



**Executive Committee Meeting
August 27, 2024 @ 2:30 PM (CT)**

[Join via Microsoft Teams Meeting](#)

or by phone at 561-570-4464 Conference ID: 758 237 330#

or in person at 4636 Highway 90, Suite K

Marianna, FL 32446 - Community Room

Richard - (850) 557-2441; Tabettha - (850) 693-3913

AGENDA

I.	CALL TO ORDER	Donnie Read, Chair	
II.	2024 – 2025 BUDGET	Richard Williams	Pages 2 - 3
III.	INDIVIDUAL TRAINING ACCOUNT WAIVER REQUEST	Richard Williams	Pages 4 - 10
IV.	4 YEAR PLAN UPDATE	Richard Williams	TBP
V.	TARGETED OCCUPATION LIST UPDATES/APPROVAL	Debby Wood	Pages 11 - 13
VI.	2024 – 2025 MEETING SCHEDULE	Donnie Read	
VII.	COMMITTEE STRUCTURE FOR 2024 - 2025	Donnie Read	
VIII.	OTHER GRANTS / REQUIREMENTS	Richard Williams	Please see attachments
IX.	ADJOURNMENT	Donnie Read, Chair	

Executive Committee Members

Donnie Read, Chair

Tracy Andrews

Janice Sumner

Travis Ephriam

Johnny Eubanks

Sandy Spear

2024-25 Draft

Funding Source/Income	Income Amount	Carryover Amount	Total
	\$ -	\$ -	\$ -
Apprenticeship Grant	\$ 62,500	\$ -	\$ 62,500
FI Deputy Apprenticeships	\$ -	\$ -	\$ -
Infrastructure Funding Agreement	\$ 12,844	\$ -	\$ 12,844
Opportunity Florida Contract	\$ 220,000	\$ -	\$ 220,000
Other Grants		\$ -	\$ -
Reemployment Assistance	\$ 30,000	\$ -	\$ 30,000
Reemployment Eligibility and Assessment	\$ 50,000	\$ -	\$ 50,000
Rural Initiatives	\$ 312,500	\$ -	\$ 312,500
Sector Strategy Grant	\$ 100,000	\$ -	\$ 100,000
SNAP	\$ 49,289	\$ -	\$ 49,289
Temporary Assistance to Needy Families	\$ 316,090	\$ 74,175	\$ 390,265
Unrestricted Funds not otherwise catagorized	\$ 15,000	\$ -	\$ 15,000
Veteran's Services -Unified	\$ 13,000	\$ -	\$ 13,000
Wagner Peyser	\$ 11,120	\$ -	\$ 11,120
Wagner Peyser Incentives	\$ -	\$ -	\$ -
Wagner Peyser Re-Entry Navigator Project	\$ -	\$ -	\$ -
WIAO Supplemental	\$ 35,399	\$ -	\$ 35,399
WIOA - Get There Faster Grant	\$ -	\$ -	\$ -
WIOA Adult	\$ 213,624	\$ 185,000	\$ 398,624
WIOA Dislocated Worker	\$ 88,375	\$ 80,000	\$ 168,375
WIOA Dislocated Worker Supplemental	\$ 20,829	\$ -	\$ 20,829
WIOA State Level- Rapid Response	\$ 10,663	\$ -	\$ 10,663
WIOA Youth	\$ 172,998	\$ 5,000	\$ 177,998
WIOA Youth Career Exploration Grant	\$ 250,000	\$ -	\$ 250,000
Totals	\$ 1,984,231	\$ 344,175	\$ 2,328,406

Pages

2024-25 Draft

Expense Category	Draft 2024-25	Planned 2023-2024	Actual 2023-24
Accounting/Finance Consulting	\$ 28,350	\$ 28,350	\$ 29,750
Data Lines and Telephone	\$ 71,000	\$ 75,000	\$ 70,307
Equipment & Facility Maintenance	\$ 5,000	\$ 5,000	\$ 2,464
Equipment/Furniture	\$ 5,000	\$ 15,000	\$ -
Garbage Disposal/Janitorial Supplies	\$ 5,500	\$ 6,000	\$ 4,830
Insurance	\$ 26,000	\$ 27,000	\$ 19,518
Legal/Corporate Fees	\$ 500	\$ 1,000	\$ -
License/Software	\$ 80,000	\$ 50,000	\$ 115,865
Marketing/Outreach	\$ 3,000	\$ 5,000	\$ 2,456
Memberships and Dues	\$ 7,500	\$ 10,000	\$ 6,925
Organizational Advertising	\$ 250	\$ 500	\$ -
Other	\$ 11,000	\$ 11,000	\$ 10,191
Other Contractual Services	\$ 7,500	\$ 7,500	\$ 4,740
Pest Control	\$ 1,500	\$ 1,500	\$ 1,730
Postage	\$ 2,000	\$ 2,000	\$ 2,140
Professional Employment Agency Fee	\$ 17,000	\$ 17,000	\$ 16,287
Rent	\$ 135,000	\$ 135,000	\$ 134,134
Salary/Fringes - CareerSource Chipola staff	\$ 1,200,000	\$ 1,335,000	\$ 1,322,945
Sector Strategy	\$ 50,000	\$ -	\$ -
Security Systems	\$ 4,000	\$ 3,000	\$ 3,964
Special Grant Training (Faster/Returning Vet)	\$ -	\$ 50,000	\$ -
Storage Rooms	\$ 3,000	\$ 2,500	\$ 2,951
Supplies	\$ 20,000	\$ 25,000	\$ 17,291
Teen Preg. Prevention Program (WTP funding)	\$ 45,000	\$ 90,000	\$ 35,503
Training Materials	\$ 1,000	\$ 1,000	
Travel/Training - CareerSource Chipola Board	\$ 7,500	\$ 10,000	\$ (1,450)
Travel/Training - CareerSource Chipola Staff	\$ 22,500	\$ 25,000	\$ 20,072
Travel/Training - DEO Staff	\$ 1,000	\$ 2,000	
Utilities	\$ 38,000	\$ 30,000	\$ 37,451
Welfare Transition Program	\$ 40,000	\$ 15,000	\$ 12,226
WIOA Adult Program	\$ 118,000	\$ 118,000	\$ 59,433
WIOA Dislocated Worker Program	\$ 5,000	\$ 1,000	\$ 416
WIOA Youth Career Exploration	\$ 100,000	\$ -	\$ -
WIOA Youth Program	\$ 50,000	\$ 75,000	\$ 19,382

Sub Total: \$ 2,111,100 \$ 2,179,350 \$ 1,951,520

Planned Carryover Funds	\$ 217,306	\$ 566,681
Total:	\$ 2,328,406	\$ 2,746,031



Administrative Policy

POLICY
NUMBER
074

Title:	Individual Training Account Expenditure Requirements and Waiver Request Process		
Program:	Workforce Innovation and Opportunity Act		
Effective:	June 29, 2012	Revised:	July 1, 2024

I. PURPOSE AND SCOPE

The purpose of this policy is to outline the requirements to local workforce development boards (LWDBs) for the use of federal Title I Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker funds for Individual Training Account (ITA) expenditures.

This policy also describes the process for LWDBs to request a waiver of the state ITA requirement.

II. BACKGROUND

Section 445.003(3)(a)1, Florida Statutes (F.S.) requires that at least 50 percent of the Title I WIOA Adult and Dislocated Worker funds that are passed through to LWDBs be allocated to ITAs, unless a LWDB obtains a waiver from the state workforce development board (state board).

III. AUTHORITY

Workforce Innovation and Opportunity Act of 2014, [Public Law 113-128](#), Section 134(c)(2)(A)(xii)(VII), Section 134(c)(3)(D) and Section 134(c)(3)(F)(v)

[Section 445.003\(3\)\(a\)\(1\), F.S.](#)

IV. POLICIES AND PROCEDURES

WIOA funds may only be used to provide training services to eligible participants when there

is no grant or other assistance available to pay for training, or the eligible participant requires WIOA assistance in addition to other sources of grant assistance, including Federal Pell Grants established under title IV of the Higher Education Act of 1965. ITAs must be coordinated with other sources of grant assistance as prescribed in [Administrative Policy 122 -Adult and Dislocated Worker Eligibility Program Eligibility](#). Veteran Assistance (VA) benefits for education and training services do not constitute “other grant assistance” under WIOA’s eligibility requirements. Pursuant to Section 445.003(3)(a)1, F.S., tuition, books and fees of training providers, and other training services authorized by WIOA qualify as state ITA expenditures. The [Allowable Programmatic Training and ITA Costs Crosswalk](#) provides direction to LWDBs on what expenditures qualify for the 50% ITA requirement and how the remaining funds should be used for career services (not associated with training costs).

FloridaCommerce established a state ITA cost-category and sub-cost categories to track associated costs and expenditures in the Subrecipient Enterprise Resource Application (SERA). LWDBs are required to submit state ITA expenditures in SERA as outlined in this policy.

A. Sub-Cost Categories

The state ITA cost category is broken down into sub-cost categories which further specify activities allowable under the state ITA expenditure requirement. The sub-cost categories for the state ITA expenditure requirement are outlined below.

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1. Occupational Skills Training

Occupational skills training is an organized program of study that provides specific vocational skills that lead to proficiency in performing actual tasks and technical functions required by certain occupational fields at entry, intermediate, or advanced levels. LWDBs must give priority consideration to training programs that lead to recognized credentials of value and postsecondary credentials, including those on the Master Credentials List, that align with in-demand and emerging industry sectors or occupations in the local area. The chosen occupational skills training must meet the quality standards in WIOA.

The training must:

- a. Be outcome-oriented and focused on an occupational goal specified in the participant’s individual service strategy.
- b. Be of sufficient duration to impart the skills needed to meet the occupational goal.
- c. Lead to the attainment of a recognized credential of value and postsecondary credential. A credential is documented verification of qualification or competence issued to an individual by a third party with the relevant authority or jurisdiction to

issue such credentials (such as an accredited. This includes an industry-recognized certificate or certification, a certificate of completion of an apprenticeship, a license recognized by the State involved or Federal Government, or an associate or baccalaureate degree.

Supportive services required for participation in an occupational skills training activity are included in this sub-cost category. Any supportive services provided must be in accordance with [Administrative Policy - 109 Supportive Services and Needs-Related Payments](#) and recorded in Employ Florida in accordance with the Employ Florida Service Code Guide.

2. Other WIOA Specified Training

Other WIOA specified training includes:

- a. On-the-job training.
- b. Registered apprenticeship programs.
- c. Programs that combine workplace training with related instruction and may include cooperative education programs.
- d. Incumbent worker training.
- e. Training programs operated by the private sector.
- f. Skill upgrading and retraining.
- g. Entrepreneurial training.
- h. Job readiness training in combination with other training activities.
- i. Adult education and literacy in combination with other training activities.
- j. Customized training.

Supportive services required for participation in an “other WIOA specified training” activity are included in this sub-cost category. Any supportive service provided must be in accordance with [Administrative Policy - 109 Supportive Services and Needs-Related Payments](#) and recorded in Employ Florida in accordance with the Employ Florida Service Code Guide.

3. Other Work-Based Learning Opportunities

Work-based learning opportunities afford WIOA-eligible participants opportunities for career exploration and enhanced skill development. LWDBs may offer programs that incorporate paid and/or unpaid work experiences and have a combined instructional component of academic and occupational education. The educational component may occur concurrently or sequentially with the work experience. [Administrative Policy 100 - Work-Based Learning and Work-Based Training for Adults and Dislocated Workers](#), describes the requirements for such activities.

These expenses are recorded in SERA as Work Experience and Internships.

