

February 28, 2018



Notes from the Environmental Workforce Professional Learning Community (PLC)—Cycle 18, Session 4

This series of bi-weekly phone calls examines effective Environmental Workforce Development and Job Training (EWDJT) strategies from experienced grantees. PLC calls share ideas among successful grantees and prepare interested organizations for the next EPA Request for Proposals. Calls will be a mix of open discussion, workforce development news, resources, and presentations from current grantees.

- Topics:
1. News from Washington and HMTRI
 2. Questions from PLC members
 3. Florida State College at Jacksonville, Jacksonville, FL- Janet Jefferson Hastings
 4. Meetings of interest
 5. Funding opportunities
 6. EPA Regional Job Training Coordinators
 7. Tune into upcoming PLC calls
 8. Attachment – Registration for the 2018 All Grantee Meeting and Workshop

1. NEWS FROM WASHINGTON AND HMTRI

The long wait. Review of FY18 Environmental workforce applications continues. Keep your partners informed as those noted in the application may be contacted by evaluators. For those who submitted EWDJT applications, keep your team together. For those thinking of submitting an application next fall, begin organizing your environmental workforce development team.

2018 Annual All-Grantee Meeting and Workshop – August 8th and 9th

PLC members are invited along with current and alumni EWDJT grantees to this special workshop. EPA headquarters, regional job training coordinators, grantees, PLC members and special guests will be networking in small groups. Hotel and working meals are provided (participants must cover travel and dinner expenses). **See registration and information attached to these post session notes.** Send any questions and suggestions you may have to Heather at hkballou@eicc.edu or 563-441-4093.

2. QUESTIONS FROM PLC MEMBERS

If you have questions you would like addressed, send it to Heather Ballou at hkballou@eicc.edu.

Are the purchase of tablets used to replace textbooks and instructional materials an allowable cost under the EWDJT grant?

Yes. Today's guest Florida State College at Jacksonville became a trailblazer in 2011 by demonstrating to EPA that digital delivery is less expensive and more effective than training with print materials. Today Janet Jefferson Hastings reviewed the many benefits associated with using tablets including instruction, communication, placement and graduate tracking.

3. FLORIDA STATE COLLEGE AT JACKSONVILLE- JACKSONVILLE, FL.

Janet Jefferson Hastings -Program Coordinator

Many thanks to Janet, Wanda and James for your informative presentation.

Florida State College at Jacksonville (FSCJ) received their first EPA cooperative agreement under the ARRA Stimulus program in 2009. They have successfully competed again in 2011, 2013, 2015 and 2017 for good reason. FSCJ combines an excellent record of student retention and graduate placement with continuing program improvement. The 16 week EWDJT program provides students with 21 instructional modules and certifications utilizing 16gb Amazon Fire Tablets for less than the cost of printed instructional materials. Graduates retain their tablets for future training, job placement opportunities, program announcements, tracking and general communications. The Florida State College at Jacksonville training center is located in the urban core of Jacksonville, FL. (near the central bus station for local public transportation).

Target Recruitment Priorities

FSCJ is focusing on unemployed and underemployed individuals living in targeted urban areas throughout Jacksonville. Emphasis is placed on recruiting the following applicants:

- Ex-offenders
- Veterans
- Single mothers
- Homeless
- Low-income
- Minority
- Displaced workers

Key partners include

City of Jacksonville Division of Military Affairs
Veteran's and Disabled Services
FSCJ Foundation – provides a \$2,500 award to an outstanding graduate
CareerSource
Jacksonville Housing Authority
FSCJ Student Services
Florida Brownfields Association
City of Jacksonville
Goodwill Job Junction
The WorkSource
Several environmental and associated contractors
Local community-based organizations.

