

### BOARD OF DIRECTORS MEETING AGENDA DEC. 9, 2021 • 1 – 3 P.M. ET

Join the meeting via Microsoft Teams
Audio only: 850-629-7293, Conference ID: 162 569 697#

**Chair's Welcome and Remarks** 

Stephanie Smith

Mission Moment — Pathways to Career Opportunities Grant

Susan Bosse Lynn Peoples, Ph.D., RN Co-Founder, TruMont Nina Perez, MSN, RN Co-Founder, TruMont

**Strategic Policy and Performance Council Report** 

Sophia Eccleston

**Consent Agenda** 

Stephanie Smith

- 1. Sept. 15, 2021, Board Meeting Minutes
- 2. CareerSource Florida Strategic Policies
  - a. Apprenticeship
  - b. Board Governance and Leadership
  - c. CareerSource Florida Board of Directors Conflict of Interest Disclosure
  - d. CareerSource Florida Ethics and Transparency
  - e. Florida Workforce System Statewide Brand
  - f. Incumbent Worker Training Program
  - g. Sector Strategies
  - h. State Workforce Development Board Roles and Responsibilities
- 3. Florida Department of Children and Families Designee

**President's Report** 

Michelle Dennard

**Department of Economic Opportunity Update** 

**Dane Eagle** Secretary

**Action Item** 

1. CareerSource Florida Strategic Policy

Dan McGrew

a. Comprehensive Employment, Education and Training

**Credentials Review Committee Update** 

Andra Cornelius, CEcD

Bill Johnson

**Get There Faster WIOA Competitive Grants** 

**Andrew Collins** 

**Local Partners Report** 

**Finance Council Report** 

Stacy Campbell-Domineck

President, Florida Workforce Development Association President and CEO, CareerSource Polk

**Open Discussion/Public Comment** 

Chair's Closing Remarks

Stephanie Smith

**UPCOMING MEETINGS** 

Board and Council Meetings – February 16-17, virtual

Information Items

CareerSource Florida
Board of Directors Meeting
Dec. 9, 2021

Consent Item 1

Approved\_\_\_\_
Disapproved\_\_\_\_

# **Consent Item 1**

### **SEPTEMBER 2021 BOARD MEETING MINUTES**

In accordance with Article VII, Section 7.3 of the approved bylaws, the corporation is required to keep correct and complete books and records of accounts and shall keep minutes on the proceedings of the board of directors.

### FOR CONSIDERATION

Approval of September 2021 Board Meeting Minutes, to include any modifications or changes noted by the board.

# CareerSource Florida Board of Directors Meeting Minutes September 15, 2021

#### I. Call to Order

Chair Stephanie Smith called to order the regular meeting of the board at 9 a.m. on September 15, 2021, at Rosen Shingle Creek in Orlando, Florida.

### II. Roll Call

Lisa Cramer conducted a roll call. The following members were present:

Jennifer O'Flannery Anderson

Senator Loranne Ausley

Brittany Birken

Tim Center

Eric Hall

Duane De Freese

Robert Doyle

Adrienne Johnston for Dane Eagle

Sophia Eccleston

Allison Flannigan

Shevaun Harris

Bill Johnson

Allison Kinney

Henry Mack

Rick Matthews

Jonathon Miller

Bryan Nelson

Samuel Robbin

Patsy Sanchez

Stephanie Smith

Emmanuel Tormes

### **III.** Mission Moment

Marci Murphy, president of CareerSource Brevard, Ed Mando, instructor at Eastern Florida State College, and Lloyd Gregg, vice president and general manager for Spaceflight Support Services ASRC Federal and CareerSource Brevard chairman, presented on innovative aerospace career pathways.

### III. Consent Agenda

# 1. Designation of Adrienne Johnston to Serve as a Proxy for Florida Department of Economic Opportunity Secretary Dane Eagle

Motion: Jonathon Miller Second: Tim Center

### 2. June 9, 2021, Board Meeting Minutes

Chair Smith called for a vote to approve the Consent Agenda.

Motion: Tim Center Second: Brittany Birken

The Consent Agenda passed unanimously.

### 3. President's Report

President Dennard provided updates on:

- The CareerSource Florida Professional Team engagements:
  - Florida Chamber Foundation Prosperity Summit
  - National Space Club event
  - o Florida Talent Development Council
  - o Florida Credentials Review Committee
- The 2021-2022 Workforce System Outlook
  - Serving businesses and job seekers
  - o Integrated Insights' brand research
- The CareerSource Florida Board Priorities
  - Get There Faster WIOA Competitive Grants
  - The Florida CLIFF Dashboard tool
  - o Apprenticeship Standards Builder
  - o Communications outreach partnership
- The CareerSource Florida Professional Workforce Excellence Award

#### VI. Action Items

### 1. Strategic Policy - Availability of Services to Floridians

Chair Smith called for a vote to approve the Action Item.

Motion: Tim Center

Second: Sophia Eccleston

The Action Item passed unanimously.

### 2. Credential Review Committee Appointments

Chair Smith called for a vote to approve the Action Item.

Motion: Eric Hall

Second: Jonathon Miller

The Action Item passed unanimously.

### VII. Florida Economic Update

Adrienne Johnston, deputy secretary for the Division of Workforce Services, at DEO provided an overview of key economic and employment indicators.

### VIII. Reimagining Education and Career Help (REACH) Act:

Statewide implementation updates were provided by the following leaders:

- Michelle Dennard, president and CEO, CareerSource Florida
- Katie Crofoot, director of the REACH Office, Executive Office of the Governor
- Secretary Eagle
- Eric Hall, senior chancellor, Florida Department of Education
- Shevaun Harris, secretary, Florida Department of Children and Families

The following local workforce development board leaders discussed local perspectives on implementation of the new law:

- Brian Bauer, CEO, CareerSource Research Coast
- Kim Bodine, executive director, CareerSource Gulf Coast
- Julia Dattolo, president and CEO, CareerSource Palm Beach County
- Pam Nabors, president and CEO, CareerSource Central Florida

### X. Local Partners Report

Stacy Campbell-Domineck, president of the Florida Workforce Development Association and president and CEO of CareerSource Polk, presented an update on behalf of Florida's 24 local workforce development boards.

### XI. Open Discussion/Public Comment

Chair Smith opened the floor to any board members or members of the public wishing to comment on board business or other topics.

### XII. Adjournment

Chair Smith adjourned the meeting at 11:57 a.m.

### XIII. BOARD SECRETARY CERTIFICATION

In accordance with Article VII, Section 7.3, I hereby certify these minutes reflect the proceedings by the Board of Directors of CareerSource Florida, have been reviewed by the Board, and approved or approved with modifications which have been incorporated herein.

Michelle Dennard	Date	
Board Secretary		

CareerSource Florida Board of Directors Meeting December 9, 2021

**Consent Item 2** 

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Approved	
Disapproved	
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## **Consent Item 2**

### PERIODIC REVIEW OF CAREERSOURCE FLORIDA STRATEGIC POLICIES

CareerSource Florida Strategic Policy 2021.06.09.A.1 Statewide Workforce Development Board Policymaking Authority and Delegation requires the CareerSource Florida professional team to conduct a periodic review of CareerSource Florida policies to determine their effectiveness and efficiency and to make recommendations to the CareerSource Florida Board of Directors for the revision or recission of policies as necessary.

For retention, strategic policies must focus on strategy or existing initiatives. When significant changes are made to applicable legal standards, such as federal, state or administrative law, CareerSource Florida and the Department of Economic Opportunity determine if revision or elimination of these policies requires approval by the state workforce development board.

The CareerSource Florida Professional team reviewed and revised the policies below to align with existing state and federal law including the Reimagining Education and Career Help (REACH) Act and board-led initiatives:

- Apprenticeship Policy
- Board Governance and Leadership
- CareerSource Florida Board of Directors Conflict of Interest Disclosure
- CareerSource Florida Ethics and Transparency
- Florida Workforce System Statewide Brand
- Incumbent Worker Training Program
- Sector Strategies
- State Workforce Development Board Roles and Responsibilities

### FOR CONSIDERATION

 Approve revisions to eight (8) updated CareerSource Florida strategic policies.



### **Strategic Policies Summary**

<u>CareerSource Florida Strategic Policy 2021.06.09.A.1: Statewide Workforce Development Board Policymaking Authority and Delegation</u> requires the CareerSource Florida professional team to conduct a periodic review of CareerSource Florida policies to determine their effectiveness and efficiency and to make recommendations to the CareerSource Florida Board of Directors for the revision or recission of policies, as necessary.

The CareerSource Florida professional team has conducted a policy review and revised the following strategic policies to align with existing state and federal law, including the Reimagining Education and Career Help (REACH) Act, and board led-initiatives:

**Apprenticeship** – This policy was edited to comply with the REACH Act and to include specific references to the Governor's Executive Order 19-31. References to Industry Recognized Apprenticeship Programs (IRAPs) were removed; a section on pre-apprenticeships was added; and references in the Background section were revised to be employer focused.

**Board Governance and Leadership** – No substantive changes were made to this recent CareerSource Florida policy. However, references to recent administrative policies and revised strategic policies were included.

CareerSource Florida Board of Directors Conflict of Interest Disclosure – This policy was edited to comply with the REACH Act and remove references to the CareerSource Florida General Counsel, whose role in this policy is replaced by the CareerSource Florida Ethics Officer. Reference to the online electronic form that is now used, instead of paper forms, was included.

CareerSource Florida Ethics and Transparency – This policy was edited to comply with the REACH Act. New requirements for local workforce development boards for financial, contract, budget, employee compensation and IRS form 990 disclosures were added.

**Florida Workforce System Statewide Brand** – This policy was updated to include references to American Job Center requirements. Historical narrative on the branding initiative was removed and links to current branding support items were added.

**Incumbent Worker Training Program** – This policy was updated to comply with the REACH Act and incorporate new criteria for the Incumbent Worker Training program.

**Sector Strategies Policy** – This policy was updated to comply with the REACH Act and remove historical elements. References to career pathways and Labor Market Estimating Conference were added.

**State Workforce Development Board Roles and Responsibilities** – This policy was revised to include references to the CareerSource Florida Policy Development Framework and the creation of the Credentials Review Committee, per the REACH Act.



2019.02.13.A.1

Title:	Apprenticeship
Adopted:	02/13/2019
Effective:	

### I. PURPOSE AND SCOPE

The Workforce Innovation and Opportunity Act (WIOA) clearly establishes apprenticeship as an effective approach for meeting the workforce investment needs of area employers while simultaneously building and defining career pathways for individuals. This Apprenticeship Policy defines CareerSource Florida's vision for apprenticeships. Apprenticeship expansion presents opportunities for innovation of this time-tested and trusted method of skills development. Through this policy, the CareerSource Florida Board supports and encourages the continued expansion of apprenticeship opportunities in Florida for both businesses and individuals, consistent with Executive Order 19-31.

### II. BACKGROUND

Apprenticeships combine rigorous, high-quality education with on-the-job training and other services that:

- Provide employer-driven, mentor-delivered, industry-specific knowledge to build talent that meets the specific needs of Florida businesses.
- Enable employers to ensure a talent pipeline by leveraging existing talent to mentor the next generation through paid earn-and-learn apprenticeships.
- Align with the skill needs of employers in critical demand sectors such as construction, healthcare, information technology, advanced manufacturing, and financial services, among others.

- Empower small employers to participate in industry-specific occupational training that might not otherwise be affordable.
- Include support services for apprentices to complete the occupational training requirements of their apprenticeship employer to earn a credential that signifies skill gains, educational achievement, and advancement of career goals.
- Provide opportunities to job seekers with barriers to employment and for underrepresented populations including women, veterans, ex-offenders, minorities, individuals with disabilities, youth, and young adults.

### **Pre-Apprenticeships**

Pre-apprenticeship programs provide instruction and/or training to increase math, literacy, and other vocational and pre-vocational skills needed to enter a registered apprenticeship program. A pre-apprenticeship program must have at least one registered apprenticeship partner and must include:

- Training and curriculum that aligns with the skill needs of employers in the economy of the state or region.
- Access to educational and career counseling, and other supportive services.
- Hands-on, meaningful learning activities that are connected to education and training activities, such as exploring career options and discovering how skills acquired through coursework can be applied to a future career.
- Opportunities to attain at least one industry-recognized credential; and
- A partnership with one or more registered apprenticeship programs that assist in placing individuals who complete the pre-apprenticeship into a registered apprenticeship program.

### **Apprenticeships**

Apprenticeships are custom-built occupational training programs developed for and approved by participating employers. A program sponsor is responsible for the administration of the apprenticeship program. The Florida Department of Education, Office of Apprenticeship, is responsible for the registration of apprenticeship occupational training standards. The department also has responsibility for assisting local education agencies in delivering pre-apprenticeship training programs for existing apprenticeship sponsors. The registered apprenticeship program and duties of the department are described in detail in Chapter 446, Florida Statutes, and Chapter 6A-23.001-011, Florida Administrative Code.

Registered apprenticeship programs are automatically eligible to be included on the Eligible Training Providers List (ETPL) and are exempt from state and local Eligible Training Provider eligibility requirements. Sponsors that indicate the apprenticeship is to be included on the list are added with minimal burden on the sponsor. Registered apprenticeship programs are maintained on the ETPL until:

- The sponsor notifies the state agency it no longer wants to be included on the list; or,
- The program becomes deregistered under the National Apprenticeship Act; or,
- The program is determined to have intentionally supplied inaccurate information; or,
- A determination is made that the program substantially violated any provision of WIOA Title I or the WIOA regulations, including 29 CFR part 38.

Registered apprenticeship programs are also exempt from ETPL performance reporting requirements in WIOA Sections 116(d)(4) and 122. However, registered apprenticeship programs may voluntarily report performance outcomes. <sup>1</sup>

Apprentices who successfully complete apprenticeship training graduate with a nationally recognized Completion of Apprenticeship Certificate issued by the Florida Department of Education that validates proficiency in the registered apprenticeship occupation. In addition, apprentices can earn third-party industry certifications.

### **Implementation**

CareerSource Florida Strategic Policy 2018.02.14.A.2: Sector Strategy defines the CareerSource Florida Board's strategic vision for effective sector strategies. Local workforce development boards are required to describe their approach to establishing, implementing and sustaining effective sector strategies, including apprenticeship expansion opportunities, in their local workforce development plans. Pursuant to that policy, and empowered through this Apprenticeship Policy, local workforce development boards should identify opportunities for new or expanded apprenticeships in all sectors. Local workforce development boards are encouraged to designate at least one apprenticeship point of contact trained to provide information and assistance in developing new or expanding existing apprenticeships.

The CareerSource Florida network supports apprenticeship programs with technical assistance, through grant funding opportunities, and by leveraging WIOA funding to support eligible participants. Local workforce development boards may use any allowable activities to support apprenticeships and pre-apprenticeships to supply the talent pipeline needed in their local areas.

This policy applies to CareerSource Florida, the Department of Economic Opportunity and all 24 local workforce development boards.

### III. AUTHORITY

Public Law 113-128, Workforce Innovation and Opportunity Act (2014)

Chapter 445.004, Florida Statutes

<sup>&</sup>lt;sup>1</sup> Training and Employment Guidance Letter No. 08-19, Attachment I, pages 1-3.