4. Training Program Management

Costs associated with training program management are staff costs:

- a. Directly related to developing, implementing, or coordinating authorized training programs identified in this policy.
- b. Associated with developing, implementing, or coordinating local training for eligible clients participating in training programs leveraged through other grants (e.g., Temporary Assistance for Needy Families, Pell Grants).

Staff costs are limited to salaries and benefits.

5. Training Case Management

Costs associated with training case management are staff:

- a. Costs directly related to case management and job placement services for clients in training (not clients seeking training).
- b. Expenditures associated with the provision of support services to individuals while they are in training.

Staff costs are limited to salaries and benefits.

B. Requirements for Allocating and Reporting State ITA Funds

LWDBs must allocate and expend a minimum of 50 percent of the WIOA Adult and Dislocated Worker formula funds that they expect to expend each fiscal year (July-June) to satisfy the state ITA requirement. The percentage allocated for state ITA expenditures must be calculated using the carry-forward (estimated or actual when available) plus the portion of any new allocation budgeted for the current year. The required minimum allocation of 50 percent (or waiver percentage) of funds to be expended in the fiscal year must be reflected in the budget that is submitted to FloridaCommerce.

LWDBs must report related expenditures monthly in SERA for each of the specified state ITA sub-cost categories listed in Section IV.A of this policy. The [Allowable Programmatic Training and ITA Costs Crosswalk](#) reflects expenditures that qualify for the state ITA expenditure requirement.

To ensure the most effective use of WIOA funds, LWDBs that are unable to expend the required 50 percent of the Title I WIOA Adult and Dislocated Worker funds on ITAs or that have not secured a state ITA expenditure requirement waiver risk having funds recaptured and reallocated in accordance with [CareerSource Florida Strategic Policy 2002.01.09.A.3. - Recapture and Reallocation of WIOA Funds](#), or other related state guidance upon issuance.

C. State ITA Waiver Requests

LWDBs that require a state ITA expenditure requirement waiver must submit to FloridaCommerce, a formal request that has been approved by the LWDB and chief local elected official(s) (CLEO). The approved state ITA expenditure requirement waiver request must be submitted to FloridaCommerce's Bureau of Financial Management for review. The following guidelines govern the **management of the** waiver review process:

1. Applications for waivers must be submitted no later than September 1, 2024, for program year (PY) 2024-2025. Beginning PY 2025-2026, applications for waivers must be submitted prior to July 1 of the PY for which the waiver applies. Approved waivers are limited to one year.
2. The request must include the following:
 - a. Documentation describing the local budget for ITAs itemized by sub-cost categories as listed in **Section A. Sub-Cost Categories**.
 - b. Documentation showing local strategies and staff employed to increase access to training for customers and to enroll customers in training.
 - c. Documentation describing local and regional strategies to limit the ongoing need for a waiver.
 - d. The lack of demand for each authorized training service.
 - e. The financial impact on the provision of client services.
 - f. Documentation showing approval from the LWDB and CLEO.
3. FloridaCommerce may require additional information from the LWDB to negotiate approval of a waiver.

Applications for waivers must be submitted to FloridaCommerce via email at WaiverRequest@commerce.fl.gov. FloridaCommerce's Bureaus of One-Stop and Program Support and Financial Management will review waiver requests for completeness and consult with CareerSource Florida to determine if waiver approval should be recommended to the state board.

D. State and Local Monitoring

Services and activities provided under WIOA must be monitored annually for compliance with WIOA requirements by FloridaCommerce. FloridaCommerce will monitor the requirements outlined in this policy and local operating procedures.

LWDBs must establish local fiscal and programmatic monitoring policies and procedures that include, at minimum:

- a. Monthly assessment of compliance with the state ITA expenditure requirements under the waiver.
- b. The roles of the LWDB and provider staff.
- c. Local monitoring procedures for implementation of the state's policy.