Training and Placement Goals

40-60 students per year

15-20 students per cohort – 2-3 cohorts per year

Previous placements range from 75- 85% placement

Alumni tracking and communication via email

Training Program

Each FSCJ cohort lasts 16 weeks - The core training program includes 277 hours of instruction with a **total of 21 state and federal certifications** offered. **Students receive tablets containing training, certification, and reference materials.**

Core Curriculum

OSHA 29 CFR 1910.120: 40-hour HAZWOPER;

Florida DEP Storm water, Erosion, Sedimentation Control Inspector

OSHA Disaster Site Worker

Environmental Sampling & Analysis

OSHA Construction Safety

OSHA General Industry Certification

OSHA Confined Space

OSHA Blood Bourne Pathogens

OSHA Maritime Industry

FEMA: National Incident Management System (NIMS) IS-00700.a Certificate

FEMA: Introduction to Incident Command System IS100 Certificate

EPA 24 Hr. Hazardous Material Technician

Collections and Waste Water Training

Asbestos Worker Certification

EPA Lead Renovator, Repair & Paint (RRP)

American Red Cross First Aid, CPR&AED

Integrated pest management

Environmental justice overview

Underground storage tanks (LUST)

Green technology: Urban agriculture

Training Delivery

Florida State College at Jacksonville (using adjunct faculty) has developed instructional modules and reference materials currently delivered with Fire 7 16 GB -- 7 inch Tablets. Over the years FSCJ started with the “Nook” tablet and then the “Galaxy S4”. Currently they use the “Amazon Fire 7”. Tablets are Wi-Fi enabled and work well with FEMA online materials and “WISER”. [WISER](#) is a United States National Library of Medicine system designed to assist emergency responders in hazardous material incidents. **WISER** provides a wide range of information on hazardous materials.

Content and reference materials are delivered primarily via pdf format and email for communications. On completion of the program, graduates keep their tablets for communications, EWDJT news, updated reference materials and tracking. Devices are not insured. The program keeps extras (just in case) for instructors and staff (loss rates do not justify insurance).

Student Services and Retention

Florida State College at Jacksonville has an excellent retention rate. High retention rates may be attributed to the following opportunities:

1. Veterans are able to receive benefits from local Veterans organizations including the City of Jacksonville Division of Military Affairs and Veteran's Disabled Services.
2. The Florida State College Jacksonville Foundation provides incentive awards to outstanding EWDJT program graduates.
3. FSCJ Student Services offers full support to EWDJT program participants.
4. In addition to college services, the FSCJ works with the WIB leveraging benefits available to qualifying EWDJT participants.
5. An articulation agreement with FSCJ provides college credit in their environmental AA program.
6. Motivational and life skills discussions are inserted into the curriculum. This approach breaks up technical discussions and provides a foundation for retention and placement.
7. Tablets facilitate enhanced communications and interaction among program participants.

Student Recruitment, Application, and Screening

The Florida State EWDJT program recruits inner city unemployed and disadvantaged residents. An intensive screening process is used including many opportunities for "face to face" interaction. As part of the pre-application orientation, prerequisites, screening and participant expectations are discussed. Drug and behavior policies are also integrated into student recruitment.

Participant Prerequisites

- Applicants must be unemployed or under employed
- 18 years of age or older
- Have a high school diploma or high school equivalency certification
- Consent to a criminal background check (for nonsexual and nonviolent crimes)
- Medical screening for SCBA, physically fit and able to lift at least 30 pounds
- Able to work in confined areas (not claustrophobic)
- Must consent to a drug urinalysis test - On the spot drug testing of serious applicants
- A driver's license is required - applicants must be willing to travel out of state
- Take the Test for Adult Basic Education (TABE). A TABE at the 9th grade level in math and reading is desirable but not a requirement. Applicants who do not pass the TABE, may attend remedial education and reapply for future classes.

Additional applicant screening

1. Applicants must fill out a detailed, lengthy application. Those not interested are filtered quickly
2. Orientation for potential applicants including a scheduled interview process with the Environmental Training Team
3. All applicants have “one on one” – face to face personal interviews
4. Final selection is based on applicant motivation and staff consensus of success in the program

Job Placement

Florida State College at Jacksonville has a 75-85% rate. Tablets are used to send out “email blasts” to students and graduates regarding job opportunities and open position announcements.