Chapter 446, Florida Statutes

Chapter 6A-23.001-011, Florida Administrative Code

Training and Employment Guidance Letter No. 13-16

Training and Employment Guidance Letter No. 8-19

29-CFR-29 - Labor Standards for The Registration of Apprenticeship Programs

29-CFR-30 - Equal Employment Opportunity in Apprenticeship

### IV. HISTORY

Date	Description
12/09/2021	Updated to reflect changes in workforce-related programs and services and comply with the 2021 Reimagining Education and Career Help (REACH) Act
02/13/2019	Approved by CareerSource Florida Board of Directors

### **V. ATTACHMENTS**

CareerSource Florida Administrative Policy Number 90: WIOA Eligible Training Provider List

CareerSource Florida Administrative Policy Number 009: On-the-Job Training Program

CareerSource Florida Administrative Policy Number 100: Work-Based Training

<u>CareerSource Florida Administrative Policy Number 074: Individual Training Account Expenditure Requirements and Waiver Request Process</u>

CareerSource Florida Strategic Policy 2018.02.14.A.2: Sector Strategy

Chapter 2021-164, Laws of Florida

Florida Executive Order 19-31

### VI. OTHER RESOURCES

- ApprenticeFlorida.com
- Apprenticeship.gov



2020.02.20.A.1

# **Strategic Policy**

Title:	Board Governance and Leadership
Adopted:	02/20/2020
Effective:	

#### I. PURPOSE AND SCOPE

Effective state and local workforce development board leadership must emphasize compliance with federal and state laws, clear expectations, ethical conduct, transparency, quality customer service, and strategic planning and decision-making. State and local workforce development boards shall ensure the workforce investment system provides economic opportunity for everyone who wants to work, find a better job, or improve their skills to succeed in the 21st century workforce.

### **High-Performing Local Workforce Development Boards**

Through this policy, the CareerSource Florida Board of Directors requires local workforce development boards to employ sound management practices and controls for the proper expenditure of funds and verification of program outcomes. Local workforce development boards shall place a strong emphasis on data-driven decisions and encourage board staff to employ proven measurement and improvement systems to evaluate performance.

Local workforce development boards will encourage discussion about key program improvements and outcomes, stressing the importance of communication within the organization. Each local workforce development board and its staff will understand key programmatic requirements and performance outcomes and how those data elements contribute to success.

### **Local Workforce Development Board Leadership**

The federal Workforce Innovation and Opportunity Act (WIOA) requires the chief local elected official (CLEO) in each local area to play an active role in both the strategic planning and ongoing operation of the local system. The CLEO is authorized to appoint the members of the local workforce development board in accordance with criteria established in Public Law 113-128,

Section 107, the Workforce Innovation and Opportunity Act, and Chapter 445.007, Florida Statutes.

Each local workforce development board shall elect a chair to direct the business of the board. Each local workforce development board may designate and direct the activities of standing committees to provide information and to assist the local workforce development board in carrying out activities described in Section, 107, WIOA. Such standing committees shall be chaired by members of the board and shall include other individuals appointed by the local workforce development board to have appropriate experience and expertise.

To effectively fulfill their responsibilities and expectations, local workforce development boards hire executive directors, presidents and/or chief executive officers to carry out the board-directed programmatic, financial and operational functions of the local workforce development board and one-stop career centers.

Agreements between the CLEO and the entities responsible for the local workforce development system will address how the local workforce development board functions and how administrative tasks will be carried out within the local area.

Executive directors, presidents, chief executive officers, chief operating officers and chief financial officers who represent a local workforce development board shall not personally contract with or otherwise represent more than one local workforce development board. Under extraordinary circumstances, local workforce development boards may request approval for a temporary exception to this prohibition from the state workforce development board and the Department of Economic Opportunity.

Both local workforce development board members and staff must maintain integrity, accountability and transparency in decisions and actions that earn and protect the public trust in compliance with CareerSource Florida Strategic Policy 2018.09.26.A.1: Ethics and Transparency. This includes taking all necessary steps to avoid the appearance of conflicts of interest.

### II. BACKGROUND

### **State Workforce Development Board**

The Governor of Florida establishes the state workforce development board to guide workforce development for the state of Florida and provide oversight and policy direction for talent development programs administered by CareerSource Florida, the Department of Economic Opportunity, and Florida's 24 local workforce development boards.

State board functions include, but are not limited to, those activities described in WIOA, Section 101(d), and Chapter 445.004, Florida Statutes, and guided by the CareerSource Florida Strategic Policy 2020.06.04.A.2: State Workforce Development Board Roles and Responsibilities.

### **Local Workforce Development Boards**

Authorized by WIOA, local workforce development boards oversee the design and delivery of locally customized job training programs and workforce development initiatives.

Local workforce development board functions include, but are not limited to, those activities described in WIOA, Sections 107 and 108.

Specific roles and responsibilities for CLEOs, fiscal agents, local workforce development boards, the chair of local workforce development boards, and the executive director representing the local workforce development board are described in CareerSource Florida Administrative Policy 110: Local Workforce Development Area and Board Governance.

### III. AUTHORITY

Public Law 113-128, Workforce Innovation and Opportunity Act (2014)

<u>20 CFR Part 679 – Statewide and Local Governance of the Workforce Development System</u> Under Title I of the Workforce Innovation and Opportunity Act

Training and Employment Guidance Letter No. 35-10

Chapter 445.003 – 445.007, Florida Statutes

Chapter 112, Florida Statutes

Chapter 119, Florida Statutes

Chapter 286, Florida Statutes

<u>CareerSource Florida Strategic Policy 2018.09.26.A.1: CareerSource Florida Ethics and Transparency</u>

<u>CareerSource Florida Strategic Policy 2020.06.04.A.2: State Workforce Development Board</u> Roles and Responsibilities

<u>CareerSource Florida Administrative Policy 110: Local Workforce Development Area and</u>
Board Governance

### IV. RESOURCES

WIOA Fact Sheet: Governance and Leadership



2017.05.17.C.2

# **Strategic Policy**

Title:	CareerSource Florida Board of Directors Conflict of Interest Disclosure
Adopted:	05/17/2017
Effective:	

### I. PURPOSE AND SCOPE

The CareerSource Florida Board of Directors is the state of Florida's workforce development board. The board promotes an ethical and transparent structure within CareerSource Florida, Inc., a public-private corporation. Board members are expected to safeguard their ability to make objective, fair and impartial decisions. Board members may not accept benefits when it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision, or to reward a past decision. Board members will not use the powers and resources of CareerSource Florida for personal benefit or for the benefit of immediate family members.

CareerSource Florida board members may be employed by companies with existing state contracts or may contract with CareerSource Florida subject to this Conflict-of-Interest Disclosure Policy and Florida Statutes. CareerSource Florida contracts are transparent and administered through processes designed to ensure fairness and accountability. CareerSource Florida contracts with board members, or with entities with which board members are involved, are approved when a quorum has been established and the contract is approved by two-thirds of the voting members present.

CareerSource Florida Board members who may have a conflict of interest relating to a CareerSource Florida contract or agreement are compelled to openly disclose a potential, real, or perceived conflict as soon as the issue arises. Board members must disclose conflicts of interest in writing or by electronic form to the CareerSource Florida professional team and its ethics officer prior to any board meeting in which business involving these interests will be discussed. Board members who could benefit financially from a transaction must abstain from discussion and voting on the corresponding contract.

CareerSource Florida board members are in a conflict of interest whenever they themselves, or members of their immediate family, place of employment, business partners or close personal associates may personally benefit either directly or indirectly, financially or otherwise, from their position on the CareerSource Florida Board of Directors. For the purpose of this policy, "immediate family" is defined as parents, stepparents, spouses or domestic partners, children, stepchildren, full or half siblings, inlaws, sibling in-laws, grandparents, great-grandparents, step-great-grandparents, aunts, uncles, nieces, nephews, and grandchildren. Board members who may have a conflict of interest related to a CareerSource Florida contract or agreement are compelled to disclose the conflict and abstain from voting on decisions impacting the contract or agreement.

A conflict of interest may be real, potential, or perceived; the same duty to disclose applies to each. Full disclosure does not remove a conflict of interest. If a board member is not certain whether he or she is in a conflict-of-interest position, he/she may consult the CareerSource Florida ethics officer, who serves as the ethics and public records officer for the board.

All board members shall sign a hard copy or electronic acknowledgement of this policy to be filed with the CareerSource Florida professional team upon appointment to the CareerSource Florida Board of Directors.

This policy benefits CareerSource Florida board appointees by giving them the opportunity to disclose conflicts of interest and ensure the integrity of business before the board. This policy sends a strong message to those doing business with CareerSource Florida about the importance of ethics in operations and transparency in public meetings. This policy relates to the CareerSource Florida Board of Directors and the CareerSource Florida ethics officer, who helps board members identify potential conflicts of interest.

### II. BACKGROUND

As described in Chapter 445, Florida Statutes, state and federal funds provided to CareerSource Florida may not be used directly to pay for meals, food, or for travel for board members except as expressly authorized by state law. Any reimbursements shall be at the standard travel reimbursement rates established in section 112.061, Florida Statutes, and shall follow applicable federal and state requirements.

The CareerSource Florida Board of Directors is prohibited from expending state or federal funds for entertainment costs and recreational activities for board members and employees as these terms are defined by 2 CFR Part 230.

Members of the CareerSource Florida Board of Directors are subject to Chapters 119 and 286, Florida Statutes, and section 24, Article I of the Florida Constitution. CareerSource Florida board meetings, including committee meetings, are publicly noticed under the Sunshine Law and are open to the public. Meeting minutes are available for public access.

### III. AUTHORITY

Article I, Section 24, Florida Constitution

Chapter 112, Florida Statutes

Chapter 119, Florida Statutes

Chapter 286, Florida Statutes

Chapter 445.007, Florida Statutes

2, CFR Part 230

### IV. HISTORY

Date	Description	
12/09/2021	Updated to reflect changes to Chapter 445, Florida Statutes, and access	
	to online conflict of interest disclosure form.	
05/17/2017	Policy drafted by the CareerSource Florida Policy and Performance unit for review by the CareerSource Florida Strategic Policy & Performance	
	Council and the Board of Directors at the May 17, 2017, board meeting.	
	Oddrien and the board of birectors at the May 17, 2017, board meeting.	

### IV. ATTACHMENTS

<u>CareerSource Florida Board of Directors Acknowledgement and Conflict of Interest</u>
Disclosure Statement



2018.09.26.A.1

# Strategic Policy

Title:	CareerSource Florida Ethics and Transparency
Adopted:	09/26/2018
Effective:	

### I. PURPOSE AND SCOPE

To effectively fulfill the mission of the CareerSource Florida network, volunteer board leaders and workforce professionals statewide must ensure business is conducted with the highest level of integrity. This CareerSource Florida Board of Directors policy communicates expectations about ethics and transparency in Florida's workforce system to maintain integrity, accountability and transparency in decisions and actions that earn and protect the public trust. Florida's workforce development system consists of CareerSource Florida, which provides policy oversight; the Florida Department of Economic Opportunity, the administrative entity for state workforce programs; and 24 local workforce development boards, to include the chief elected officials and boards of directors, as well as the career centers they direct.

At every level of the workforce development system, there must be a unified commitment to conduct work in a manner that is business-driven, results-oriented, focused on continuous improvement, and assures accountability to public and private stakeholders including businesses, workers, job seekers, and taxpayers.

State and local workforce development boards must conduct business in an open manner, comply with federal and state laws, and ensure the public has electronic or simplified access to information including but not limited to:

- Information about state and local plans;
- Professional employment of workforce development board members;
- Selection of one-stop operators;
- Awards of grants or contracts to eligible training providers of workforce investment activities;

- Minutes of formal meetings of workforce development boards; and,
- · Workforce development board bylaws.

State and local workforce development boards are required to create and enforce policies about the importance of ethics in operations and transparency in public meetings. Boards must ensure these policies align with federal and state laws and communicate clear expectations to board members, their designees, employees and other stakeholders.

### II. REGULATORY EXPECTATIONS FOR ETHICS AND TRANSPARENCY

Chapter 445, Florida Statutes, creates the Florida workforce development system and implements Public Law 113-128, the Workforce Innovation and Opportunity Act (WIOA) of 2014. CareerSource Florida, Inc., is a not-for-profit corporation that operates at the direction of the state board. The CareerSource Florida Board of Directors, which serves as the state workforce development board, is created to design and implement strategies that help Floridians enter, remain and advance in the workplace so they may become more highly skilled and successful, benefiting these Floridians, Florida businesses and the entire state, and fostering development of the state's business climate.

CareerSource Florida, Inc., operates in the most open and accessible manner consistent with its public purpose. The CareerSource Florida Board of Directors requires that the following laws, rules, and regulations, referenced and described below are included in local policies and guide organizational decisions and professional actions.

U.S. Department of Labor Employment and Training Administration Advisory System Training and Employment Guidance Letter No. 35-10 was issued on June 16, 2011. The guidance letter (TEGL 35-10) states that providing responsible stewardship for and oversight of publicly funded workforce programs must be accomplished in a way that demonstrates strong integrity, accountability and transparency to preserve the public trust. The responsibility for this stewardship and oversight is shared in the public workforce development system by federal, state and local entities.

Public Law 113-128, the Workforce Innovation and Opportunity Act, was signed into law on July 22, 2014. WIOA is designed to help job seekers access employment, education, training and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy. WIOA Section 107(e) and 20 CFR 679 require local workforce development boards to make certain information available to the public, on a regular basis through electronic means, open meetings and upon request. Additional measures may be taken by state and local policymakers to ensure such information is readily accessible to the public.

The Code of Ethics for Public Officers and Employees, adopted by the Florida Legislature as Chapter 112, Part III, Florida Statutes, contains standards of ethical conduct and disclosures applicable to public officers, employees, candidates, lobbyists, and others in state and local government. Workforce development board members and their designees are subject to the Code of Ethics for Public Officers and Employees.

CareerSource Florida, Inc., its board, councils and any advisory committees or similar groups created by CareerSource Florida, Inc., are subject to the provisions of Chapter 119 relating to public records, and to those provisions of Chapter 286 relating to public meetings (Chapter 445.004(1), Florida Statutes). Local workforce development boards are subject to Chapter 119, Florida Statutes and to Chapter 286, Florida Statutes. Local

workforce development boards also are subject to Section 24, Article I of the Florida Constitution, which describes Access to Public Records and Meetings.

Chapter 119, Florida Statutes, commonly known as Florida's Public Records Law, provides information on public records in Florida, including policies, definitions, exemptions, general information on records access, inspection, examination and duplication. It is the policy of the state of Florida that "all state, county, and municipal records are open for personal inspection and copying by any person. Providing access to public records is the duty of each agency" (Chapter 119.01, Florida Statutes). Included agencies are "public or private agencies, persons, partnerships, corporations or business entities acting on behalf of any public agency" (Chapter 119.011, Florida Statutes), "or other separate unit of government created or established by law" (Chapter 119.0701, Florida Statutes).

