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**FLORIDA DEPARTMENT of
ECONOMIC OPPORTUNITY**

MEMORANDUM

DATE: August 20, 2012

TO: Regional Workforce Board Executive Directors 

FROM: Lois A. Scott, Program Manager, Workforce Program Support

SUBJECT: Fall Migrant and Seasonal Farmworker (MSFW) Outreach Program Training

In collaboration with the Florida Department of Education's Farmworker Jobs and Education Program's (FJEP) Annual Staff Development training, the Department of Economic Opportunity (DEO) will provide onsite training to the MSFW significant Regional Workforce Boards (RWBs). Training for the MSFW Outreach Program will be provided in Tampa on September 27, 2012 through September 28, 2012. A joint session will be held on September 27, with FJEP staff at the Embassy Suites in Brandon, FL. On September 28, DEO will break away from the FJEP training and will host its own training session at the Workforce Tampa Career Center.

The MSFW significant RWB may register staff to attend the two-day training session by filling out the enclosed MSFW Training Registration Form and returning it to Erica.Mott@deo.myflorida.com. Once registered, staff will receive instructions for online registration for the FJEP training. Each training room is limited in size. Therefore, we ask that you limit the number of staff to three per RWB. If the region wishes to send more than the limit suggested, indicate this information on the MSFW Training Registration Form. Any seats not used will be turned over to the regions requesting to send additional staff. The training activities and materials are geared towards outreach workers, managers and front-line staff that come in contact with MSFWs. Training is focused on MSFW significant RWBs, however any RWB is welcome to send staff.

If you have any questions regarding this memorandum, please contact Marisela Ruiz at (850) 921-3207 or via e-mail at Marisela.Ruiz@deo.myflorida.com.

LAS/omr

Attachment: [MSFW Training Registration Form Fall 2012](#)

cc: Tom Clendenning
James L. Finch