V. REVISION HISTORY

Date	Description
7/1/2024	Issued by the Florida Department of Commerce.
6/18/2024	Revised by CareerSource Florida and the Florida Department of Commerce and approved by the CareerSource Florida Board of Directors.
9/26/2018	Revised and renamed to Individual Training Account Expenditure Requirements and Waiver Request Process and issued by the Florida Department of Economic Opportunity.
6/29/2012	DEO FG-074, Individual Training Account (ITA) Costs Allowable for the 50% Expenditure Requirement, June 29, 2012, issued by the Florida Department of Economic Opportunity.

VI. ATTACHMENTS

[Allowable Programmatic Training and ITA Costs Crosswalk](#)

At the June 18, 2024, meeting the State Workforce Board passed changes to Administrative Policy 074 governing a requirement that 50% of all WIOA Adult and Dislocated Worker funds be spent on Individual Training Accounts. The policy requires a submission of a waiver request by September 1, 2024, and prior to July 1 for each year hereafter. (Policy attached) Staff requests authority to submit a waiver that would allow the Board to expend 30% on ITA expenditures for the following reasons:

1. There is a lack of demand for training services among those individuals historically targeted for training opportunities due to funding available from other sources.
2. The switch to employer-based customized training.
3. Funds necessary to maintain operations to provide other non-training activities required by law, rule, or state policy.

**Allowable Programmatic Training and ITA Costs Crosswalk
For WIOA Adult and Dislocated Worker Programs**

Activities	Add-Up Cost Category	Non-Add-Up Cost Category	Non-Add-Up Cost Category	Non-Add-Up Cost Category	Name of Non-Add-Up Cost Category
	Training	Federal ITA	State ITA	State ITA	State ITA
Direct Training Services					
1) Occupational Skills Training (ITA), including training for non-traditional employment	Yes	Yes	Yes	Yes	Occupational Skills Training
2) Supportive services required for participation in a training program, including but not limited to: books; mandatory fees; equipment; tools; supplies; uniforms and shoes/boots; transportation necessary to attend training; drug tests, physicals, eye exams, immunizations; background checks; application, graduation, and GED fees; credential, license or exam fees; lodging (when a part of the cost of attending training out of area); auxiliary aides and services necessary for persons with disabilities to participate in training, etc.	Yes	Yes	Yes	Yes	Supportive Services
3) On-the-job Training (OJT)	Yes	Yes	Yes	Yes	Other WIOA Specified Training
4) Incumbent Worker Training	Yes	Yes	Yes	Yes	Other WIOA Specified Training
5) Programs that combine workplace training with related instruction, which may include cooperative education programs	Yes	Yes	Yes	Yes	Other WIOA Specified Training
6) Training programs operated by the private sector	Yes	Yes	Yes	Yes	Other WIOA Specified Training
7) Skill upgrading and retraining	Yes	Yes	Yes	Yes	Other WIOA Specified Training
8) Entrepreneurial training	Yes	Yes	Yes	Yes	Other WIOA Specified Training
9) Customized Training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training	Yes	Yes	Yes	Yes	Other WIOA Specified Training
10) Registered Apprenticeship Programs	Yes	Yes	Yes	Yes	Other WIOA Specified Training
11) Industry Recognized Apprenticeship Programs	Yes	Yes	Yes	Yes	Other WIOA Specified Training
12) Job readiness training provided in combination with the training services described above or with transitional jobs	Yes	Yes	Yes	Yes	Other WIOA Specified Training
13) Adult education and literacy activities, including activities of English language acquisition and integrated education and training programs, provided concurrently or in combination with services provided in any of the above (Includes: General Education Development/High School Equivalency Tests)	Yes	Yes	Yes	Yes	Other WIOA Specified Training
Career Services					
Basic Career Services	No	No	No	No	N/A
Individualized Career Services (that are not Work Experience, Internship or Transitional Jobs)	No	No	No	No	N/A
Work Experience	No	No	Yes	Yes	Work Experience and Internships
Internship	No	No	Yes	Yes	Work Experience and Internships
Transitional Jobs with no provision for training	No	No	Yes	Yes	Work Experience and Internships
Follow-up Services	No	No	No	No	N/A
Career Services - Staff and Related Program Costs					
Training Program Management	No	No	Yes	Yes	Training Program Management
Training Case Management	No	No	Yes	Yes	Training Case Management
Allocated Share of costs in support of training program and case management (does not include administrative costs)	No	No	Yes	Yes	Allocated between Training Program Management and Training Case Management
Career Services - Supportive Services (services not included in #2 under Direct Training Services)					
Assistance with transportation	No	No	No	No	N/A
Assistance with child care and dependent care	No	No	No	No	N/A
Linkages to community services	No	No	No	No	N/A
Assistance with housing	No	No	No	No	N/A
Prerequisites to enter a training program (e.g., TABE)	No	No	No	No	N/A
Needs related payments	No	No	No	No	N/A
Reasonable accommodations for individuals with disabilities	No	No	No	No	N/A
Referrals to healthcare	No	No	No	No	N/A
Legal services	No	No	No	No	N/A
Other supportive services to allow participants to engage in career services leading to employment	No	No	No	No	N/A

LOCAL TRAINING PROVIDERS AND PROGRAMS - PY 2024-2025



PRIOR to applying for WIOA training assistance:

*Applicants must complete ALL enrollment requirements at the training institution.

IT IS THE TRAINEE'S RESPONSIBILITY TO ENSURE THESE ARE MET

**Please review additional requirements noted for selected program:

***Must have CDLA permit, driving record (last 3 years), physical/drug screen, and have paid required deposit for Commercial Driving

**** Complete the CJBAT, background check and physical/drug screening for Correctional Officer

Complete the background check and physical as required by the training provider/program

Must have official letter of acceptance for the training program

Per Florida Statute, there are NO tuition fees for Registered Apprenticeship participants.

Only the cost of tools, books, and materials needed for the trade are to be paid.

The 2024-2025 Regional Demand Occupations List can be used as a reference for training based on local demand. Staff must seek permission from management.

Approved Provider / Training Program	Occupation Code	Program Length	Degree
Chipola College * 3094 Indian Circle, Marianna, FL 32446 * (850) 526-2761			
<u>Advanced Manufacturing & Production Technology</u>	<u>51-1011</u>	600 hours	<u>Vocational Certificate</u>
<u>Automotive Service Technology (local demand)</u>	<u>49-3023</u>	1800 hours - all	<u>Vocational Certificate</u>
<u>Building Construction Technologies</u>	<u>49-9071</u>	1050 hours	<u>Vocational Certificate</u>
<u>Business Administration</u>	<u>11-1021</u>	60 credit hours	<u>Bachelor of Science Degree</u>
<u>Certified Nursing Assistant</u>	<u>31-1014</u>	120 hours	<u>Vocational Certificate</u>
<u>Computer Information Technology</u>	<u>15-1121</u>	60 credit hours	<u>Associate of Science Degree</u>
<u>Correctional Officer</u>	<u>33-3012</u>	420 hours	<u>Vocational Certificate</u>
<u>Crossover from Correctional Officer to Law Enforcement</u>	<u>33-3051</u>	515 hours	<u>Vocational Certificate</u>
<u>Crossover from Law Enforcement to Correctional Officer</u>	<u>33-3012</u>	172 hours	<u>Vocational Certificate</u>
<u>Engineering Technology</u>	<u>13-1199</u>	60 credit hours	<u>Associate of Science Degree</u>
<u>Firefighter (must also have certification as Paramedic/EMT)</u>	<u>33-2011</u>	450 hours	<u>Vocational Certificate</u>
<u>Fire Science Technology</u>	<u>33-1021</u>	60 credit hours	<u>Associate of Science Degree</u>
<u>Help Desk Support Technician</u>	<u>15-1151</u>	19 credit hours	<u>College Credit Certificate</u>
<u>Industrial Management Technology</u>	<u>11-1021</u>	60 credit hours	<u>Associate of Science Degree</u>
<u>IT Support Specialist</u>	<u>15-1151</u>	28 credit hours	<u>College Credit Certificate</u>
<u>Law Enforcement Officer</u>	<u>33-3051</u>	770 hours	<u>Vocational Certificate</u>
<u>Network/Cyber Security</u>	<u>15-1142</u>	60 credit hours	<u>Associate of Science Degree</u>
<u>Network/Cyber Security</u>	<u>15-1142</u>	31 credit hours	<u>College Credit Certificate</u>
<u>Network Server Administration</u>	<u>15-1142</u>	60 credit hours	<u>Associate of Science Degree</u>
<u>Network Server Administration</u>	<u>15-1142</u>	25 credit hours	<u>College Credit Certificate</u>
<u>Network Support Technician</u>	<u>15-1152</u>	21 credit hours	<u>College Credit Certificate</u>
<u>Nursing (RN)</u>	<u>29-1141</u>	72 credit hours	<u>Associate of Science Degree</u>
<u>Paramedic/Emergency Medical Technician (EMT)</u>	<u>29-2041</u>	300 clock hours	<u>Vocational Certificate</u>
<u>Welding Technology</u>	<u>51-4121</u>	1050 hours	<u>Vocational Certificate</u>
<u>Welding Technology Advanced</u>	<u>51-4121</u>	750 hours	<u>Vocational Certificate</u>
Florida Panhandle Technical College *757 Hoyt Street, Chipley, FL 32428 * (850) 638-1180			
	<u>43-1011</u>	1050 hours	<u>Vocational Certificate</u>
<u>Applied Cybersecurity</u>	<u>15-1142</u>	750 hours	<u>Vocational Certificate</u>
<u>Applied Information Technology</u>	<u>15-1122</u>	600 hours	<u>Vocational Certificate</u>
<u>Carpentry</u>	<u>47-2031</u>	1200 hours	<u>Vocational Certificate</u>
<u>Commercial Vehicle Driving/Class A w/ Tanker Endorsement</u>	<u>53-7051</u>	320 hours	<u>Vocational Certificate</u>
<u>Commercial Vehicle Class B Driving</u>			
<u>Construction Vehicle Technician</u>	<u>47-2073/53-3033</u>	600 hours	<u>Vocational Certificate</u>
<u>Correctional Officer****</u>	<u>33-3012</u>	420 hours	<u>Vocational Certificate</u>
<u>Crossover from Correctional Officer to Law Enforcement</u>	<u>33-3051</u>	489 hours	<u>Vocational Certificate</u>

<u>Crossover from Law Enforcement to Corrections</u>	<u>33-3014</u>		172 hours	Vocational Certificate
	<u>49-3031</u>		1050 hours	Vocational Certificate
Diesel Systems Technician I		49-3031	750 hours	Vocational Certificate
<u>Diesel Systems Technician II</u>				
<u>Drafting</u>	17-3011		1500 hours	Vocational Certificate
<u>Electrician</u>	47-2111		1500 hours	Vocational Certificate
<u>Heavy Equipment Operations Technician</u>	47-2073		1200 hours	Vocational Certificate
<u>Florida Law Enforcement Academy</u>	33-3051		770 hours	Vocational Certificate
<u>Graphic Design/Digital Media/Multimedia Design</u>	27-1014		1050	Vocational Certificate
<u>Medical Administrative Specialist</u>	43-1011		1050 hours	Vocational Certificate
<u>Network Support Services</u>	15-1142		1050 hours	Vocational Certificate
<u>Network Systems Administration</u>	15-1142		1050 hours	Vocational Certificate
<u>Patient Care Technician</u>	29-2099		600 clock hours	Vocational Certificate
<u>Phlebotomy</u>	31-9097		165 hours	Vocational Certificate
<u>Practical Nursing</u>	29-2061		1350 hours	Vocational Certificate
<u>Welding Technology</u>	51-4121		1050 hours	Vocational Certificate
<u>Welding Technology Advanced</u>	51-4121		750 hours	Vocational Certificate
<u>Florida Deputy Sheriff's Association, 2617 Mahan Drive, Tallahassee, FL 323094 (850) 877-2165</u>				
Florida Law Enforcement Academy - Registered Apprenticeship	33-3051		410 Classroom hours plus supplemental instruction	Vocational Certificate Completion of Apprenticeship Certificate
<u>FleetForce Trucking at Northwest Florida State College, 100 College Blvd. E., Niceville, FL 342578 (850) 772-4235</u>				
Commercial Vehicle Driving/Class ACDL	<u>49-0205</u>		160 hours	Vocational Certificate
Commercial Vehicle Driving/Class BCDL	<u>49-0205</u>		40 hours	Vocational Certificate
<u>Gulf Coast State College, 5230 W. Highway 98, Panama City, FL 32401 (850) 769-1551</u>				
LPN to ADN Transition	<u>29-1141</u>		73 credit hour	A.S. Degree in Nursing
<u>Lively Technical Center, 500 N. Appleyard Drive, Tallahassee, FL 32308 (850) 487-7555</u>				
Medical Assisting	31-9092		765 hours	Vocational Certificate
Nursing Assistant	31-1131		165 hours	Vocational Certificate
Patient Care Technician	31-1014		600 hours	Vocational Certificate
Phlebotomy	31-9097		165 hours	Vocational Certificate
Practical Nursing	29-2061		1350 hours	Vocational Certificate
Welding Technology	51-4121		1050 hours	Vocational Certificate
Welding Technology Advanced	51-4121		750 hours	Vocational Certificate
<u>Tampa Truck Driving School, 6193 Jensen Road, Tampa, FL (813) 405-0055</u>				
