MEMORANDUM

DATE: January 29, 2016
TO: Local Workforce Development Area (LWDA) Executive Directors
FROM: Lois A. Scott, Chief, Bureau of One-Stop and Program Support
SUBJECT: Employ Florida Marketplace (EFM) Training

In response to requests received from several LWDA managers, the Florida Department of Economic Opportunity (DEO) and Geographic Solutions are partnering together to offer on-site training for registered LWDA managers. There are two trainings: one training is in Kissimmee, Florida February 17-18, 2016, and the other training will be in Tallahassee, Florida March 10-11th, 2016. The agenda focuses on providing managers a host of information. During the training attendees will:

- Receive an overview of the EFM system from a manager's point of view;
- Receive an overview of new features and enhancements in EFM; and
- Receive an overview of new modules in EFM: this includes the Customer Relationship Management module and the Document Management module.

To register for either training, please complete the registration form and send the registration form to Erica.Liem@deo.myflorida.com by February 12, 2016.

cc: Tom Clendenning
    Trina Travis
    Shila Salem
    James Finch
    Anita Richardson
    LWDA Training Coordinators