Florida State College at Jacksonville has a relationship with the Florida Brownfields Association. In the past, graduates have been sent to the annual conference for introductions and discussions with potential employers. Participation in job fairs, placement services provided by the WIB and an active advisory board provide additional job opportunities. Job leads and announcements are sent to program participants and graduates via email and social media.

Lessons learned

-In order to be successful, it is important to “over deliver” goals and objectives of the proposed project. New and prospective EWDJT grantees need to collaborate closely with grant writers to insure program managers can deliver and exceed expectations set forth in the grant application.

-When a program considers using tablets to deliver instruction, it is important that instructors are willing and able to supplement existing digital materials with original content.

Contact and additional information:

Janet would be happy to discuss their program including use of tablets for training delivery and communications.

Janet Jefferson Hastings

Program Coordinator
Environmental Workforce Development & Job Training Grant
Florida State College at Jacksonville
601 W. State Street
Jacksonville, FL 32202

janet.jeffersonhastings@fscj.edu

Phone: (904) 598-5646

4. MEETINGS OF INTEREST

Register Now for Central Appalachian Regional Brownfields Summit

April 10 – 11, 2018

Pulaski, Virginia

Registration for the [2018 Central Appalachian Regional Brownfields Summit](#) in Pulaski, Virginia on April 10-11 is now open! This is a great opportunity to learn from and about brownfield projects across the region and to connect with local, state, federal, and private sector experts in brownfields redevelopment. The conference will be held at the Jackson Park Inn, site of an innovative brownfield redevelopment. Space is limited, so register right away to reserve your spot!

For more information on the Summit, including the agenda, lodging information, and more, visit the [Conference website!](#)

5. FUNDING OPPORTUNITIES

Up to \$3 M in funding for locally-focused environmental education grants

EPA will award three to four grants in each of EPA's ten Regions, for no less than \$50,000 and no more than \$100,000 each, for a total of 30-35 grants nationwide. Proposals are due March 15, 2018. The Requests for Proposals is posted on www.grants.gov. In addition to other environmental topics, the 2018 EE Local Grant Program includes support for projects that reflect the intersection of environmental issues and agricultural best-practices, conservation of natural resources, food waste management, and natural disaster preparedness.

Funded projects are to increase public awareness of those topics and help participants to develop the skills needed to make informed decisions. "By recognizing locally-based learning and awareness opportunities, the Environmental Protection Agency is taking both a local and national leadership role in promoting sound agricultural conservation practices, environmental disaster preparedness, adequate food waste management and other important environmental best-practices," said Administrator Scott Pruitt. "Environmental education starts locally in our own backyards, classrooms and in the fields of farmers who work the land directly, and I'm proud to play a role in enhancing such learning opportunities."

Through this grant program, EPA intends to provide financial support for projects that design, demonstrate; and/or disseminate environmental education practices, methods, or techniques, as described in this notice, that will serve to increase environmental and conservation literacy, and encourage behavior that will benefit the environment in the local community in which they are located.

Since 1992, EPA has distributed between \$2 million and \$3.5 million in annual grant funding under this program, supporting more than 3700 grants.

Proposals are due by March 15, 2018. The full solicitation notices are posted at www.grants.gov and at <http://www.epa.gov/education/environmental-education-ee-grant-solicitation-notice>.

Find background on the EE Grants Program and resources for applicants at <http://www.epa.gov/education/environmental-education-ee-grants>.