Chapter 286, Florida Statutes, also known as Florida's Sunshine Law, establishes a basic right of access to meetings of boards, commissions and other governing bodies of state and local governmental agencies or authorities. The law describes how boards conduct public meetings, how these meetings are noticed, who may attend, and how they may be accessed. This law also describes what records must be kept and made available to the public upon request.

### **FINANCIAL DISCLOSURES**

Each member of a local workforce development board who is not otherwise required to file a full and public disclosure of financial interests under Section 8, Article II of the state Constitution or Section 112.3144, Florida Statutes, shall file a statement of financial interests under Section 112.3145, Florida Statutes. The executive director or designated person responsible for the operational and administrative functions of the local board who is not otherwise required to file a full and public disclosure of financial interests under Section 8, Article II of the State Constitution or Section 112.3144, Florida Statutes, shall file a statement of financial interests under Section 112.3145, Florida Statutes.

Each local workforce development board's website must inform the public that each disclosure or statement has been filed with the Commission on Ethics and provide information about how each disclosure or statement may be reviewed. The notice to the public must remain on the website throughout the term of office or employment of the filer and until one year after the term on the local board or employment ends.

### **CONTRACT DISCLOSURES**

All contracts between a local board and a member of the local board; a relative, as defined in Section 112.3143(1)(c), Florida Statutes, of a local board member; an organization or individual represented on the local board; or an employee of the local board must be published on the local board's website within 10 days after approval by the local board. Such contracts must remain published on the website for at least one year after termination of the contract.

### **BUDGET DISCLOSURES**

Each local workforce development board shall develop a budget for the purpose of carrying out the duties of the local board, subject to the approval of the chief elected official. Each local board shall submit its annual budget for review by the Department of

Economic Opportunity no later than two weeks after the chair approves the budget. The local board shall publish the budget on its website within 10 days after approval by the department. The budget shall remain published on the website for the duration of the fiscal year for which it accounts for the expenditure of funds.

### **EMPLOYEE COMPENSATION DISCLOSURES**

Each local workforce development board shall annually, within 30 days after the end of the fiscal year, disclose to the department, in a manner determined by the department, the amount and nature of compensation paid to all executives, officers, directors, trustees, key employees, and the highest compensated employees, as defined for purposes of the Internal Revenue Service Form 990, Return of Organization Exempt from Income Tax, including salary, bonuses, present value of vested benefits including but not limited to retirement, accrued leave and paid time off, cashed-in leave, cash equivalents, severance pay, pension plan accruals and contributions, deferred compensation, real property gifts, and any other liability owed to such persons.

The disclosure must be accompanied by a written declaration, as provided for under Section 92.525(2), Florida Statutes, from the chief financial officer, or his or her designee, that he or she has read the foregoing document and the facts stated in it are true. Such information must also be published on the local board's website for a period of three years after it is first published.

### INTERNAL REVENUE SERVICE FORM 990 DISCLOSURE

Each local workforce development board shall annually publish its most recent Internal Revenue Service Form 990, Return of Organization Exempt from Income Tax, on its website. The form must be posted on the local board's website within 60 calendar days after it is filed with the Internal Revenue Service and shall remain posted for three years after it is filed.

CareerSource Florida and the Department of Economic Opportunity will collaborate with local workforce development boards to support best practices in organizational ethics and implementation of federal and state transparency requirements.

### III. AUTHORITIES

Training and Employment Guidance Letter No. 35-10

Public Law 113-128, the Workforce Innovation and Opportunity Act of 2014 (WIOA), Sections 106-110

<u>20 CFR Part 679—Statewide and Local Governance of the Workforce Development System Under Title I of the Workforce Innovation and Opportunity Act</u>

Chapter 445.003-445.007, Florida Statutes

Chapter 112, Florida Statutes

Chapter 119, Florida Statutes

### Chapter 286, Florida Statutes

<u>Department of Economic Opportunity-Local Workforce Development Board Grantee Subgrantee Agreement</u>

### IV. HISTORY

Date	Description
12/09/2021	Updated to reflect changes to Florida Statutes and requirements of the 2021 Reimagining Education and Career Help (REACH) Act
09/26/2018	Approved by CareerSource Florida Board of Directors



2013.05.22.A.3

# **Strategic Policy**

Title:	Florida Workforce System Statewide Brand
Adopted:	05/22/2013
Effective:	

### I. PURPOSE AND SCOPE

This policy establishes a statewide brand identity, including but not limited to a unified brand charter, nomenclature and logo for Florida's statewide workforce development system: CareerSource Florida, Inc., the state workforce board, the 24 local workforce development boards and the career centers they manage. A comprehensive, unified and aligned system of world-class services for job seekers, workers, employers and businesses is communicated through the nationally recognized CareerSource Florida brand.

This policy strengthens the identity of Florida's workforce development system and eliminates the potential for market confusion. Through a unified brand identity, Florida's workforce development system has greater statewide and national outreach influence. A comprehensive, unified and aligned system facilitates improved efficiency in Florida's workforce development system and increases awareness for job seekers, workers and employers of the career and business resources available to them. A comprehensive, unified and aligned workforce development system also complies with gubernatorial initiatives and legislation. The scope of the policy is limited to state and local workforce development board brands and ensures compliance with branding requirements for corporate offices, career centers, online tools and publications.

### II. BACKGROUND

Public Law 113-128, the federal Workforce Innovation and Opportunity Act (WIOA), was signed into law on July 22, 2014. Prior to the implementation of WIOA and updates to state statutes in 2012, the state workforce development board was named Workforce Florida, Inc., and the state's 24 local workforce development boards adopted a variety of names without consistency in nomenclature or common brand. In 2014, at the direction of the state board, Florida became the first state in the nation to adopt a unified statewide brand for its entire workforce development system to improve awareness and use of services. The unified brand is in alignment with the WIOA requirement that "the state board shall assist the Governor in the development and continuous improvement of the workforce development system in the state, including the development of strategies for providing effective outreach to and improved access for individuals and employers who could benefit from services provided through the workforce development system."

### III. POLICY

#### CareerSource Florida

The state workforce development board adopts a unified brand for the state board, all 24 local workforce development boards and local career centers. A brand charter, name and logo are established with "CareerSource Florida" as the single, statewide unified brand identity for Florida's workforce development system.

Each local workforce development board shall adopt a local brand by using "CareerSource" followed by a geographic locater or regional identifier. This local brand name will apply to both the board and the career centers they direct.

CareerSource Florida has 24 local logos. All boards will use the master brandmark and their local logo as prescribed in the CareerSource Florida <u>Brand Standards Manual</u> and <u>CareerSource Florida Brand Standards Brief</u>.

### **American Job Center Network**

The U.S. Department of Labor, in <u>Training and Employment Guidance Letter No. 36-11</u>, announced the American Job Center network national unifying brand. The websites for Florida's workforce investment board, local workforce development boards and the state's online job matching tool shall display the "a proud partner of the American Job Center network" logo in the footer of their homepages, as consistent with the CareerSource Florida Brand Standards Manual and the <u>American Job Center Graphics Style Toolkit for Media</u>. Both documents are available on the CareerSource Florida Online Brand Portal.

Local workforce development boards must display "proud partner of the American Job Center network" language on their websites, outreach materials, etc., as appropriate.

Procedures and policy for naming structure, nomenclature, brand standards, branded materials, signage, websites and the use of the Employ Florida statewide affiliate brand

are described in Florida Department of Economic Opportunity (DEO) Final Guidance (FG OSPS-80).

### IV. AUTHORITY

Training and Employment Guidance Letter No. 36-11

Regional Workforce Boards Accountability Act of 2012, Chapter 2012-29, Laws of Florida

Chapter 445.004, Florida Statutes

### V. HISTORY

Date	Description
12/09/2021	Updated for clarity and consistency with the CareerSource
	Florida Brand Standards Brief and American Job Center –
	Graphics Toolkit for Media. Submitted for approval by
	CareerSource Florida Board of Directors
	Supersedes Policy 2003.04.22.A.3
	Final Guidance DEO FG OSPS 80
05/23/2017	Revised copy in plain language; completed introduction to include board action; added references to local workforce development boards; formatted objectives in numbered list; sections consolidated to align more closely with Florida Department of Economic Opportunity administrative policies.

### VI. ATTACHMENTS

Final Guidance: DEO FG OSPS 80

CareerSource Florida Brand Standards Manual

CareerSource Florida Brand Standards Brief

CareerSource Florida Brand Portal

<u>American Job Center – Graphics Toolkit for Media</u>



**Strategic Policy** 

2000.06.21.A.1

Title:	Incumbent Worker Training Program
Adopted:	06/21/2000
Effective:	

### I. PURPOSE AND SCOPE

The Incumbent Worker Training (IWT) Program, as administered by the state workforce development board and funded by the Workforce Innovation and Opportunity Act (WIOA), was created for the purpose of providing grant funding for continuing education and the training of incumbent employees at existing Florida businesses. The IWT program complements other work-based training programs (i.e., customized training, On-the-Job Training, etc.) to support training that aids in the development of skills to enable job retention, production of a skilled workforce and business growth.

This policy ensures the training grant program helps established Florida businesses upgrade the skills of their current employees to promote expansion and growth, and to assist and engage with businesses to prevent layoffs through a layoff-aversion strategy as described in the Rapid Response and Layoff Aversion Policy. Effective rapid response promotes economic recovery by developing comprehensive approaches to help prevent negative impacts on businesses, workers and communities.

### II. BACKGROUND

The Reimagining Education and Career Help (REACH) Act, 2021-164, Laws of Florida, seeks to better align the state's education and workforce systems with a focus on equity and efficiency to achieve a stronger, more competitive Florida. The REACH Act was created to address the evolving needs of Florida's economy by increasing collaboration and cooperation among state agencies and education institutions to improve access to training and employment for Floridians seeking services through the workforce system.

The REACH Act provides additional guidance related to the prioritization of IWT participants.

Priority will be given in the following order:

- Businesses that provide employees with opportunities to acquire new or improved skills by earning a credential on the Master Credentials List.
- Hospitals operated by nonprofit or local government entities that provide nursing opportunities to acquire new or improved skills.
- Businesses whose grant proposals represent a significant upgrade in employee skills.
- Businesses with 25 employees or fewer, businesses in rural areas, and businesses in distressed inner-city areas.
- Businesses in a qualified targeted industry, businesses whose grant proposals represent a significant upgrade in employee skills, or businesses whose grant proposals represent a significant layoff-avoidance strategy.

Additionally, the REACH Act provides that the IWT program may be used for the digital media industry. Created by the Florida Legislature, the IWT program provides grant funding for training of existing (incumbent) employees of a Florida business.

The IWT program helps individuals obtain industry-recognized certifications that can be earned within a 12-month period. Earning such credentials will help citizens obtain quality credentials with career pathway opportunities, thus leading to economic mobility and job retention.

### III. AUTHORITY

Section 445.003(3)(a)(3), Florida Statutes

Chapter 2021-164, Laws of Florida

CareerSource Florida Administrative Policy 100: Work-Based Training

<u>CareerSource Florida Strategic Policy 2021.06.09.A.2: Rapid Response and Layoff</u> Aversion System

### IV. HISTORY

Date	Description
12/09/2021	Updated to reflect changes to Florida Statutes and implementation of the
	Reimagining Education and Career Help (REACH) Act
05/17/2017	Revised in plain language; changed references from Workforce Florida, Inc., (WFI) to CareerSource Florida, Inc., (CSF); and consolidated sections to align more closely with Department of Economic Opportunity administrative policies.



2018.02.14.A.2

# **Strategic Policy**

Title:	Sector Strategies
Adopted:	February 14, 2018
Effective:	

#### I. PURPOSE AND SCOPE

Sector strategies are regional, industry-focused approaches to building a skilled workforce and are an effective way to align public and private resources to address the talent needs of employers and define and build career pathways for workers. Evidence shows that sector strategies can simultaneously improve employment opportunities for job seekers and enhance the competitiveness of industries. Effective sector strategies rely on strong sector partnerships, sometimes referred to as "industry partnerships, workforce collaboratives, or regional skills alliances." These partnerships are led by groups of businesses within a critical industry cluster working collaboratively with workforce development, education and training, economic development, labor, and community organizations.

The Workforce Innovation and Opportunity Act (WIOA) clearly establishes sector strategies as a primary approach for meeting employer needs while simultaneously building and defining career pathways for individuals. WIOA provides a clear definition for sector or industry partnerships, requires the development or convening of industry or sector partnerships at the regional level, and mandates that strategies for convening sector partnerships be a clear part of a state's vision for achieving key workforce and economic development outcomes.

This policy lays out the state of Florida's strategic vision for effective sector strategies, as outlined in the following strategic framework:

- Driven by high-quality data
- Founded on a shared, regional vision
- Directed by industry
- Leading to strategic alignment
- Transforming how services (job seeker, worker and employer) are delivered
- Focused on approaches that are measured, improved and sustained

This policy applies to CareerSource Florida and all 24 local workforce development boards. It requires local workforce development boards to include their approach to establishing, implementing and sustaining effective sector strategies aligned to local industry sectors of focus in their local workforce development plans.

### II. BACKGROUND

The publicly funded workforce system envisioned by WIOA is quality-focused, employer-driven, customer-centered, and tailored to meet the needs of regional economies. In collaboration with partners, it aligns workforce development, education and economic development programs and resources with regional economic development strategies to meet the needs of local and regional employers and provide comprehensive, accessible, and high-quality career opportunities for job seekers and workers. Achieving this vision for the workforce system depends upon the development and implementation of industry sector strategies.

CareerSource Florida, Inc., is the principal workforce policy organization for the state that designs and implements strategies that help Floridians enter, remain in, and advance within the workplace, so they may become more highly skilled and successful. This benefits Floridians, Florida businesses, and fosters the development of the state's overall business climate. Development of sector strategies and career pathways is also a component of Florida's Statewide WIOA Unified Plan.

### **Career Pathways**

In support of sector strategies, Florida's workforce development system has a vital role in the development and expansion of career pathways, enabling individuals to secure employment within a specific industry or occupational sector and advance over time to successively higher levels of education or employment in that sector. It is important for education, training and support services to be connected regionally to help individuals of all skill levels and abilities grow in a career. Career pathways also help businesses within key industries have access to qualified workers and a qualified talent pipeline.

To assist in the development of career pathways, CareerSource Florida directed the development of career pathways focused resources and tools. Downloadable tools are used by the CareerSource Florida network and its partners in the development and expansion of career pathways for local and regional areas. These tools include PowerPoint templates, guides, webinars and informational maps. The objectives of the tools are to:

describe the process to create career pathways and showcase examples of successful demand-driven models; illustrate how pre-apprenticeship, registered apprenticeship and other work-based learning modalities may be incorporated into career pathway efforts; and identify existing and emerging career pathway efforts and explore opportunities to align and integrate regional pathways plans, activities, and resource investments.

With the continuing expansion of career pathways, especially in key target sectors consistent with the official information developed by the Labor Market Estimating Conference created in s. 216.136 and identified in each local workforce development board's WIOA local plan, Florida's workers will have the skills needed to obtain good jobs and employers will have the skilled workers they need to remain competitive and prosper.

### III. AUTHORITY

Public Law 113-128, Workforce Innovation and Opportunity Act (2014)

Chapter 445.004, Florida Statutes

### IV. HISTORY

Date	Description
12/09/2021	Updated to reflect changes to Florida Statutes and implementation of
	the 2021 Reimagining Education and Career Help (REACH) Act
02/14/2018	Approved by CareerSource Florida Board of Directors.



2020.06.04.A.2

# Strategic Policy

Title:	State Workforce Development Board Roles and Responsibilities
Adopted:	06/04/2020
Effective:	

### I. PURPOSE AND SCOPE

The state workforce development board, known as the CareerSource Florida Board of Directors, is established pursuant to Public Law 113-128, the Workforce Innovation and Opportunity Act, Title I, Section 101. Charged with assisting the Governor with state workforce policy and investments, the state workforce development board establishes and directs the vision for the state workforce system, known as the CareerSource Florida network, to align with strategic partners within workforce investment, education and economic development systems. The CareerSource Florida network's strategic partners are those described within the federal Workforce Innovation and Opportunity Act (WIOA) and Florida Statutes. The CareerSource Florida network comprises the state workforce development board, the Florida Department of Economic Opportunity, Florida's local workforce development boards, chief local elected officials, and local career centers.

The purpose of this policy is to delineate the roles and responsibilities of the state board within the state's workforce system.

### Roles of the State Workforce Development Board

An effective state workforce development board must be visionary and strategic to successfully lead the state's workforce system on a path of economic prosperity through a strong business climate that provides opportunities for everyone who wants to work, find a better career, or improve their skills in the 21<sup>st</sup> century workforce.

The state board is responsible for formulating, leading and communicating the vision for the state's workforce system under the requirements of WIOA and Chapter 445, Florida Statutes, in support of the local workforce development boards and the customers they serve. The state board fulfills the following critical roles, outlined by the National Governors Association Center for Best Practices and the National Association of State Workforce Board Chairs, to achieve high performance for the state of Florida:

- **Communicate the Vision** to enhance thought leadership, strategies and policies that strengthen excellence to Florida businesses, job seekers and workers.
- Leverage Strategic Partnerships to cultivate local, regional and state capacity building that increases economic opportunity.
- Keep Florida's Workforce System Accountable by emphasizing data-driven decisions, encouraging performance achievement and boosting talent pipeline alignment.

### **Primary Responsibilities of the State Workforce Development Board**

The state workforce development board focuses on these primary responsibilities within its critical roles to effectively lead the vision and strategies of the state's workforce system:

#### Communicate the Vision

- WIOA State Plan: Develop, implement and modify the WIOA State Plan.
- Career Pathways: Identify and provide resources for opportunities for all job seekers to gain additional education, training and upskilling for career advancement.
- Strategic Investments: Invest WIOA funding to chart new and expanded pathways to
  employment, education, training and support services for Floridians who need
  additional workforce-readiness help on their path to self-sufficiency and economic
  prosperity. At the Governor's direction, allocate discretionary funds to support initiatives
  that close achievement and attainment gaps for Floridians, build on evidence-based
  practices to serve job seekers facing barriers to employment, and promote strategic
  and cross-sector partnerships.
- Policy Review and Approval: Led by a board of directors, CareerSource Florida serves as the principal workforce policy organization for the state and focuses on strategic policy and aligning federal, state and local workforce development priorities.

Through its Statewide Workforce Development Board Policymaking Authority and Delegation Policy, the CareerSource Florida Board of Directors adopted a Policy Development Framework to initiate, review and approve strategic and administrative policies; conduct business requiring board review and/or approval, pursuant to WIOA and Florida Statutes; and provide reviews and/or approvals of action items requested by local workforce development boards.

### **Leverage Strategic Partnerships**

- Strategic Outreach and Education: Direct and convene key outreach initiatives and
  opportunities to assist Floridians in all phases of career development, target
  underserved populations, employers in targeted industry sectors, small businesses,
  industry associations, education partners and other stakeholders in connecting with
  employment, training and business support services available through the
  CareerSource Florida network.
- **Strategic Training:** Establish training priorities for the state workforce development board, local elected officials, local workforce development boards, strategic partners and professional team members.
- Best Practices Showcase: Provide opportunities for the CareerSource Florida network, strategic partners, and other experts to highlight and share best practices for replication through the workforce system.

### **Keep Florida's Workforce System Accountable**

- Workforce and Economic Conditions: Analyze economic trends, projections and comparisons that may impact workforce system strategies.
- Florida Workforce Network Performance: Review performance trends with appropriate comparisons for required federal and state indicators, as well as any other indicators identified by the state board to ensure workforce system accountability.
- **Finance and Programmatic Evaluation:** Establish financial and budget priorities, and review monitoring findings and trends.
- Workforce Technology and Infrastructure Support: Develop strategies and provide resources for projects designed to leverage technology and innovation to strengthen effective and efficient service delivery.

### **State Workforce Development Board Leadership**

In accordance with Chapter 445.002, Florida Statutes, the state workforce development board is the board of directors of CareerSource Florida, Inc. The state board hires the President and CEO of CareerSource Florida and authorizes CareerSource Florida as the organization that supports the state board. The CareerSource Florida professional team shall develop and coordinate, under the direction and guidance of the board, the strategic, policy development, financial and programmatic direction of its vision for the state's workforce system. CareerSource Florida executes an operating agreement with the Florida Department of Economic Opportunity for financial and programmatic monitoring.

The Florida Department of Economic Opportunity serves as the administrative entity for state workforce programs in accordance with Chapter 20.60 and Chapter 445, Florida Statutes. The department offers technical consultation, comprehensive infrastructure, and compliance

support to the state board and CareerSource Florida in accordance with Chapter 445, Florida Statutes.

#### **Credentials Review Committee**

Pursuant to Chapter 445.004(4), Florida Statutes, the state workforce development board shall appoint a Credentials Review Committee ("Committee") to identify nondegree credentials and degree credentials of value for approval by the state workforce development board and inclusion in a Master Credentials List.

The Credentials Review Committee acts as an advisory committee or similar group created by CareerSource Florida, Inc. The Credentials Review Committee, its leadership and CareerSource Florida do not have any direct or implied authority to withhold or direct funds appropriated by the U.S. Congress or the Florida Legislature for distribution by the partner entities who make up the membership of the committee.

The Credentials Review Committee is governed by Florida Statute and a charter developed and approved by the committee. All information pertaining to the Credentials Review Committee must be made available and be easily accessible to the public on all relevant state agency websites.

### Florida Workforce Training Institute

CareerSource Florida developed the Workforce Training Institute to provide a repository of online courses for workforce and education professionals with information on the state workforce system's responsibilities under the federal Workforce Innovation and Opportunity Act and state law. This Internet-based initiative of the state workforce development board is designed to meet the unique needs of the workforce system and is made available to stakeholders and other professionals integral to the workforce system, including advisors and counselors in educational institutions.

### II. BACKGROUND

Under Florida Statutes, the Governor of Florida establishes the state workforce development board to guide workforce development, including strategies and investments, for the state of Florida and provide oversight and policy direction for programs administered within the CareerSource Florida network.

Chapter 445.002, Florida Statutes, defines the state board as "the state workforce development board established pursuant to the Workforce Innovation and Opportunity Act, Public Law 113-128, Title I, Section 101." State board functions include but are not limited to those activities described in WIOA, Section 101(d) and Chapter 445, Florida Statutes.

Chapter 14.36, Florida Statutes, the Reimagining Education and Career Help (REACH) Act addresses the evolving needs of Florida's economy by increasing the level of collaboration and cooperation among state businesses and education communities while improving training within and equity and access to a more integrated workforce and education system for all Floridians.

Pursuant to Chapter 445.004(4), Florida Statutes, the Florida state workforce development board shall appoint a Credentials Review Committee ("Committee") to identify nondegree credentials and degree credentials of value for approval by the state workforce development board and inclusion in the Master Credentials List. Such credentials must include registered apprenticeship programs, industry certifications, licenses, advanced technical certificates, college credit certificates, career certificates, applied technology diplomas, associate degrees, baccalaureate degrees, and graduate degrees.

Chapter 445.008, Florida Statutes state that the state workforce development board may create the Workforce Training Institute, which shall be a comprehensive program of workforce training courses.

### III. AUTHORITY

Public Law 113-128, Workforce Innovation and Opportunity Act (2014)

20 CFR § 679.100, Subpart A – State Workforce Development Board

Chapter 14.36, Florida Statutes

Chapter 445, Florida Statutes

Chapter 20.60, Florida Statutes

<u>CareerSource Florida Strategic Policy 2021.06.09.A.1: Statewide Workforce Development</u>
Board Policymaking Authority and Delegation

CareerSource Florida Strategic and Administrative Policy Development Framework

Chapter 445.008, Florida Statutes

Florida Credentials Review Committee Overview of Duties

CareerSource Florida
Board Meeting
Dec. 9, 2021
Consent Item 3
Approved\_\_\_\_\_
Disapproved\_\_\_\_\_

#### **Consent Item 3**

# APPOINTMENT OF DESIGNEE TO SERVE IN PLACE OF APPOINTED BOARD MEMBER

Pursuant to Section 445.004(3)(a), Florida Statutes, and Public Law No. 113-128, Title I, Section 101(b) Shevaun Harris of the Florida Department of Children and Families serves as a member of the CareerSource Florida Board of Directors.

Pursuant to the CareerSource Florida Bylaws, s. 4.17, Shevaun Harris designates Taylor Hatch to serve in his absence, subject to the board's approval.

#### FOR CONSIDERATION

 Approval of Shevaun Harris's request to appoint Taylor Hatch as the Florida Department of Children and Families designee to serve in his absence on the CareerSource Florida Board of Directors, contingent upon any additional information or approval signatures required.



# State of Florida Department of Children and Families

Ron DeSantis
Governor

Shevaun L. Harris Secretary

December 9, 2021

Ms. Michelle Dennard, President & CEO CareerSource Florida Post Office Box 13179 Tallahassee, Florida 32317

Dear President Dennard:

Pursuant to section 445.004, Florida Statutes, I hereby designate Deputy Secretary Taylor Hatch to serve as my delegate as a member of the CareerSource Florida Board of Directors for board meetings that I am not able to attend.

Please let me know if you have any questions or need further information.

Sincerely,

Shevaun L. Harris Secretary

cc: Deputy Secretary, Taylor Hatch



## **Designee Bio**

# **Taylor Hatch, Florida Department of Children and Families**

Taylor Hatch serves as the deputy secretary for the Florida Department of Children and Families, where she focuses on prevention and integration while overseeing policy and operations for family safety, substance abuse and mental health, and economic self-sufficiency. Ms. Hatch joined the department in March 2019 as the Assistant Secretary of Economic Self-Sufficiency where she led the direction of Florida's public assistance programs, including the Supplemental Nutrition Assistance Program, Medicaid, Temporary Assistance for Needy Families, and more.

Before joining the Department of Children and Families, she served as the director of workforce services for the Florida Department of Economic Opportunity where she was responsible for the management and oversight of the state's Reemployment Assistance program, Labor Market Statistics, and One-Stop and Program Support of workforce programs, including the partnership with the local CareerSource Florida network boards across the state.



CareerSource Florida
Board of Directors Meeting
December 9, 2021
Action Item 1

Approved		
Disapproved_		

#### **Action Item 1**

# CAREERSOURCE FLORIDA COMPREHENSIVE EMPLOYMENT EDUCATION AND TRAINING STRATEGIC POLICY

The purpose of the CareerSource Florida Board of Directors is to design, implement and invest in strategies that foster collaboration and cooperation among workforce, education and industry partners to help Floridians enter, remain and succeed in the workforce. These strategies help Floridians and Florida businesses and advance the development of the state's business climate. The Reimagining Education and Career Help Act calls for CareerSource Florida to create a state employment, education and training policy.

Florida's economy needs a skilled labor force to provide for the needs of Florida residents and to attract economic development opportunities that align with Florida growth strategies. Efforts at enhancing employment, education and training offer opportunities for economic growth, mobility and diversification of Florida's economy.

Local workforce development boards are encouraged to collaborate with all partners and to develop innovative strategies that focus on:

- Creating simplified access to and excellent customer service for Florida's workforce that focuses on continuous improvement.
- Aligning programs and resources to meet local demand for labor in occupations that lead to self-sustaining jobs.
- Implementing data-driven accountability measures and quantifiable outcomes related to training programs, employment and services to Florida businesses.

Local strategies shall prioritize employment, emphasize education and training, and ensure local boards are responsive to Florida employers' demand for labor. These strategies shall be described in each local workforce development board's plan and should be reflected in the local workforce development board policies and operations.

#### FOR CONSIDERATION

 Approve CareerSource Florida Comprehensive Employment, Education and Training Policy.



**TBD** 

## **Strategic Policy**

Title:	Comprehensive Employment, Education and Training
Adopted:	
Effective:	

#### I. PURPOSE AND SCOPE

The purpose of the CareerSource Florida Board of Directors is to design, implement and invest in strategies that foster collaboration and cooperation among workforce, education and industry partners to help Floridians enter, remain and succeed in the workforce. These strategies help Floridians and businesses and advance the development of the state's business climate. A knowledgeable and skilled workforce is essential for attracting economic development opportunities that align with Florida growth strategies. Efforts at enhancing employment, education and training offers economic growth, upward mobility and diversification of Florida's economy.

Under the Workforce Innovation and Opportunity Act (WIOA), partner programs and entities jointly responsible for workforce and economic development, educational and other human resource programs are responsible for collaborating and creating a seamless, customerfocused career center network that integrates service delivery across all programs. This integrated system will enhance job seekers' access to quality skills and employment and create a pipeline of talent for employers to find and hire qualified candidates. Local workforce development boards are encouraged to collaborate with all partners and to develop innovative strategies that focus on:

- Creating simplified access to and providing excellent customer service for Florida's workforce;
- Focusing on continuous improvement, strengthening partnerships to leverage shared resources and eliminate duplication of services;
- Aligning programs and resources to meet local market demand in occupations that lead to self-sustaining jobs; and,

• Implementing data-driven accountability measures and quantifiable outcomes related to training programs, employment and services to Florida businesses.

This policy applies to CareerSource Florida, the Florida Department of Economic Opportunity and all local workforce development boards. Workforce development boards shall align local strategies and policies for employment, education and training with the Workforce Innovation and Opportunity Act (WIOA), Florida law and the state's workforce development plan.

Local strategies shall prioritize employment, emphasize education and training, and ensure local boards are responsive to Florida employers' demand for qualified workforce talent. These strategies shall be written and placed in each local workforce development board's four-year plan and reflected in the local workforce development board operating policies.

#### II. BACKGROUND

Public Law 113 – 128, the Workforce Innovation and Opportunity Act, requires each state workforce development board to assist the Governor in developing, implementing and modifying a state workforce development plan. Florida's WIOA state plan describes Florida's strategy for supporting the publicly funded workforce system. The strategic policy of Florida's state workforce development board provides direction to ensure that publicly funded workforce development programs are administered consistent with the state plan and are compliant with WIOA.

Florida's WIOA state plan outlines strategic guidance on delivering services under WIOA and the Wagner-Peyser Act as described in Training and Employment Guidance Letter No. 19-16. The guidance includes developing strategies to create a seamless customer-focused career center network that integrates service delivery across all programs to make it easier for workers to access the services they need to obtain skills and employment.

Florida's WIOA state plan also aligns with the Reimagining Education and Career Help (REACH) Act. The REACH Act establishes a blueprint for Florida's talent ecosystem to ensure the state has the talent it needs to remain competitive in the new global economy. This blueprint includes strategies to integrate education and workforce systems that will expand and expedite opportunities through increased collaboration aimed at forming education, workforce and industry partnerships.

Local WIOA plans must align with Florida's WIOA state plan. Local WIOA plans describe how local workforce development boards implement strategies that help Floridians secure good jobs, while providing employers with the skilled workers they need to compete in the global economy.

#### **III. POLICIES AND PROCEDURES**

Workforce-related programs must be responsive to business and industry needs by providing recruitment, hiring and training to satisfy Florida employers' current and future talent needs. Strategies should align with state board strategic guidance, local labor market data and industry sector and local business needs. A collaborative approach including industry, education and workforce partners should ensure the efficient use of resources.

It is the policy of the CareerSource Florida Board of Directors, designated as Florida's state workforce development board, that local workforce development boards shall leverage all allowable tools and resources in their authority to:

- Assist Floridians in securing employment that leads to economic self-sufficiency and reduces the need for public assistance.
- Provide opportunities for Floridians to develop skills intended to meet the present and future needs of Florida employers.
- Ensure that workforce-related programs including those programs operated, delivered, or enabled, in whole or in part, by a state or local entity using federal funds or state appropriations to offer incentives, funding, support or guidance for any of the purposes below are responsive to present and future business and industry needs and complement the initiatives of state and local economic development partners, including Enterprise Florida, Inc., in relation to:
  - Job training;
  - The attainment of a credential of value identified pursuant to Section 445.004(4)(h)4.c., Florida Statutes;
  - o The attainment of a postsecondary degree or credential of value; and,
  - Any other program that has, at least in part, the goal of securing employment or better employment for an individual and receives federal funds or a state appropriation.
- Prioritize evidence-based, results-driven solutions to improve outcomes of workforce programs for Floridians and Florida businesses.
- Develop collaborative partnerships that leverage multiple sources of funding to provide services to all customers seeking assistance, especially Florida's vulnerable populations.
- Identify barriers to coordinate and align workforce-related programs and develop solutions to remove such barriers.

Local workforce development boards shall develop strategies and policies that provide simplified and expanded access to employment, education and training services. Allowable tools and resources include, but are not limited to, those described in Training and Employment Guidance Letter Number 19-16:

- Career services
- Transitional jobs
- Training services
- Training contracts including contracts with individual training providers
- Services for individuals with barriers to employment
- Dislocated worker services
- Services for underemployed and low-income individuals
- In-school and out-of-school youth services
- Work-based training including pre-apprenticeships, registered apprenticeships, customized training and on-the-job training

- Incumbent Worker Training and Quick Response Training
- Supportive services and needs-related payments
- Other job seeker services, other employer services and other coordination activities
- Rapid response and layoff aversion
- Coordination with WIOA core programs including adult education and vocational rehabilitation
- Services for trade-impacted workers

Local workforce development boards should ensure local policies and procedures allow sufficient use of available and allowable service strategies to meet the goals of the state workforce development board.

#### IV. AUTHORITIES

Public Law 113-128, the Workforce Innovation and Opportunity Act (WIOA)

<u>Chapter 445.003 – 445.004, Florida Statutes</u>

Chapter 2021-164, Laws of Florida

Training and Employment Guidance Letter No. 19-16

#### V. RESOURCES

Required Elements for Submission of the Unified or Combined State Plan and Plan Modifications Under the Workforce Innovation and Opportunity Act

**Enterprise Florida Major Industries** 



#### **Administrative Policies Summary**

Consistent with the agreement between the Florida Department of Economic Opportunity and CareerSource Florida, Inc., the CareerSource Florida professional team provides administrative support for the state workforce development board. As described in <a href="Strategic Policy2021.06.09.A.1">Strategic Policy2021.06.09.A.1</a>: Statewide Workforce Development Board Policymaking Authority and Delegation, CareerSource Florida administrative policies and operational guidance are developed by the Department of Economic Opportunity Bureau of One Stop and Program Support in consultation with the CareerSource Florida professional team using best practices from the Policy Development Framework. Administrative policies and operational guidance include business rules, requirements, processes and responsibilities that expand, explain or further specify federal and state legislative policies as well as board-approved strategic policies.

The following administrative policies were reviewed by the CareerSource Florida professional team, and it was determined these policies do not require approval by the state workforce development board:

Administrative Policy 117: Employment and Advocacy Services was revised to provide updated guidance to local workforce development boards on the minimum requirements for providing employment and advocacy services to participants of the Jobs for Veterans State Grant program. The updated policy was published on Sept. 24, 2021.

Administrative Policy 118: Adult and Dislocated Worker Funds Transfer Authority provides local workforce development boards with the requirements to transfer funds between the federal Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker programs. WIOA grants local boards the authority to transfer funds between the Adult and Dislocated Worker programs, with the approval of the Governor, a function carried out by the Department of Economic Opportunity's Financial Management team. As directed by WIOA and the U.S. Department of Labor, states must establish the criteria by which these transfers may occur. This administrative policy was developed and published by the Department of Economic Opportunity on Sept. 27, 2021, to meet this requirement.



# **Information Items**



# Workforce Innovation and Opportunity Act (WIOA) Primary Indicators of Performance

Performance Period Ending Sept. 30, 2021



The federal Workforce Innovation and Opportunity Act (WIOA) establishes performance accountability measures, known as Primary Indicators of Performance, to assess the effectiveness of states and local workforce development boards in achieving positive outcomes for individuals served by the workforce development system. The U.S. Department of Labor (USDOL) oversees the performance accountability requirements of WIOA on a program year basis (from July to June), which coincides with the state's fiscal year. Performance on the WIOA Primary Indicators of Performance is reported to the USDOL on a quarterly basis.

In the first quarter of Program Year 2021-2022, Florida's workforce development system met or exceeded 100% of the statewide negotiated targets for all WIOA Primary Indicators of Performance. Indicators are considered met by USDOL when achievement is at 50% or more of negotiated levels of performance. Driven by a commitment to excellence, however, Florida strives for local and state performance levels at 90% of negotiated targets. Innovative and responsive workforce services and programs contributed to sustained statewide performance in the first quarter of the program year.

The PY 2021-2022 first quarter performance is a rolling one-year calculation representing four quarters of the most recent performance data available through Sept. 30, 2021. The tables in this report show actual performance in relation to performance targets negotiated with USDOL for PY 2021-2022.

For additional information, please visit the Indicators of Performance Reports section on the Department of Economic Opportunity website at: <u>Indicators of Performance Reports</u>. If you have questions about this report, please contact Charles Williams, Bureau of One-Stop and Program Support at the Department of Economic Opportunity, at (850) 245-7424.

#### **Populations Served**

The following populations are served through the workforce development programs measured within the Primary Indicators of Performance:

- **WIOA Adult:** Individuals who are 18 or older in need of job search assistance and training opportunities, with priority given to recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient.
- WIOA Dislocated Workers: Individuals who are 18 or older and have lost their jobs through no fault of their own as a result of job loss, mass layoffs, global trade dynamics, or transitions in economic sectors.
- WIOA Youth: Individuals who are 14 to 24 years old and face barriers to education, training and employment.
- Wagner-Peyser: Individuals who are 18 or older, are authorized to work in the U.S. and are in need of job search assistance.

#### **Employment Indicators**

#### **Employment 2nd Quarter After Exit**

- WIOA Adult, WIOA Dislocated Workers and Wagner-Peyser: For these programs, this indicator captures the percentage of participants who are in unsubsidized employment during the 2nd quarter after exiting the program.
- **WIOA Youth:** For this program, this indicator captures the percentage of participants in education or training activities, or in unsubsidized employment during the 2nd quarter after exiting the program.

#### **Employment 4th Quarter After Exit**

- WIOA Adult, WIOA Dislocated Workers and Wagner-Peyser: For these programs, this indicator captures the percentage of participants who are in unsubsidized employment during the 4th quarter after exit from the program.
- **WIOA Youth:** For this program, this indicator captures the percentage of participants in education or training activities, or in unsubsidized employment during the 4th quarter after exiting the program.

#### **Median Earnings 2nd Quarter After Exit**

• WIOA Adult, WIOA Dislocated Worker, WIOA Youth and Wagner-Peyser: This indicator captures participants' median (middle value) quarterly earnings in the 2nd quarter after exiting the program.

#### **Education/Training Indicators**

#### **Credential Attainment**

• WIOA Adult, WIOA Dislocated Worker and WIOA Youth: This indicator captures the percentage of those participants enrolled in an education or training program (excluding those in On-the-Job Training or customized training) who attain a recognized postsecondary credential or a secondary education diploma, or its recognized equivalent, during participation in or within one year after exiting the program.

#### Measurable Skill Gains

• WIOA Adult, WIOA Dislocated Worker and WIOA Youth: This indicator captures the percentage of participants who, during a program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving documented academic, technical, occupational, or other forms of progress, toward such a credential or employment.

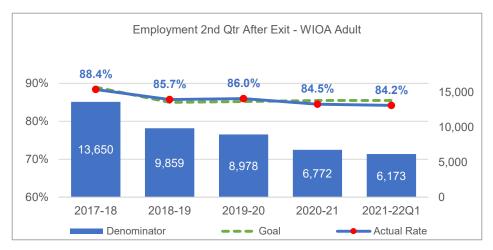
The Measurable Skill Gains indicator is used to measure interim progress of participants who are enrolled in education or training services for a specified reporting period. Therefore, it is not an exit-based measure. Instead, it is intended to capture important progressions through pathways that offer different services based on program purposes and participant needs and can help fulfill the vision for a workforce system that serves a diverse set of individuals with a range of services tailored to individual needs and goals.

# PY 2021-2022 Q1 Statewide Performance on WIOA's Primary Indicators of Performance

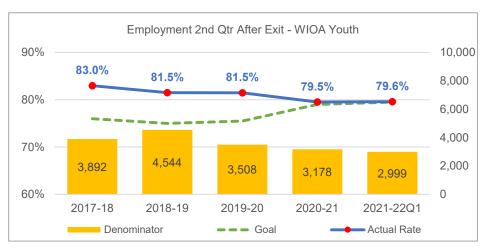
Measures	PY2021-2022 Q1 Performance	PY2021-2022 Q1 % of Performance Goal Met	PY2021-2022 Performance Goals
WIOA Adult			
Employment Rate - 2nd Qtr After Exit	84.20	98.48	85.50
Median Earnings - 2nd Quarter After Exit	\$8,586	122.66	\$7,000
Employment Rate - 4th Qtr After Exit	82.90	98.11	84.50
Credential Attainment Rate	80.00	117.65	68.00
Measurable Skill Gains	73.50	150.00	49.00
WIOA Dislocated Worker			
Employment Rate - 2nd Qtr After Exit	83.90	98.71	85.00
Median Earnings - 2nd Quarter After Exit	\$10,529	148.30	\$7,100
Employment Rate - 4th Qtr After Exit	77.80	96.65	80.50
Credential Attainment Rate	84.30	120.43	70.00
Measurable Skill Gains	75.80	154.69	49.00
WIOA Youth			
Employment Rate - 2nd Qtr After Exit	79.60	100.13	79.50
Median Earnings - 2nd Quarter After Exit	\$3,900	121.88	\$3,200
Employment Rate - 4th Qtr After Exit	76.30	103.11	74.00
Credential Attainment Rate	90.40	118.17	76.50
Measurable Skill Gains	55.50	119.35	46.50
Wagner-Peyser			
Employment Rate - 2nd Qtr After Exit	59.50	91.54	65.00
Median Earnings - 2nd Quarter After Exit	\$5,578	109.37	\$5,100
Employment Rate - 4th Qtr After Exit	60.50	94.24	64.20

# Color Key Not Met (less than 90% of negotiated) Met (90-100% of negotiated) Exceeded (greater than 100% of negotiated)

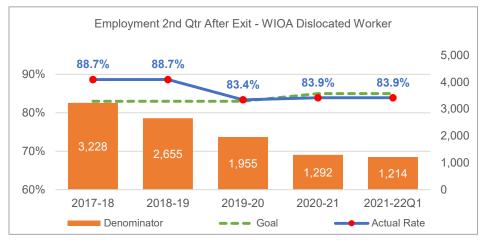
#### **Employment Rate - 2nd Quarter After Exit**



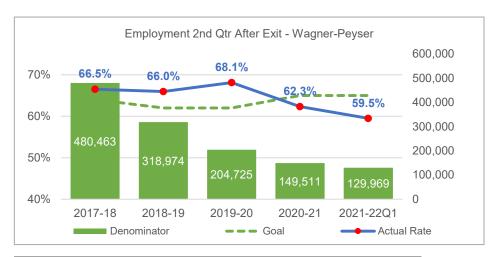
PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	12,065	8,453	7,721	5,724	5,369
Denominator	13,650	9,859	8,978	6,772	7,305
Actual Rate	88.4%	85.7%	86.0%	84.5%	84.2%
Success (>=90% of Goal)	80.1%	76.5%	76.7%	77.0%	77.0%



PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	3,229	3,703	2,858	2,527	3,231
Denominator	3,892	4,544	3,508	3,178	5,824
Actual Rate	83.0%	81.5%	81.5%	79.5%	79.6%
Success (>=90% of Goal)	68.4%	67.5%	68.0%	71.1%	71.6%

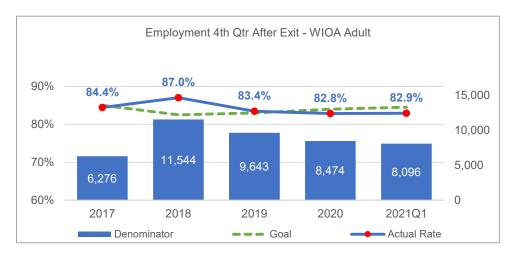


PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	2,862	2,354	1,630	1,084	1,561
Denominator	3,228	2,655	1,955	1,292	2,059
Actual Rate	88.7%	88.7%	83.4%	83.9%	83.9%
Success (>=90% of Goal)	74.7%	74.7%	74.7%	76.5%	76.5%

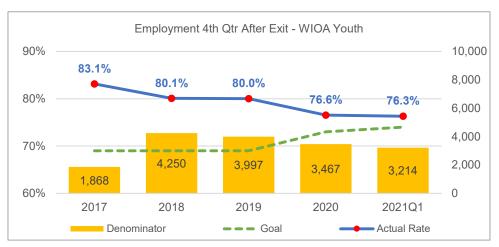


PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	319,687	210,397	139,458	93,177	77,331
Denominator	480,463	318,974	204,725	149,511	129,969
Actual Rate	66.5%	66.0%	68.1%	62.3%	59.5%
Success (>=90% of Goal)	57.6%	55.8%	55.8%	58.5%	58.5%

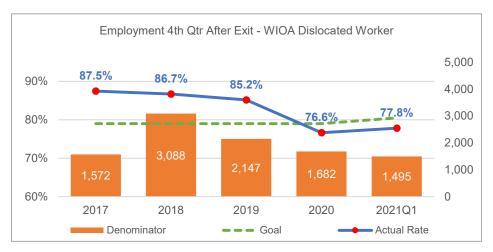
#### **Employment Rate - 4th Quarter After Exit**



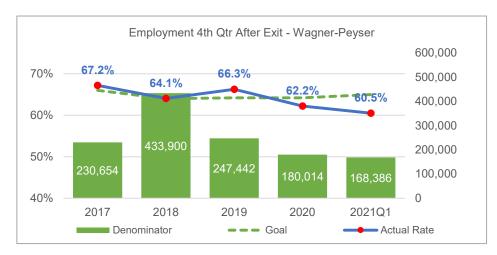
PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	5,299	10,046	8,045	7,020	6,712
Denominator	6,276	11,544	9,643	8,474	8,096
Actual Rate	84.4%	87.0%	83.4%	82.8%	82.9%
Success (>=90% of Goal)	76.5%	74.3%	74.7%	75.6%	76.1%



PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	1,553	3,403	3,199	2,654	2,452
Denominator	1,868	4,250	3,997	3,467	3,214
Actual Rate	83.1%	80.1%	80.0%	76.6%	76.3%
Success (>=90% of Goal)	62.1%	62.1%	62.1%	65.7%	66.6%

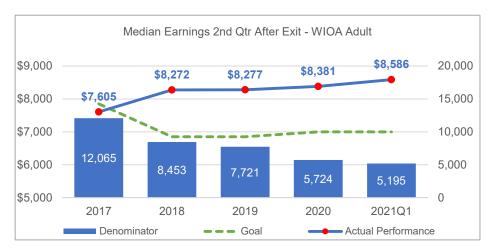


PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	1,375	2,678	1,829	1,289	1,163
Denominator	1,572	3,088	2,147	1,682	1,495
Actual Rate	87.5%	86.7%	85.2%	76.6%	77.8%
Success (>=90% of Goal)	71.1%	71.1%	71.1%	71.1%	72.5%



PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	155,007	277,966	163,990	112,022	101,831
Denominator	230,654	433,900	247,442	180,014	168,386
Actual Rate	67.2%	64.1%	66.3%	62.2%	60.5%
Success (>=90% of Goal)	59.4%	57.6%	57.8%	57.8%	58.5%

#### **Median Earnings - 2nd Quarter After Exit**



PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	N/A	N/A	N/A	N/A	N/A
Denominator	12,065	8,453	7,721	5,724	5,195
Actual Performance	\$7,605	\$8,272	\$8,277	\$8,381	\$8,586
Success (>=90% of Goal)	\$7,065	\$6,165	\$6,165	\$6,300	\$6,300



PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	N/A	N/A	N/A	N/A	N/A
Denominator	3,026	3,494	2,745	2,527	2,388
Actual Performance	\$3,243	\$3,614	\$3,896	\$3,900	\$3,900
Success (>=90% of Goal) *	N/A	N/A	N/A	\$2,880	\$2,880

	Median Ear	rnings 2nd Qtr After	Exit - WIOA Dislo	ocated Worker	
\$12,000 —				\$10,666	5,000
\$10,000 —			\$8,817		4,00
\$8,000 —	\$7,912	\$8,199			3,000
<b>Ф</b> 0,000 —					2,00
\$6,000 —	2,861	2,354	1,630		1,00
\$4,000 —			1,000	1,084	- 0
φ+,000	2017-18	2018-19	2019-20	2020-21	O
	<b>Denomina</b>	tor G	ioal —	Actual Performance	Э

PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	N/A	N/A	N/A	N/A	N/A
Denominator	2,861	2,354	1,630	1,084	1,019
Actual Performance	\$7,912	\$8,199	\$8,817	\$10,666	\$10,529
Success (>=90% of Goal)	\$6,165	\$6,165	\$6,165	\$6,300	\$6,390

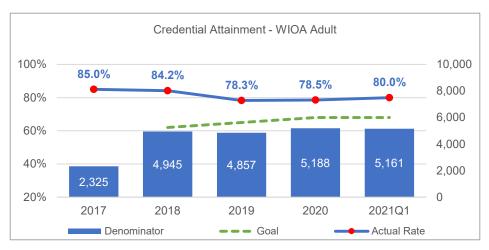


PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	N/A	N/A	N/A	N/A	N/A
Denominator	319,687	210,397	139,458	93,168	77,331
Actual Performance	\$5,270	\$5,335	\$5,460	\$5,509	\$5,578
Success (>=90% of Goal)	\$4,365	\$4,365	\$4,365	\$4,500	\$4,590

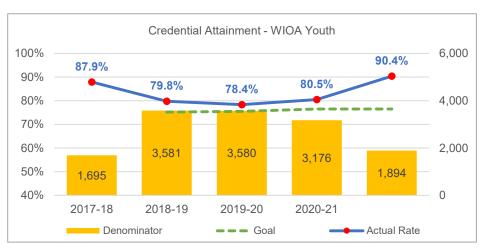
<sup>\*</sup> Goal setting for the Median Earnings 2nd Quarter After Exit metric for WIOA Youth began in PY 2020-2021.

Note: Cohorts for PY 2021-22 Q1 are participants who received their last service between October 2019 and September 2020.

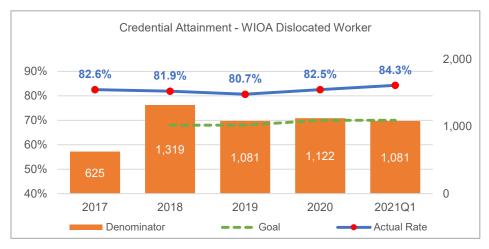
#### **Credential Attainment Rate**



PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	1,976	4,164	3,802	4,074	4,127
Denominator	2,325	4,945	4,857	5,188	5,161
Actual Rate	85.0%	84.2%	78.3%	78.5%	80.0%
Success (>=90% of Goal)	N/A	55.8%	58.5%	61.2%	61.2%



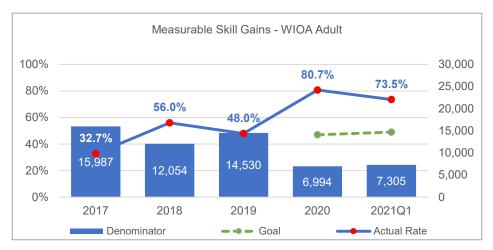
PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	1,490	2,857	2,805	2,557	1,713
Denominator	1,695	3,581	3,580	3,176	1,894
Actual Rate	87.9%	79.8%	78.4%	80.5%	90.4%
Success (>=90% of Goal)	N/A	67.7%	68.0%	68.9%	68.9%



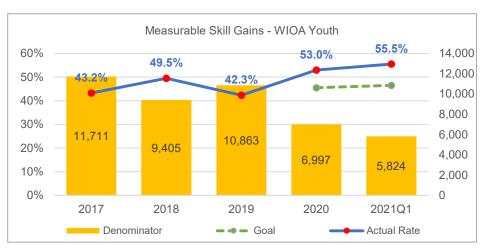
PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	516	1,080	872	926	911
Denominator	625	1,319	1,081	1,122	1,081
Actual Rate	82.6%	81.9%	80.7%	82.5%	84.3%
Success (>=90% of Goal)	N/A	61.2%	61.2%	63.0%	63.0%

#### **Measurable Skill Gains**

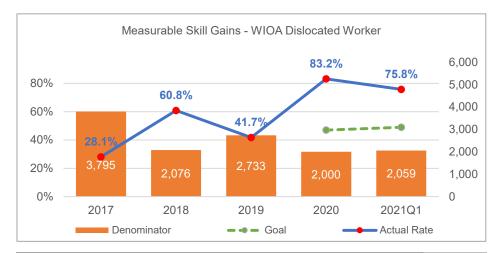
Program Year (PY) 2021-2022 Q1 Report PY (July 1 - June 30)



PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	5,226	6,756	6,968	5,646	5,369
Denominator	15,987	12,054	14,530	6,994	7,305
Actual Rate	32.7%	56.0%	48.0%	80.7%	73.5%
Success (>=90% of Goal)	N/A	N/A	N/A	42.3%	44.1%



PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	5,063	4,654	4,597	3,708	3,231
Denominator	11,711	9,405	10,863	6,997	5,824
Actual Rate	43.2%	49.5%	42.3%	53.0%	55.5%
Success (>=90% of Goal)	N/A	N/A	N/A	41.0%	41.9%



PY	2017-18	2018-19	2019-20	2020-21	2021-22Q1
Numerator	1,067	1,263	1,141	1,664	1,561
Denominator	3,795	2,076	2,733	2,000	2,059
Actual Rate	28.1%	60.8%	41.7%	83.2%	75.8%
Success (>=90% of Goal)	N/A	N/A	N/A	42.3%	44.1%

Note: Cohorts for PY 2021-22 Q1 are participants who received services between October 2020 and September 2021. Additionally, exits during PY 2020-21 Q4 resulting from Common Exit Guidance issued by the Department of Economic Opportunity may have impacted PY 2020-21 performance for this metric.





# Continuous Improvement Performance Initiative: Fiscal Year 2020-2021 Quarterly Performance Report

December 2021 Update

#### INTRODUCTION

The CareerSource Florida Board of Directors authorized the development and implementation of the <u>Continuous Improvement Performance Initiative</u> in fiscal year 2019-2020. In that first year, the board allocated \$5 million from state set-aside funds to recognize local workforce development board performance on board-approved, mission-critical metrics. In fiscal year 2020-2021, the board allocated another \$5 million to recognize the performance of the local workforce development boards based on these metrics.

The initiative includes three metrics with additional credit for serving individuals with barriers to employment and for providing staff-assisted, high-value services to business establishments in up to five industry sectors preselected by each local workforce development board. The operational definitions of the three metrics are:

- Employment Rate First Quarter After Exit: The percentage of federal Workforce Innovation and Opportunity Act and Wagner-Peyser Act participants who exited the system and had certified wages the first quarter after exit.
- **Participant Training Rate:** The percentage of Workforce Innovation and Opportunity Act participants who received training services.
- **Business Penetration:** The number of business establishments provided a staff-assisted, high-value service by a local workforce development board.

Local workforce development board performance is measured on a quarterly basis. The year-to-date performance for fiscal year 2020-2021 is provided on the pages that follow. Award payments for performance during this fiscal year will continue until February 2022 due to the availability of certified wage data by the state Department of Revenue, which is needed for the employment metric.

Local workforce development boards have received a total of \$2,669,892 (53% of the total amount available) in performance awards for fiscal year 2020-2021. This total represents awards for performance in the employment metric during the first three quarters of the fiscal year and in the training and business metrics during the full four quarters of the fiscal year.

#### **QUARTER 1 (July – September 2020)**

#### PERFORMANCE RESULTS SUMMARY

Metric	Perforn Targets		Quarterly Performance Awards		Participants	Barriers to Employment	Businesses Served (worksites)	Services to Targeted Industries
	# of LWDBs	%	Available	Awarded	Total	Total	Total	Total
Employment Rate  1st Qtr After Exit**	12	50%	\$416,655	\$163,469	14,497	17,534		
Participant Training Rate***	12	50%	\$416,655	\$239,630	8,871	12,621		
Business Penetration***	19	79%	\$416,655	\$324,532			11,787	10,626
YTD Quarterly Total			\$1,249,965	\$727,631				

<sup>\*</sup> All quarterly performance targets are based on 10% improvement compared to the same quarter in the previous year.

#### **PERFORMANCE HIGHLIGHTS**

The top five barriers to employment identified in the Employment Rate First Quarter After Exit metric during Quarter 1 were: Reemployment Assistance claimants (5,790), older individuals age 55+ (2,800), low-income individuals (2,093), long-term unemployed (1,519) and individuals with disabilities (1,322).

The top five barriers to employment identified in the Participant Training Rate metric during Quarter 1 were: low income (6,638), single parents including single pregnant women (1,337), Reemployment Assistance claimants (1,185), long-term unemployed (867) and ex-offenders (647).

The top five staff-assisted, high-value services provided to business establishments in board-selected targeted industries were: job orders (2,814), candidate pre-screening (1,630), veteran services (1,393), human resource services (1,093) and detailed labor market study (904).

<sup>\*\*</sup> Due to the lag in certified wage data from the Department of Revenue, Quarter 1 performance data for the employment metric were finalized in May 2021.

<sup>\*\*\*</sup> Quarter 1 performance data for the training and business metrics were finalized in November 2020.

#### **QUARTER 2 (October – December 2020)**

#### PERFORMANCE RESULTS SUMMARY

Metric	Performance Targets Met *		Quarterly Performance Awards		Participants	Barriers to Employment	Businesses Served (worksites)	Services to Targeted Industries
	# of LWDBs	%	Available	Awarded	Total	Total	Total	Total
Employment Rate  1st Qtr After Exit**	14	58%	\$416,655	\$194,328	14,326	17,844		
Participant Training Rate***	12	50%	\$416,655	\$247,983	8,922	12,737		
Business Penetration***	16	67%	\$416,655	\$240,374			9,885	9,566
Quarterly Total			\$1,249,965	\$682,685				

<sup>\*</sup> All quarterly performance targets are based on 10% improvement compared to the same quarter in the previous year.

#### **PERFORMANCE HIGHLIGHTS**

The top five barriers to employment identified in the Employment Rate First Quarter After Exit metric during Quarter 2 were: Reemployment Assistance claimants (5,827), older individuals age 55+ (2,472), low-income individuals (2,084), long-term unemployed (1,542) and individuals with disabilities (1,377).

The top five barriers to employment identified in the Participant Training Rate metric during Quarter 2 were: low income (6,660), Reemployment Assistance claimants (1,303), single parents including single pregnant women (1,249), long-term unemployed (911) and ex-offenders (677).

The top five staff-assisted, high-value services provided to business establishments in up to five targeted industries during Quarter 2 were: job orders (2,509), veteran services (1,406), human resource services (1,064), candidate prescreening (855) and detailed labor market study (714).

<sup>\*\*</sup> Due to the lag in certified wage data from the Department of Revenue, Quarter 2 performance data for the employment metric were finalized in August 2021.

<sup>\*\*\*</sup> Quarter 2 performance data for the training and business metrics were finalized in March 2021.

#### **QUARTER 3 (January – March 2021)**

#### PERFORMANCE RESULTS SUMMARY

Metric	Performance Targets Met*		Quarterly Performance Awards		Participants	Barriers to Employment	Businesses Served (worksites)	Services to Targeted Industries
	# of LWDBs	%	Available	Awarded	Total	Total	Total	Total
Employment Rate  1st Qtr After Exit**	20	83	\$416,655	\$330,369	17,508	19,320		
Participant Training Rate***	13	54%	\$416,655	\$196,867	8,523	12,236		
Business Penetration***	19	79%	\$416,655	\$283,803			10,538	11,337
Quarterly Total			\$1,249,965	\$811,039				

<sup>\*</sup> All quarterly performance targets are based on 10% improvement compared to the same quarter in the previous year.

#### **PERFORMANCE HIGHLIGHTS**

The top five barriers to employment identified in the Employment Rate First Quarter After Exit metric during Quarter 3 were: Reemployment Assistance claimants (6,701), older individuals age 55+ (3,319), low-income individuals (2,097), long-term unemployed (1,761) and individuals with disabilities (1,361).

The top five barriers to employment identified in the Participant Training Rate metric during Quarter 3 were: low income (6,390), Reemployment Assistance claimants (1,271), single parents including single pregnant women (1,144), long-term unemployed (932) and ex-offenders (622).

The top five staff-assisted, high-value services provided to business establishments in up to five targeted industries during Quarter 3 were: job orders (3,016), veteran services (1,639), human resource services (1,483), candidate prescreening (870) and employer outreach visits for veterans or migrant seasonal farm workers (842).

<sup>\*\*</sup> Due to the lag in certified wage data from the Department of Revenue, Quarter 3 performance data for the employment metric are scheduled to be finalized in November 2021.

<sup>\*\*\*</sup> Quarter 3 performance data for the training and business metrics were finalized in May 2021.

#### **QUARTER 4 (April – June 2021)**

#### PERFORMANCE RESULTS SUMMARY

Metric	Performance Targets Met*		Quarterly Performance Awards		Participants	Barriers to Employment	Businesses Served (worksites)	Services to Targeted Industries
	# of LWDBs	%	Available	Awarded	Total	Total	Total	Total
Employment Rate  1st Qtr After Exit**	-	-	-	-	-	-		
Participant Training Rate***	14	58%	\$416,655	\$200,172	8,041	11,752		
Business Penetration***	16	67%	\$416,655	\$248,365			10,222	10,510
Quarterly Total			\$833,310	\$448,537				

<sup>\*</sup> All quarterly performance targets are based on 10% improvement compared to the same quarter in the previous year.

#### **PERFORMANCE HIGHLIGHTS**

The top five barriers to employment identified in the Participant Training Rate metric during Quarter 4 were: low income (6,033), Reemployment Assistance claimants (1,174), single parents including single pregnant women (1,111), long-term unemployed (924) and individuals with disabilities (606).

The top five staff-assisted, high-value services provided to business establishments in up to five targeted industries during Quarter 4 were: job orders (2,738), human resource services (1,373), veteran services (1,146), detailed labor market study (1,053) and candidate prescreening (856).

<sup>\*\*</sup> Due to the lag in certified wage data from the Department of Revenue, Quarter 4 performance data for the employment metric are scheduled to be finalized in February 2022.

<sup>\*\*\*</sup> Quarter 4 performance data for the training and business metrics were finalized in August 2021.



## Speakers' Bios

#### **Lynn Peoples**



Lynn Peoples, a Co-Founder of TruMont, earned her Ph.D. in Nursing Administration from the University of Alabama at Birmingham. She practiced as a staff nurse on evening and night shifts before beginning her management career, which led to more than 35 years in permanent and interim leadership roles. She has served as a Market Chief Nursing Officer (CNO), Vice President for Patient Care Services, CNO, and Consultant for hospitals and healthcare systems in transition throughout the United States. Lynn has worked with rural community hospitals; national for-profit systems; not-for-profit, religious systems; and university hospitals.

Lynn served as Project Director for one of 20 Strengthening Hospital Nursing (SHN) grants, a seminal work on the nursing shortage. Funded by The Robert Wood Johnson Foundation and the Pew Charitable Trusts, the SHN grants were designed to encourage hospitals to undertake institution-wide restructuring to provide better patient care by improving nursing services. This work was notable in bringing nurses to the table as full partners in the care team and on the executive team. It brought focus to the creation of innovative improvements in care delivery models.

Among her professional activities, Lynn has served on the Nursing Advisory Board for several universities and the Editorial Board for Hospital Materials Management Quarterly. She has received several honors, including induction into Sigma Theta Tau and Phi Kappa Phi and recognition in Who's Who in American Nursing. She was awarded a Medical Center Fellowship and a National Institutes of Health Traineeship.

#### **Nina Perez**



Nina Perez, a Co-Founder of TruMont, earned her MSN from the School of Nursing from the University of Alabama at Birmingham. She has over 30 years of clinical, management, and consulting experiences with not-for-profit and for-profit healthcare systems in urban as well as rural settings in many states. As a nurse executive, she has been successful in leading staff to provide exceptional, safe, quality care; in exceeding financial goals; and in ensuring patient satisfaction. Nina has held positions as Emergency Department Director, Night Shift Supervisor, Director of Medical-Surgical Nursing, and Chief Nursing Officer.

Nina served our country as a military reservist for 20 years, retiring at the rank of Colonel. Her stellar service included real-world deployments and command positions. She served in the Kingdom of Saudi Arabia in the 4404th Air Transportable Hospital, where she coordinated the Air Staging Facility for the Southwest Asia Theater. As Commander of the 908th Aeromedical Evacuation Squadron (AES), United States Air Force Reserves, she was responsible for directing and managing all AES personnel and programs, assuring optimum combat readiness. As a Lieutenant Colonel, she served as Chief Nurse of the 187th Medical Squadron, Alabama Air National Guard; as a 1st Lieutenant, she served in the Army Field Hospital, Army Reserve. She is a Flight School Honor Graduate and received the Health Services Inspection Outstanding Rating for Medical Readiness.



# ANNUAL REPORT

## INTRODUCTION

As the Governor's principal workforce policy board, CareerSource Florida is a key partner in Florida's economic recovery, talent development and business growth. This work has been sharply in focus over the past year as Florida continues to see job growth, increases in labor force, and a decline in the unemployment rate due to Governor Ron DeSantis' policy decisions to protect Floridians and Florida businesses.

Under Governor DeSantis' leadership, the state's unemployment rate improved dramatically from 11.5% at the start of the fiscal year in July 2020 to 4.6% by October 2021. In total, Florida has gained 1,111,000 private sector jobs since April 2020, which represents 89% of jobs lost during the COVID-19 pandemic. Florida continues to see significant increases in its labor force, growing 579,000 over the year as Floridians gain confidence in returning to work.

During the 2020-2021 fiscal year, the CareerSource Florida Board of Directors invested in expansion of apprenticeships, training grants for small businesses to upskill existing employees and new or expanding businesses bringing on new hires, and additional funds to support Florida's 24 local workforce development boards' efforts to get Floridians back to work. The CareerSource Florida network responded, assisting 96,293 Floridians with securing employment, including 5,800 military veterans, between July 2020 and June 2021 as reported to the U.S. Department of Labor. Business services including recruiting, hiring and training assistance were reported to have been provided to more than 53,700 employers in Florida over the course of the fiscal year.

The CareerSource Florida Board also approved a series of priority policies to strengthen accountability and governance within Florida's workforce system. During the 2021 Florida legislative session, CareerSource Florida worked with state-level partners including the Florida Department of Economic Opportunity, the Florida Department of Education, the Board of Governors and the Florida Department of Children and Families to support the development of House Bill 1507, which became the Reimagining Education and Career Help (REACH) Act. This landmark legislation would ultimately transform service delivery for the state's education and workforce development providers.

In June 2021, the board approved more than \$29 million in investments, including competitive grants for training, education and systems alignment, to help Floridians embark on career pathways to self-sufficiency and economic prosperity. The Get There Faster: Workforce Innovation and Opportunity Act Governor's Reserve Funds grants will expand career, training and support services for military veterans and spouses, provide low-income adults and youth with additional training opportunities in information technology, and expand education and work skills training to at-risk Floridians receiving public assistance, recovering from substance use disorders or returning from justice system involvement. Approved allocations also include \$2 million to fund rural workforce initiatives that expand access to job seeker services and collaboration between local workforce development boards and state and/or technical colleges.

The REACH Act, championed by House Speaker Chris Sprowls, was signed into law by Governor DeSantis on June 24, 2021. The new law creates a consumer-first workforce system that will ensure access to workforce needs, including supply and demand-aligned job training that promotes upward mobility. Among strategies identified in the law to achieve the Governor and Speaker's vision, the REACH Act creates a new Credentials Review Committee, supported by CareerSource Florida, that will best align Florida's workforce education systems with high-demand and high-wage workforce needs.



## **2020 - 2021 BOARD OF DIRECTORS**

**GOVERNOR RON DESANTIS** 

State of Florida

JENNIFER O'FLANNERY ANDERSON

Community Foundation of Broward

**SEN. LORANNE AUSLEY** 

State of Florida

BRITTANY OLIVIERI BIRKEN, PH.D.

Federal Reserve Bank of Atlanta

**HOLLY BORGMANN** 

Enterprise Florida Vice Chair and ADT

Security Services

**TIMOTHY CENTER** 

Sustainable Florida

**RICHARD CORCORAN** 

Florida Department of Education

**DUANE E. DE FREESE, PH.D.** 

Indian River Lagoon Council

**ROBERT DOYLE III** 

Florida Department of Education

Division of Blind Services

**DANE EAGLE** 

Florida Department of Economic

Opportunity

**SOPHIA ECCLESTON** 

Florida Power and Light

ERIC HALL, ED.D.

Florida Department of Education

Designee

**WILLIAM JOHNSON** 

Autobahn Indoor Speedway

**ALLISON KINNEY** 

HCA Healthcare

**HENRY MACK** 

Florida Department of Education Division of Career and Adult

Education

**RICK MATTHEWS** 

Rick Matthews Consulting LLC

**JONATHON MILLER** 

**Majority Strategies** 

**MAYOR BRYAN NELSON** 

City of Apopka

**SAMUEL ROBBIN** 

National Jets, Inc.

PATSY SANCHEZ

University of South Florida, Retired

STEPHANIE SMITH

Anthem Inc.

**EMMANUEL TORMES** 

The Boeing Company

#### PAST BOARD MEMBERS

CareerSource Florida thanks the following former board members for their service during the 2020-2021 fiscal year.

**ROSE CONRY** 

**StaffTime** 

KEVIN DOYLE

**Wexford Strategies** 

ARNIE GIRNUN

New Horizons South Florida

**ELISHA GONZALEZ** 

**FAIRWINDS Credit Union** 

**ELLI HURST** 

IBM

**REP. CHRIS LATVALA** 

State of Florida

**KEN LAWSON** 

Florida Department of Economic

Opportunity

**CAMILLE LEE-JOHNSON** 

Lee Wesley Group

**TONY MCGEE** 

**HNM Global Logistics** 

**SEN. BILL MONTFORD** 

State of Florida

W. ALEXANDER MOSELEY

MoseSys Inc.

MICHAEL MYHRE

Florida Small Business

Development Center Network

**TODD REBOL** 

Banks Engineering

**JOE YORK** 

AT&T Florida, Puerto Rico and the U.S.

Virgin Islands

#### FLORIDA WORKFORCE DEVELOPMENT ASSOCIATION

**ROBIN KING, PRESIDENT** 

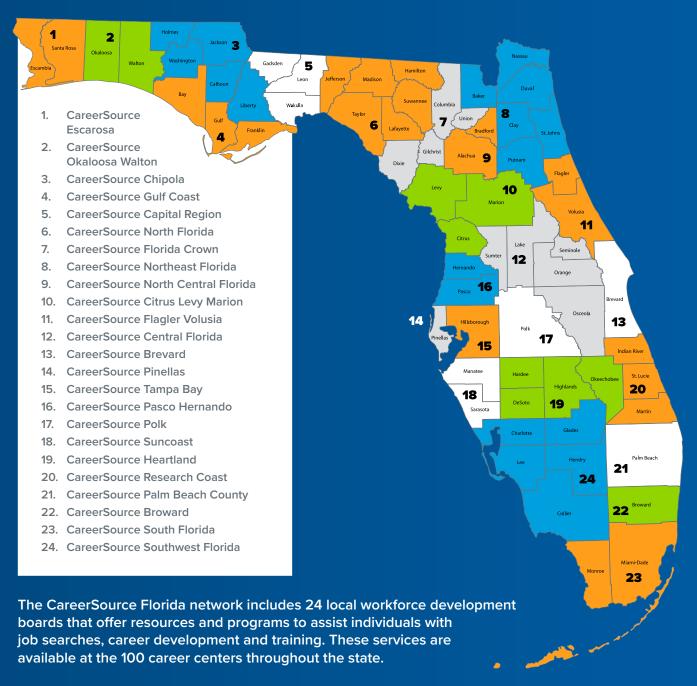
President and CEO, CareerSource Flagler Volusia

#### FLORIDA WORKFORCE CHAIRS' ALLIANCE

MIKE JACKSON, CHAIR

CareerSource Southwest Florida Board of Directors, JacksonPR

# LOCAL WORKFORCE DEVELOPMENT BOARDS



Pursuant to Florida's 2021 REACH Act and 445.004(7)(c), Florida Statutes, the CareerSource Florida Annual Report must contain information on the number of mandatory partners located within one-stop centers managed by the state's 24 local workforce development boards. This information can be found at the following link:

**MANDATORY PARTNERS** 

## THE 2021 REACH ACT

Florida's new Reimagining Education and Career Help Act, known as the REACH Act, is a comprehensive blueprint for enhancing access, alignment and accountability across the state's workforce development system.

This workforce development system is defined in the REACH Act as the entities and activities that contribute to the state's talent pipeline system through education, training, and support services that prepare individuals for employment or career advancement, and the entities that are responsible for oversight or conducting those activities such as CareerSource Florida, Inc., local workforce development boards, one-stop career centers, the Department of Economic Opportunity, the Department of Education, the Board of Governors and the Department of Children and Families.

2021 REACH ACT IMPLEMENTATION TIMELINE HIGHLIGHTS							
June 24	Governor Ron DeSantis signs REACH Act into law effective July 1						
July 1	REACH Office established; priority of award criteria for Incumbent Worker Training Program implemented along with new requirements for local workforce development board transparency and public disclosures; DEO launches study to assess feasibility of integrating systems across all partner agencies						
July 23	DEO releases new performance criteria for eligible training providers						
August 18	State Board of Education approves the Career and Professional Education (CAPE) Industry and Postsecondary Certification lists as the Master Credentials List for 2021-2022						
August 26	CareerSource Florida Executive Committee appoints members of Credentials Review Committee						
September 8	Inaugural meeting of Credentials Review Committee						
September 15	CareerSource Florida Board approves Availability of Services to Floridians Strategic Policy						
October 6	Labor Market Estimating Conference meets						
October 26	Credentials Review Committee meets to workshop wage and credential sequencing criteria for Framework of Quality						
December 1	Credentials Review Committee meeting to evaluate thresholds for earnings outcomes and credential sequencing						
December 9	CareerSource Florida Board meets to review and approve strategic policy revisions in compliance with REACH Act						

The REACH Act positions Florida to help people with barriers to education and employment become self-sufficient through a system-wide approach that includes:

- Establishing the Office of Reimagining Education and Career Help (REACH) in the Executive Office of the Governor to facilitate coordination and alignment of entities responsible for the state's workforce development system.
- Requiring the REACH Office to create a "no-wrong-door entry" strategy to help Floridians access services from any workforce partner.
- Directing the Department of Economic Opportunity, in consultation with the CareerSource Florida Board of Directors and others, to implement a consumer-first workforce system that improves coordination among one-stop career center partners through an integrated system that includes common registration and intake, benefits screening, and case management.
- Requiring the CareerSource Florida Board to appoint a Credentials Review Committee to identify degree and nondegree credentials of value for approval by the state workforce development board and inclusion on a Master Credentials List to be provided to the State Board of Education.
- Adding Workforce Innovation and Opportunity (WIOA) Act partners representing the Department of Education's Division of Vocational Rehabilitation and Division of Blind Services, as well as the Department of Children and Families, to the CareerSource Florida Board.
- Creating a workforce opportunity portal to provide Floridians with access to federal. state and local workforce services and a global view of workforce-related program data including education and training options, real-time labor market information, career planning and career services tools, and other support linked to in-demand jobs.

- Requiring the Department of Economic Opportunity and the Department of Children and Families to evaluate the impact of workforce services on participants receiving benefits from welfare transition programs.
- Requiring the assignment of a letter grade for local workforce development boards based on criteria including performance accountability measures, return on investment and improvement of the long-term self-sufficiency of participants.
- Authorizing the Department of Economic Opportunity to prepare a federal waiver to be submitted by the Governor to create greater flexibility and strategic investment in Florida's WIOA implementation.
- Charging the Labor Market Estimating Conference as the entity responsible for determining Florida's real-time supply and demand in the labor market.
- Providing guidelines for consistency of data collection across the workforce and education systems.
- Directing the Department of Education, working with other entities, to develop a workforce development metrics dashboard that shows the impact of workforce-related programs on credential attainment, training completion, degree attainment and participants' wages.
- Requiring the Department of Economic Opportunity, with input from the state workforce development board and others, to establish WIOA eligible training provider criteria focused on participant outcomes.
- Establishing the Open Door Grant Program to create a demand-driven supply of credentialed workers for high-demand occupations and expand the affordability of workforce training, certification and credentialing programs.

# FEDERAL FUNDING, STATEWIDE INVESTMENT, LOCAL IMPACT

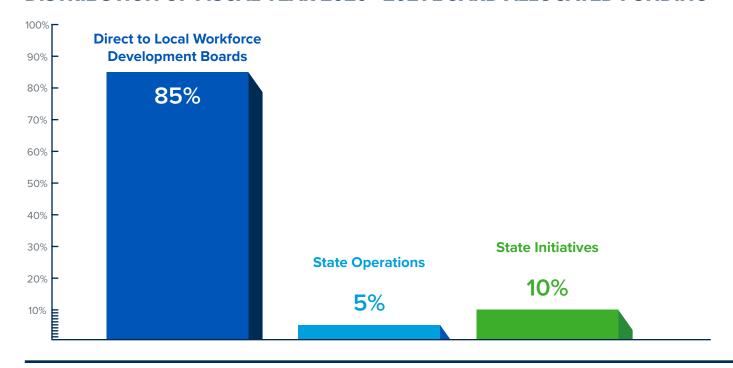
Florida's workforce system is funded primarily through federal dollars. Upon approval of the CareerSource Florida Board of Directors and in alignment with federal funding formulas, the majority of these funds are distributed to the 24 local workforce development boards to directly support employment and training services for businesses and job seekers statewide.

#### FISCAL YEAR 2020 - 2021 BOARD-ALLOCATED FUNDING





#### **DISTRIBUTION OF FISCAL YEAR 2020 - 2021 BOARD-ALLOCATED FUNDING**





## COLLABORATE. INNOVATE. LEAD.

**OUR** 

These are the pillars of the CareerSource Florida network — they represent the foundation of our achievements as a national model for workforce development and reflect our vision for Florida to be the global leader for talent.

COMMITMENT

## OUR MISSION

The Florida workforce system connects employers with qualified, skilled talent and Floridians with employment and career development opportunities to achieve economic independence and prosperity.

#### OUR VALUES

Business-Driven, Continuous Improvement, Integrity, Talent Focus and Purpose-Driven

#### OUR PROMISE

Florida's workforce system promises a dedicated team of professionals who possess an understanding of your needs. Uniquely positioned, we offer assets, expertise and effective partnerships to deliver seamless and efficient services, demonstrate our value to all customers through results and drive economic priorities through talent development.



# BUSINESS SERVICES AND OUTCOMES



A vital component of Florida's economic growth is ensuring businesses have resources to hire and train new and existing employees. CareerSource Florida's two training grant programs are customizable and business-driven to help employers of all sizes and across many industries grow and compete. The Quick Response Training program, funded by

Florida's Governor and legislature, supports businesses needing to train new hires. The federally funded Incumbent Worker Training program helps employers, especially small businesses, stay competitive in an evolving business environment.

# QUICK RESPONSE TRAINING

\$8.4M

in Quick Response Training grants to 16 businesses,3,071 projected trainees

# INCUMBENT WORKER TRAINING

\$5.9M

in Incumbent Worker Training grants to 122 businesses, **4,340** projected trainees

#### BUSINESS SERVED

**53,703** 

Healthcare: **4,329** Manufacturing: **4,751** 



# JOB SEEKER SERVICES AND OUTCOMES



JOB SEEKERS ASSISTED BY THE CAREERSOURCE FLORIDA NETWORK NOW EMPLOYED:

96,293

5,800 military veterans assisted, now employed



**ONLINE JOB POSTINGS** (June 2021)

528,300\*

**JOBS GAINED** (June 2020 - June 2021)

358,300

As of October 2021, Florida has experienced **18 consecutive months** of private-sector job growth.

\*The Conference Board®

# HIRING OUR HEROES: VETERANS SERVICES

Over the past eight years, more than 6,710 veterans and military family members have participated in Paychecks for Patriots events.

#### **VETERANS PERFORMANCE INCENTIVE AWARDS**







**MEDIUM CATEGORY** 



SMALL CATEGORY

"We owe the freedoms we enjoy as Americans to our military veterans, and I am focused on ensuring Florida is the best state in the nation for those who have served to find great jobs, start or grow businesses and support their families," said Governor Ron DeSantis. "Business is booming in Florida, and employers are looking for the leadership skills, training and teamwork military veterans bring to the workforce."

### REAL STORIES, REAL RESULTS

From career exploration programs to financial aid for job training, the CareerSource Florida network offers a variety of customized solutions to help job seekers and businesses achieve their goals. Here's what they are saying:



CareerSource Capital Region connected Tamara, a returning citizen and single mother, to the REfire Culinary program. This training program provides basic skills training, job experience and job placement support to people who have been convicted of felonies. The curriculum is developed by professional chefs and culinary educators and prepares graduates to fill talent gaps in Tallahassee's retail food sector.

"This opportunity gave me the ability to get my own apartment and I was able to get my son back and provide a stable environment for him. Since I have been at Cracker Barrel, I have received the highest ranking for kitchen positions. Until this month, I have walked to and from work every day. But I was able to take many steps to regain my driver's license yesterday."

Tamara, CareerSource Capital Region, REfire Culinary program graduate



Richard participated in the Department of Defense's SkillBridge program, an opportunity for military service members to gain valuable civilian work experience through specific industry training, apprenticeships or internships during the last 180 days of service. SkillBridge connects service members with industry partners in real-world job experiences.

"CareerSource Okaloosa Walton helped me obtain an internship with Titan Technologies through the Department of Defense SkillBridge Program. This program provides an early exit from military service to assist with transitioning from military life to the civilian workforce. I could not be more thankful for this opportunity with Titan Technologies, as it provided invaluable insight into an industry-leading company's daily operations. At the end of my SkillBridge internship, Titan Technologies extended an employment offer to me as a technical project manager."

Richard, CareerSource Okaloosa Walton, Department of Defense SkillBridge program participant



Osvardo was laid off from his job as a result of the COVID-19 pandemic. He took this opportunity to work toward his lifelong goal of becoming a commercial truck driver. CareerSource Brevard provided tuition assistance for Osvardo to attend Roadmaster Driving School to earn a Class A commercial driver's license. He successfully completed the program and is employed with Werner Enterprises, Inc.

"This training has given me all the tools I need to become successful and provide my family with job security, quality pay and full benefits. This grant helped me achieve the best for myself and my family by attending school and earning my CDL license."

Osvardo, CareerSource Brevard, Dislocated Worker program participant

### **APPRENTICESHIPS: A GROWING OPPORTUNITY IN FLORIDA**

Florida is focused on increasing apprenticeship opportunities as a proven career pathway in Florida's targeted industries.

The momentum began to build when Florida was among 36 states awarded a \$1.5 million federal ApprenticeshipUSA grant in 2016. This grant to the Florida Department of Economic Opportunity in partnership with the Department of Education and CareerSource Florida was earmarked specifically to support system change to improve processes and increase access to registered apprenticeship programs for businesses and individuals looking to embark on in-demand career paths.

The CareerSource Florida Board of Directors has allocated \$1.25 million since 2020 to support the expansion of registered apprenticeships, including \$750,000 to establish Apprenticeship Navigator positions at local workforce development boards statewide.

Florida's investment is paying off. Under the leadership of Governor Ron DeSantis and with the support of the Florida Legislature, the three state partners continue to build on that momentum and have made significant progress in modernizing and expanding participation in registered apprenticeships in target industries across the state. We have increased the number of registered apprenticeship programs by nearly 58% over the past few years, from 201 in 2016 to 300 today. The number of Floridians taking advantage

of registered apprenticeships to earn while they learn has shot up from 9,558 in 2016 to nearly 16,000 today - a nearly 65% increase.

More than 3,300 Florida employers are now participating in registered apprenticeships. At least 11 of our local workforce development board partners are actively assisting employers to partner with or sponsor multiple registered apprenticeship programs in a variety of occupations. This remarkable growth in registered apprenticeships is a result of the concerted effort, driven by our Governor, our legislature, and the leaders of DOE, DEO and CareerSource Florida, to strengthen Florida's workforce through training and education.

It is worth noting, as several state agencies work to implement the 2021 REACH Act, that registered apprenticeships will be considered a de facto credential of value on the state's new Master Credentials List beginning next year.

Systems change is not easy or quick, but CareerSource Florida is committed to making process improvements that will bring this timetested workforce development strategy to businesses needing to grow their workforce and Floridians needing to grow their employability skills and careers.



## ACCOUNTABILITY AND TRANSPARENCY

Accountability and transparency are top priorities for CareerSource Florida as an organization and as a network of local workforce development boards dedicated to delivering meaningful performance outcomes while ensuring investments and actions earn and protect the public trust. Please see the following required audits and reports at this link:

#### https://careersourceflorida.com/about-us/public-records/

- > 2020-2021 Financial Statements and Audit Report
- ▶ 2020-2021 Annual Financial Compliance Monitoring Report

Please see the following required investigations and reports at this link:

http://www.floridajobs.org/local-workforce-development-board-resources/program-monitoring-and-reports/2020-usdol-s-compliance-review-and-responses

- Florida Department of Economic Opportunity Compliance Review Response September 30, 2020
- ▶ USDOL Compliance Review Report January 15, 2021
- ▶ USDOL Compliance Review Report February 18, 2021



### OUR **CHAMPIONS**

In celebration of the dedicated and accomplished team members from each local workforce development board, leaders of the CareerSource Florida network recognized the following 2020-2021 Leadership Award winners at the annual Workforce Professional Development Summit:



**BARBARA K. GRIFFIN WORKFORCE EXCELLENCE AWARD:** 

**ERNEST CONEY JR.** 





**CAREERSOURCE FLORIDA PROFESSIONAL WORKFORCE EXCELLENCE AWARD:** 

CARMEN HILBERT





FLORIDA WORKFORCE CHAIRS' ALLIANCE **LIGHTHOUSE AWARD:** 

SHANNON WALDING





**GOODWILL EMISSARY:** 

**ELIZABETH WETHERINGTON** 





**LEADERSHIP AMBASSADOR:** 

**DON SHEPHERD** 





**SERVICE INNOVATOR:** 

**ALEXIS ECHEVERRIA** 





**WORKFORCE ADVOCATE:** 







**WORKFORCE PARTNER AWARD:** 

**WAYNE JENNINGS** 





A proud partner of the American **Job** Center network

careersourceflorida.com | (850) 792-5242

CareerSource Florida is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Disponible in Español.

#### **CareerSource Florida, Inc.**

## Financial Statements and Other Financial Information

Years ended June 30, 2021 and 2020



## CareerSource Florida, Inc. Table of Contents Years ended June 30, 2021 and 2020

	Page
REPORT	
Independent Auditors' Report	1
MANAGEMENT'S DISCUSSION AND ANALYSIS	4
BASIC FINANCIAL STATEMENTS	10
Statements of Net Position	10
Statements of Activities	11
Balance Sheets – Governmental Fund Type – General Fund	12
Reconciliation of the Balance Sheets of the Governmental Fund	
to the Statements of Net Position	13
Statements of Revenues, Expenditures and Changes in Fund	
Balance – Governmental Fund Type – General Fund	14
Reconciliation of the Statements of Revenues, Expenditures,	
and Changes in Fund Balance of the Governmental Fund	15
to the Statements of Activities	15
Notes to Financial Statements	16
OTHER REPORTS	
Independent Auditors' Report on Internal Control Over Financial Reporting and	
on Compliance and Other Matters Based on an Audit of Financial Statements  Performed in Accordance with Government Auditing Standards	28
Terrormed in Accordance with Government Additing Standards	20
Independent Auditors' Report on Compliance for each Major Federal Program and	
Each Major State Project and Report on Internal Control Over Compliance	
Required by the Uniform Guidance and Chapter 10.650,  Rules of the Auditor General	30
nates of the hadron deneral	30
OTHER FINANCIAL INFORMATION	
Schedule of Expenditures of Federal Awards and	22
State Financial Assistance	33
Notes to Schedule of Expenditures of Federal Awards and	
State Financial Assistance	34
Schedule of Findings and Questioned Costs	36





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(850) 878-8777 (850) 878-2344 (fax) CRIcpa.com

#### **INDEPENDENT AUDITORS' REPORT**

The Board of Directors CareerSource Florida, Inc. Tallahassee, Florida

#### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the major fund of CareerSource Florida, Inc. as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise CareerSource Florida, Inc.'s basic financial statements as listed in the table of contents.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

#### **Auditors' Responsibility**

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Board of Directors CareerSource Florida, Inc. Page 2

#### **Opinions**

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of CareerSource Florida, Inc. as of June 30, 2021, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### **Report on Summarized Comparative Information**

We have previously audited CareerSource Florida, Inc.'s 2020 basic financial statements, and we expressed an unmodified audit opinion on those audited basic financial statements in our report dated September 30, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2020, is consistent, in all material respects, with the audited basic financial statements from which it has been derived.

#### **Other Matters**

#### Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4-9 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise CareerSource Florida, Inc.'s basic financial statements. The schedule of expenditures of federal awards and state financial assistance is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and Chapter 10.650, Rules of the Auditor General, and is not a required part of the basic financial statements.

Board of Directors CareerSource Florida, Inc. Page 3

#### