,000
62		Preschool Teachers, Except Special Education	Childcare Training	Indian River State College	Vero Beach Fort Pierce Port St. Lucie Stuart	High School Diploma/GED	40 hours	\$103	\$50	\$153	8	8	8	DCF Certificate	\$9.79	\$11.71	\$153
23		Heating, A.C., & Refrigeration Mechanics & Installers	A.C., Refrigeration & Heating Systems Technology I	Indian River State College	Vero Beach Fort Pierce	High School Diploma/GED	750 hours	\$2,200	\$823	\$3,023	9	10	9	Certificate of Completion	\$13.21	\$18.75	\$3,023
23		Heating, A.C., & Refrigeration Mechanics & Installers	A.C., Refrigeration & Heating Systems Technology II	Indian River State College	Vero Beach Fort Pierce	Prerequisite of A.C., Refrigeration & Heating Systems Technology I	600 hours	\$1,750	\$171	\$1,921	9	10	9	Certificate of Completion	\$13.21	\$18.75	\$1,921
23		Heating, A.C., & Refrigeration Mechanics & Installers	AAS Air Conditioning, Refrigeration & Heating Systems Technology Certificate	Indian River State College	Fort Pierce	High School Diploma/GED	24 credits	\$3,147	\$994	\$4,141	10	10	10	Certificate	\$13.21	\$18.75	\$4,141
23		Heating, A.C., & Refrigeration	AAS Air Conditioning, Applied Welding Technology	Indian River State College	Vero Beach Fort Pierce	High School Diploma/GED	64 credits	\$6,350	\$994	\$7,344	10	10	10	AAS Degree	\$13.21	\$18.75	\$7,344
23		Welders, Cutters, Solderers & Brazers	Applied Welding Technology	Indian River State College	Fort Pierce	High School Diploma/GED	1,050 hours	\$3,043	\$1,530	\$4,573	10	10	10	Certificate	\$15.14	\$19.05	\$4,573
81		Automotive Service Technicians and Mechanics	Automotive Service Management Technology	Indian River State College	Fort Pierce	High School Diploma/GED	24 credits	\$2,759	\$722	\$3,481	10	10	10	Certificate	\$12.78	\$20.53	\$3,481
81		Automotive Service Technicians and Mechanics	Automotive Service Management Technology	Indian River State College	Fort Pierce	High School Diploma/GED	68 credits	\$7,500	\$722	\$8,222	10	10	10	AAS Degree	\$12.78	\$20.53	\$7,500
81		Automotive Service Technicians and Mechanics	Automotive Service Technology I	Indian River State College	Stuart	High School Diploma/GED	1,050 hours	\$2,979	\$401	\$3,380	9	10	9	Certificate	\$12.78	\$20.53	\$3,380
81		Automotive Service Technicians and Mechanics	Automotive Service Technology II	Indian River State College	Stuart	Currently/ Previously Employed as a Automotive Tech.	750 hours	\$2,114	\$208	\$2,322	9	10	9	Certificate	\$12.78	\$20.53	\$2,322

PY 2020 - 2021 ELIGIBLE TRAINING PROVIDER LIST

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 \*\*Tier Tier 1 Tier 2  
 \*\* ITA Payment Up to \$7,500.00 Up to \$10,000.00