Commercial Vehicle Driving	49-0205		165 hours	Vocational Certificate
<u>Wallace College, 1141 Wallace Drive, Dothan, AL 36303 (334) 566-68233</u>				
Air Conditioning & Refrigeration	49-9021		1530 hours	Vocational Certificate
Applied Engineering Technology (Industrial Systems Tech)	49-9041		1455 hours	Vocational Certificate
Certified Nursing Assistant	31-1131		94 hours	Vocational Certificate
Dental Assistant	31-9091		158 hours	Vocational Certificate

Pre-Apprentice Electrical Lineworker	49-9051		280 hours	Vocational Certificate
LPN to RN Mobility (Associate Degree Nursing)	29-1141		1050 hours	Vocational Certificate
Welding Industrial	51-4121		144 hours	Vocational Certificate

Approved Training Providers/Programs in Contiguous Regions are Approved on Individual Basis

CAREERSOURCE CHIPOLA PROGRAM YEAR (PY) 2024-2025
TARGETED OCCUPATIONS LIST/ELIGIBLE TRAINING PROVIDERS

BOARD ACTION REQUIRED

Background:

The Workforce Innovation and Opportunity Act (WIOA) requires the Governor, through CareerSource Florida, to establish criteria, information requirements, and procedures regarding the eligibility of providers of training services to receive funds under WIOA for the provision of training services in local workforce areas of the State. CareerSource Chipola's (CSC's) Demand/Targeted Occupations List is developed in conjunction with the local area educational agencies and employers to meet this requirement. This list is used to identify occupations for which eligible adults, dislocated workers, and youth can receive training funds and gain access to employment opportunities. The list is considered a beginning point for established demand occupations. Based on guidelines, CareerSource Chipola customers can also select occupations listed on the state issued 2024-2025 Regional Demand Occupations List which includes occupations statewide.

In late Spring each year, the Targeted Occupations List is issued by FloridaCommerce and the list indicates occupations that were added to the list and those that were dropped from the list compared to the previous year. Due to time constraints between the issuance of the information and the amount of time to review and prepare the new list, the Board approved the continued use of the PY 2023-2024 until the updated list could be completed. The process is finished and therefore, the staff is requesting to use the PY 2024-2025 moving forward.

Staff Recommendation: Approve the continued use of 2024-2025 Targeted Occupations List.

Action Required by Board: Approve the 2024-2025 Targeted Occupations List for use by staff.