6. EPA REGIONAL JOB TRAINING COORDINATORS

EPA Region 1 Danny Rodriguez	CT, ME, MA, NH, RI, VT	Phone: (617) 918-1060 E-mail: rodriguez.danny@epa.gov
EPA Region 2 Schenine Mitchell	NJ, NY, PR, VI	Phone: (212) 637-3283 E-mail: mitchell.schenine@epa.gov
EPA Region 3 Jeff Barnett	DE, DC, MD, PA, VA, WV	Phone: (215) 814-3246 E-mail: barnett.jeff@epa.gov
EPA Region 4 Bushra Jawaid	AL, FL, GA, KY, MS, NC, SC, TN	Phone: (404) 562-8569 E-mail: jawaid.bushra@epa.gov
EPA Region 5 Linda Morgan	IL, IN, MI, MN, OH, WI	Phone: (312) 886-4747 E-mail: morgan.linda@epa.gov
EPA Region 5 Craig Mankowski		Phone: (312) 886-9493 E-mail: mankowski.craig@epa.gov
EPA Region 6 Rita Ware	AR, LA, NM, OK, TX	Phone: (214) 665-6409 E-mail: ware.rita@epa.gov
EPA Region 7 Alma Moreno Lahm	IA, KS, MO, NE	Phone: (913) 551-7380 E-mail: moreno-lahm.alma@epa.gov
EPA Region 8 Christina Wilson	CO, MT, ND, SD, UT, WY	Phone: (303) 312-6706 E-mail: wilson.christina@epa.gov
EPA Region 9 Nova Blazej	AZ, CA, HI, NV, AS, GU	Phone: (415) 972-3846 E-mail: blazej.nova@epa.gov
EPA Region 9 Noemi Emeric-Ford		Phone: (213) 244-1821 E-mail: meric-ford.noemi@epa.gov
EPA Region 10 Robert Tan	AK, ID, OR, WA	Phone: (206) 553-2580 E-mail: tan.robert@epa.gov

7. UPCOMING PLC CALLS

Join our 30 minute discussion with EPA EWDJT grantees, alumni and new interested stakeholders.

PLCs give grantees a chance to highlight their programs and an opportunity for others to learn from their experience.

Email questions or to be placed on the PLC register send contact information to hkballou@eicc.edu.

Next PLC Session: March 14, 2018, 2:00 p.m. ET
319.527.3513, access code 550105#
Please call in five minutes early.

Upcoming PLC sessions:

<u>PLC</u>	<u>Date</u>
187	March 14
188	March 28
189	April 11
190	April 25
191	May 9
192	May 23

Feel free to invite a guest! Send your contact information to Heather Ballou at hkballou@eicc.edu.

Visit our [HMTRI Brownfields Toolbox](#) website for more information on Brownfields Environmental Workforce Development and Job Training programs. All [PLC session notes and recordings](#) are also located on the website. For those interested in providing content or suggestions, please contact Heather Ballou at hkballou@eicc.edu.

NOTE: The PLC brings together ideas and opinions of individuals interested in environmental workforce development and job training. Ideas and opinions are not those of EPA or its policy and should not be taken as official guidance.



8. REGISTRATION FOR THE 2018 ALL GRANTEE MEETING AND WORKSHOP

DATE: January 17, 2018

TO: Environmental Job Development and Training Grantees

FROM: Heather Ballou, HMTRI

RE: Annual Environmental Job Development All-Grantee Meeting



The Hazardous Materials Training and Research Institute (HMTRI), under a cooperative agreement with the U.S. Environmental Protection Agency, invite you to attend the **ANNUAL ENVIRONMENTAL JOB DEVELOPMENT ALL-GRANTEE MEETING** on August 8–9, 2018 (travel days August 7 and August 10) in Alexandria, Virginia. All grantees are strongly encouraged to attend. This meeting provides a unique opportunity to share a variety of approaches to Brownfields job training and development. The focus of the meeting is for grantees to exchange information and ideas with each other and with EPA Regional/Headquarters representatives. The goal of the meeting is to assist every grantee to develop their best possible job training program. By attending, you will have the opportunity to share:

1. Information that will include basic program component guidelines necessary for successful completion of your program, initiatives that support and interact with Brownfields activities, key measures and expectations, partnering, and related job development program issues;
2. Project plans and implementation strategies with other grant recipients and your EPA project officer; and
3. Information on available technical resources and technical assistance sources.