NAICS Code	High Skill High Wage	Occupational Titles	Program Title	Training Provider	Location	Entrance Requirement = = = = Open Entry Open Exit	Clock/ Credi Hours	Tuition	Books, Fees and Other Cost	TOTAL Program Cost	Reading	Math	Language	Completion Award	* LTOL Entry Wage Per Hour	* LTOL Mean Wage Per Hour	** Maximum Payment Tier
23	Yes	Construction Managers	Building Construction Technology	Indian River State College	Fort Pierce	High School Diploma/GED	64 credits	\$6,645	\$2,278	\$8,922	10	10	10	A.S Degree	\$24.55	\$58.84	\$8,922
		Shipping, Receiving and Traffic Clerks	Certified Logistics Associate	Indian River State College	Ft. Pierce	High School Diploma/GED	128 Hours	\$950	\$250	\$1,200	9	9	9	Certificate	\$14.00	\$16.50	\$1,200
48		Heavy and Tractor-Trailer Truck Drivers	Commercial Vehicle Driving	Indian River State College	Ft. Pierce Okeechobee	High School Diploma/GED	320 Hours	\$4,823	N/A	\$4,823	9	9	9	Certificate	\$13.02	\$17.96	\$4,823
92	Yes	Police & Sheriff's Patrol Officers	Criminal Justice Technology	Indian River State College	Vero Beach Fort Pierce Port St. Lucie Stuart	Selective Admission	60	\$6,355	N/A	\$6,355	11	11	11	A.S Degree	\$19.25	\$27.35	\$6,355
72		Cooks, Restaurant	Culinary Operations Apprenticeship	Indian River State College	Vero Beach	18 years of age	336 hours of related learning and 670 hour of On-the-Job Training.	Fee Exempt	\$2,243	\$2,243	9	9	9	Certificate	\$13.17	\$14.22	\$2,243
62		Dental Assistants	Dental Assisting Technology and	Indian River State College	Fort Pierce	Selective Admission	70	\$7,738	\$4,440	\$12,178	10	10	10	A.S Degree	\$14.69	\$19.23	\$7,500
62	Yes	Dental Hygienists	Dental Hygiene	Indian River State College	Fort Pierce	Selective Admission	88 credits	\$9,088	\$9,671	\$18,759	12.9	12.9	12.9	A.S Degree	\$22.22	\$30.80	\$10,000
61	Yes	Electricians	Electrical Apprenticeship	Indian River State College	Vero Beach Fort Pierce Stuart	18 years of age	8,400 hours	Fee Exempt	\$400	\$400	9	9	9	Certificate	\$14.27	\$21.17	\$400
31		Fire Fighters	Firefighting Basic Recruit Academy	Indian River State College	Fort Pierce	Selective Admission: EMT and Paramedic, Physical Agility Test	492 Clock Hours	\$1,572	\$1,434	\$3,007	10	10	10	Certificate	\$15.74	\$20.63	\$3,007
81		Automotive Service Technicians and Mechanics	General Automotive Technician	Indian River State College	Fort Pierce	High School Diploma/GED	44 Credits	\$5,040	\$722	\$5,761	9	10	9	Certificate	\$12.78	\$20.53	\$5,761
62		Medical Records and Health Information Technicians	Health Information Technology	Indian River State College	Online	High School Diploma/GED	70 Credits	\$7,268	\$7,842	\$15,110	11	11	11	A.S. Degree	\$12.82	\$19.87	\$7,500
62	Yes	Medical and Health Services Managers	Health Services Management	Indian River State College	Fort Pierce	Selective Admission	60 credits	\$6,230	\$2,145	\$8,375	12	12	12	A.S. Degree	\$31.30	\$48.93	\$8,375
92	Yes	Police & Sheriff's Patrol Officers	Law Enforcement - Basic Recruit Training	Indian River State College	Fort Pierce	Selective Admission	770 hours	\$3,376	\$100	\$3,476	11	11	11	Certificate	\$19.25	\$27.35	\$3,476
62		Licensed Practical & Licensed Vocational Nurses	Practical Nursing	Indian River State College	Fort Pierce	Selective Admission	1,350 hours	\$3,750	\$3,251	\$7,001	11	11	11	Certificate	\$17.42	\$21.39	\$7,001.00
33		Machinist	Certified Production Technician-Fast Track to	Indian River State College	Fort Pierce Stuart	Selective Admission	160 hours	\$2,000	N/A	\$2,000	10	10	10	Certificate	\$15.52	\$21.39	\$2,000
33		Machinist	Certified Production Technician-Fast Track to	Indian River State College	Fort Pierce	High School Diploma/GED	128 hours	\$1,800	N/A	\$1,800	10	10	10	Certificate	\$14.80	\$19.68	\$1,800
23		Brick masons and Block masons	Masonry Apprenticeship	Indian River State College	Fort Pierce	High School Diploma/GED	6,000 hours	Fee Exempt	\$100	\$100	9	9	9	Certificate	\$13.47	\$17.35	\$100
56		Medical Secretaries	Medical Administrative Specialist	Indian River State College	Vero Beach Fort Pierce Port St. Lucie Stuart	Yes	1,050 hours	\$2,900	N/A	\$2,900	10	10	10	Certificate	\$12.54	\$16.11	\$2,900.00
33		Medical Assistants	Medical Assisting	Indian River State College	Fort Pierce	High School Diploma/GED	1,300 hours	\$3,328	\$3,193	\$6,520	10	10	10	Certificate	\$12.73	\$15.67	\$6,520
62		Medical and Clinical Laboratory Technologists	Medical Laboratory Technology	Indian River State College	Fort Pierce	Selective Admission	76 credits	\$7,892	\$6,449	\$14,341	12	12	12	A.S. Degree	\$14.54	\$24.51	\$7,500
56		Medical Secretaries	Medical Office Technology I and Medical Office Technology II	Indian River State College	Vero Beach Fort Pierce Port St. Lucie Stuart	Yes	150 hours	\$420	N/A	\$420	10	10	10	Certificate	\$12.54	\$16.11	\$420.00
62	Yes	Registered Nurses	Nursing (RN)	Indian River State College	Fort Pierce Port St. Lucie Stuart	Selective Admission	72 credits	\$7,476	\$4,686	\$12,162	12	12	12	A.S Degree	\$20.33	\$28.45	\$10,000
62		Nursing Assistant	Nursing Assistant	Indian River State College	Fort Pierce	High School Diploma/GED	165 hours	\$470	\$772	\$1,242	8	8	8	Certificate	\$12.07	\$12.47	\$1,242
62		Nursing Assistant	Nursing Assistant	Indian River State College	Vero Beach Stuart	High School Diploma/GED	165 hours	\$470	\$1,053	\$1,523	8	8	8	Certificate	\$12.07	\$12.47	\$1,523
62		Paramedics	Paramedic	Indian River State College	Fort Pierce	Selective Admission	42 credits	\$4,465	\$5,023	\$9,488	10	10	10	Certificate	\$12.87	\$15.99	\$7,500

PY 2020 - 2021 ELIGIBLE TRAINING PROVIDER LIST

\*LTOL Entry Wage (Up to \$15.00) =  
 (\$15.01 and above) =

\*\*Tier  
 Tier 1  
 Tier 2

\*\* ITA Payment  
 Up to \$7,500.00  
 Up to \$10,000.00

NAICS Code	High Skill High Wage	Occupational Titles	Program Title	Training Provider	Location	Entrance Requirement = = = = Open Entry Open Exit	Clock/ Credi Hours	Tuition	Books, Fees and Other Cost	TOTAL Program Cost	Reading	Math	Language	Completion Award	* LTOL Entry Wage Per Hour	* LTOL Mean Wage Per Hour	** Maximum Payment Tier
44		Pharmacy Technicians	Pharmacy Technician	Indian River State College	Fort Pierce	High School Diploma/GED	1050 clock hours	\$2,688	\$3,734	\$6,422	10	11	10	Certificate	\$11.44	\$14.99	\$6,422
62		Phlebotomists	Phlebotomy	Indian River State College	Fort Pierce	Must be 18 years of age, High School Diploma, Drug & Background check, Physical, Immunization	165 hours	\$504	\$1,653	\$2,157	8	8	8	Certificate	\$12.45	\$15.52	\$2,157.00
62	Yes	Physical Therapist Assistants	Physical Therapist Assistant	Indian River State College	Fort Pierce	Selective Admission	74 credits	\$7,684	\$6,501	\$14,185	12	12	12	A.S. Degree	\$22.76	\$29.52	\$10,000.00
23		Plumbers, Pipefitters & Steamfitters	Plumbing Apprenticeship	Indian River State College	Fort Pierce	High School Diploma/GED	8,400 hours	Fee Exempt	\$400	\$400	9	9	9	Certificate	\$15.39	\$19.92	\$400
54	Yes	Radiologic Technologists & Technicians	Radiography	Indian River State College	Fort Pierce	Selective Admission	77 credits	\$7,995	\$7,396	\$15,391	11	11	11	A.S Degree	\$19.61	\$27.23	\$10,000
62	Yes	Respiratory Therapists	Respiratory Care	Indian River State College	Fort Pierce	Selective Admission	77 credits	\$7,995	\$8,649	\$16,644	11	11	11	A.S Degree	\$22.76	\$27.86	\$10,000
62		Surgical Technologist	Surgical Technology	Indian River State College	Fort Pierce	Selective Admission	1330 Clock Hours	\$3,463	\$3,367	\$6,830	10	9	10	Certificate	\$15.81	\$21.17	\$6,830
13	Yes	Accountants and Auditors	Bachelor of Arts in Accounting	Keiser University	Port St. Lucie	High School Diploma or GED. Pass Entrance Exam.	40 months	\$99,040	\$12,600	\$111,640	12.9	12.9	12.9	B.A. Degree	\$19.67	\$35.39	\$10,000
11	Yes	Administrative Services Managers	Bachelor of Arts in Business Administration	Keiser University	Port St. Lucie	High School Diploma or GED. Pass Entrance Exam.	40 months	\$99,040	\$12,600	\$111,640	12.9	12.9	12.9	B.A. Degree	\$25.61	\$46.23	\$10,000
92	Yes	Police & Sheriff's Patrol Officers	Criminal Justice	Keiser University	Port St. Lucie	High School Diploma or GED; Pass Entrance Exam w/score of 16/50 or higher = = = = = Yes	20 months/60 credits	\$49,520	\$6,445	\$55,965	11	11	11	AA Degree	\$19.25	\$27.35	\$10,000
62	Yes	Medical and Health Services Managers	Associate of Arts in Health Services Administration	Keiser University	Port St. Lucie	High School Diploma or GED. Pass Entrance Exam.	20 months/60 credits	\$49,520	\$6,400	\$55,920	11	11	11	AA Degree	\$31.30	\$48.93	\$10,000
62	Yes	Medical and Health Services Managers	Bachelor of Arts in Health Services Administration	Keiser University	Port St. Lucie	High School Diploma or GED. Pass Entrance Exam.	40 months	\$99,040	\$12,600	\$111,640	12.9	12.9	12.9	B.A. Degree	\$31.30	\$48.93	\$10,000
54	Yes	Computer Network Support Specialists	Information Technology	Keiser University	Port St. Lucie	High School Diploma or GED; Pass Entrance Exam	20 months/60 credits	\$49,520	\$6,435	\$55,955	11	11	11	A.S. Degree	\$17.96	\$29.34	\$10,000
33		Medical Assistants	Medical Assistant	Keiser University	Port St. Lucie	High School Diploma or GED; Pass Entrance Exam w/score of 13/50 or higher = = = = = Yes	16 months/60.5 credits	\$39,616	\$6,195	\$45,811	10	10	10	A.S Degree	\$12.73	\$15.67	\$7,500
62	Yes	Registered Nurse	Nursing	Keiser University	Port St. Lucie	High School Diploma or GED; Pass Entrance Exam w/score of 20/50 or higher = = = = = Yes	25 months/72 credits	\$61,900	\$10,505	\$72,405	12.9	12.9	12.9	A.S Degree	\$20.33	\$28.45	\$10,000
54	Yes	Paralegals and Legal Assistants	Paralegal Studies	Keiser University	Port St. Lucie	High School Diploma or GED; Pass Entrance Exam	20 months/60 credits	\$49,520	\$6,445	\$55,965	10	10	10	AA Degree	\$17.23	\$25.12	\$10,000

PY 2020 - 2021 ELIGIBLE TRAINING PROVIDER LIST

\*LTOL Entry Wage (Up to \$15.00) =  
 (\$15.01 and above) =

\*\*Tier  
 Tier 1  
 Tier 2

\*\* ITA Payment  
 Up to \$7,500.00  
 Up to \$10,000.00

NAICS Code	High Skill High Wage	Occupational Titles	Program Title	Training Provider	Location	Entrance Requirement = = = = Open Entry Open Exit	Clock/ Credi Hours	Tuition	Books, Fees and Other Cost	TOTAL Program Cost	Reading	Math	Language	Completion Award	* LTOL Entry Wage Per Hour	* LTOL Mean Wage Per Hour	** Maximum Payment Tier
62	Yes	Radiologic Technologists & Technicians	Radiologic Technology	Keiser University	Port St. Lucie	High School Diploma or GED; Pass Entrance Exam w/score of 20/50 or higher = = = = Yes	24 months/94 credits	\$64,376	\$9,495	\$73,871	10	10	10	A.S Degree	\$19.61	\$27.23	\$10,000
31-33	Yes	Machinist	Advanced Manufacturing Apprenticeship Program	Machining Solutions	Longwood, FL	High School Diploma/GED	7,200 hours	\$0	\$0	\$0	10	10	10	Certificate of Completion	\$14.23	\$18.58	\$0
54	Yes	Computer User Support Specialists	Computer Repair	PC Professor	West Palm Beach	High School Diploma/GED	160 clock hours	\$5,845	\$2,081	\$7,926	11	11	11	Certificate of Completion	\$13.90	\$21.61	\$7,500
54	Yes	Web Developer	Web Developer	PC Professor	West Palm Beach	High School Diploma/GED	360 clock hours	\$10,620	\$2,600	\$13,220	11	11	11	Certificate of Completion	\$18.24	\$29.89	\$10,000
23		Welders, Structural Steel Workers	Palm Beach County Ironworkers JATC Registered Apprenticeship	Palm Beach County Ironworkers JATC	Riviera Beach	High School Diploma/GED, Valid DL	800 hours plus 5,600 - 8,000 OJT hours	\$0	\$1,630	\$1,630	10	10	10	Certificate of Completion	\$14.23	\$18.58	\$1,630
23		Plumbers, Pipefitters & HVAC	Skilled Construction Trades	Pipe U Registered Apprenticeship	West Palm Beach	FL Drivers License, Math evaluation, HS diploma/GED	5 years	No tuition	\$900	\$900	10	10	10	Journeymen License	\$14.05	\$20.07	\$900
36		Aircraft Structure, Surfaces, Rigging and Systems Assemblers	Piper Aircraft Apprenticeship Program	Piper Aircraft	Vero Beach	High School Diploma/GED	4000	No tuition	\$0	\$0	10	10	10	Certificate of Completion	\$14.00	\$18.00	\$0
62		Licensed Practical & Licensed Vocational Nurses	LPN Practical Nursing	Treasure Coast Technical College	Vero Beach	High School Diploma, Skills and Aptitude Testing HESI = = = = Scheduled Class	1,350 hours/ 11 months	\$3,942	\$3,633	\$7,575	11	11	11	Certificate	\$17.42	\$21.39	\$7,575
31		Medical Assistants	Medical Assistant	Treasure Coast Technical College	Vero Beach	Clearance FDLE Level 2, High School Diploma/GED and Background Check	565 hours/ 14 weeks	\$1,650	\$1,313	\$2,963	10	10	10	Certificate	\$12.74	\$15.57	\$2,963
31		Nursing Assistant	Nursing Assistant	Treasure Coast Technical College	Vero Beach	Clearance FDLE Level 2, High School Diploma/GED and Background Check	165 hours/ 8 weeks	\$482	\$1,000	\$1,482	8	8	8	Certificate	\$12.07	\$12.47	\$1,482
29		Pharmacy Technicians	Pharmacy Technician	Treasure Coast Technical College	Vero Beach	Clearance FDLE Level 2, High School Diploma/GED and Background Check	1050 hours/ 36 weeks	\$3,066	\$1,636	\$4,702	10	11	10	Certificate	\$11.44	\$14.99	\$4,702
31		Phlebotomists	Phlebotomy	Treasure Coast Technical College	Vero Beach	Clearance FDLE Level 2, High School Diploma/GED and Background Check	165 hours/ 10 weeks	\$482	\$691	\$1,173	9	9	9	Certificate	\$12.45	\$15.52	\$1,173
23		Welders, Cutters, Solderers & Brazers	Welding Technologies	Treasure Coast Technical College	Vero Beach	High School Diploma/GED	1050 hrs/ 10 months	\$3,066	\$3,195	\$6,261	10	10	10	Certificate	\$15.14	\$19.05	\$6,261
31-33		Industrial Manufacturing Technician	Industrial Manufacturing Technician Registered Apprenticeship	CareerSource Research Coast	Martin County, St. Lucie County, Indian River County	High School Diploma/GED; 18 years of age; US Citizen; Valid drivers license	264 hours plus 2,736 OJT hours	\$0	N/A	\$0	9	9	9	Certificate	\$11.00	\$14.50	\$2,000



## AGENDA ITEM SUMMARY

<b>TITLE:</b>	LWDB20 Primary Indicators of Performance for Program Years (PYs) 2020 - 2021 and 2021 - 2022
<b>STRATEGIC GOALS:</b>	Clear, Credible and Trustworthy Commitments and Projects
<b>POLICY/PLAN/LAW:</b>	Workforce Innovation and Opportunity Act (WIOA) Title I Programs and Title III Wagner-Peyser (WP) Act; Training and Employment Guidance Letter No. 09-17
<b>ACTION REQUESTED:</b>	For Information and Review
<b>BACKGROUND:</b>	<p>The State of Florida must negotiate and agree upon levels of performance for WIOA programs and WP Act funded activities for PYs 2020-2021 and 2021-2022 with the United States Department of Labor, Employment and Training Administration. Once the State levels are agreed upon, the Department of Economic Opportunity (DEO) must negotiate and reach agreements with the Local Workforce Development Boards on local levels of performance for these Programs Years.</p> <p>The CSRC Executive Team negotiated the proposed levels of performance applied to our local workforce development area with DEO for the Program Years mentioned above. These negotiations successfully closed on August 12, 2020.</p>
<b>STAFF RECOMMENDATION:</b>	For Information and Review Only
<b>SUPPORTING MATERIALS:</b>	PY 2020– 2022 Primary Indicators of Performance Targets
<b>BOARD STAFF:</b>	Tracey McMorris, Vice President of Operations/COO <a href="mailto:tmcmorris@careersourcerc.com">tmcmorris@careersourcerc.com</a> 866-482-4473 ext. 528

PY 2020 & PY 2021 Performance Goals	
Local Workforce Development Board (LWDB): 20	
LWDB Contact Name:	Brian Bauer
LWDB Contact Email:	<a href="mailto:bbauer@careersourcerc.com">bbauer@careersourcerc.com</a>
LWDB Contact Email:	<a href="mailto:Region20@careersourcerc.com">Region20@careersourcerc.com</a>

Measures	PY 2020 Performance Goals	PY 2021 Performance Goals
<b>Adults:</b>		
Employed 2nd Qtr After Exit	95.0%	95.0%
Employed 4th Qtr After Exit	95.0%	95.0%
Median Wage 2nd Quarter After Exit	\$8,500	\$8,900
Credential Attainment Rate	70.0%	71.0%
Measurable Skill Gains	65.0%	67.0%
<b>Dislocated Workers:</b>		
Employed 2nd Qtr After Exit	90.0%	90.0%
Employed 4th Qtr After Exit	85.0%	87.0%
Median Wage 2nd Quarter After Exit	\$7,500	\$7,800
Credential Attainment Rate	70.0%	70.0%
Measurable Skill Gains	70.0%	72.0%
<b>Youth:</b>		
Education and Employed 2nd Qtr After Exit	79.0%	80.0%
Education and Employed 4th Qtr After Exit	75.0%	78.0%
Median Wage 2nd Quarter After Exit	\$3,200	\$3,400
Credential Attainment Rate	90.0%	92.0%
Measurable Skill Gains	70.0%	73.0%
<b>Wagner-Peyser:</b>		
Employed 2nd Qtr After Exit	67.0%	68.0%
Employed 4th Qtr After Exit	67.0%	69.0%
Median Wage 2nd Quarter After Exit	\$5,000	\$5,100