The meeting will be held **two FULL days**. Participants will be expected to attend the entire meeting, so please schedule your travel days on August 7 and August 10. HMTRI will pay lodging costs for people from out of town for three nights (Tuesday, Wednesday, and Thursday).

AGENDA DETAILS

The meeting will begin at 8:00 a.m. and adjourn approximately 5:00 p.m. each day. The agenda will consist of 2–4 tracks running concurrently, and large-group sessions. It is helpful when at least two representatives from each program attend as a team in order to take advantage of the concurrent sessions and networking that will take place at the meeting.

All sessions will be informal, and you will be encouraged to participate in all discussions. If you have a question on a particular topic or want to share a best practice, please bring that with you. A draft agenda will be emailed to you before the meeting.

COST

There is no fee to attend. Participants from out of town will have their lodging paid for three nights (Tuesday, Wednesday, and Thursday) through the master contract we have set up with the Crowne Plaza Old Town Alexandria.

MEETING DETAILS AND HOTEL INFORMATION

WHEN

Wednesday, August 8, 2018 | 8:00 a.m.–5:00 p.m.
Continental breakfast, working lunch, and breaks will be provided.
Thursday, August 9, 2018 | 8:00 a.m.–5:00 p.m.
Continental breakfast, working lunch, and breaks will be provided.

CASUAL DRESS IS REQUIRED!

WHERE

Crowne Plaza Old Town Alexandria, 901 N. Fairfax Street, Alexandria, VA 22314
Reservations phone number: 1.877.317.5752
Reservation deadline: **MONDAY, JULY 9, 2018 ***

A block of rooms has been reserved at the Crowne Plaza Old Town Alexandria. HMTRI will pay lodging costs for people from out of town for three nights (Tuesday, Wednesday, and Thursday, August 7–9. You are responsible for making your own hotel reservations. Call the reservations number listed above and identify yourself as being with the **HMTRI BROWNFIELDS ALL-GRANTEE MEETING 2018** to be put in the reserved block of rooms at the group rate of \$119 per night. You can also [book your reservation online](#). As part of this year's contract, all sleeping rooms will have complimentary Internet access.

The deadline for making reservations is **MONDAY, JULY 9.*** After that date, any remaining rooms will be released for general sale and will be handled on a space availability basis at a higher rate. The hotel will ask for your credit card number when you call to make your reservation only to confirm your lodging and to pay for incidentals. The hotel must be notified of any cancellations 72 hours prior to your arrival date. **Charges incurred for rooms not canceled within this time constraint will be billed to your credit card.**

* Reservations made after the deadline may receive a higher rate. You will be responsible for paying the difference between the group rate and the higher rate.

NOTE: Space is limited. Please register for the meeting and make your hotel reservations **NOW** to avoid problems later. ***It is much easier to cancel a hotel reservation than it is to get one at the last minute!***

HOW TO REGISTER

Please send me an email at hkballou@eicc.edu and include:

Your name, organization, address, city/state/zip, phone, fax, and the name of the job training program you are representing or indicate that you are a PLC member. A registration form is also included with this letter that you can fax or email. Emailed registrations are preferred. The registration deadline is **MONDAY, JULY 9.**

The effectiveness of this meeting depends on the participation of EPA regional project officers and a representative from each Job Training program. **You are strongly encouraged to attend.** If you have any questions, please contact me at 563.441.4093 or by email at hkballou@eicc.edu; or contact your Regional EPA Brownfields Project Officer.

Thank you. I hope to see you in August!



REGISTRATION FORM

ANNUAL ENVIRONMENTAL JOB DEVELOPMENT ALL-GRANTEE MEETING

August 8-9, 2018
Alexandria, Virginia

(PLEASE COPY THIS FORM FOR MULTIPLE REGISTRATIONS)

Name: _____

Organization: _____

Address: _____

City/State/ZIP: _____

Phone: _____

Fax: _____

Email: _____

Name of Job Training Program you are representing or if you are a PLC member:

If you are unable to register through email,
please fax this registration

BEFORE July 9, 2018

to:

Heather Ballou
563.441.4080 fax

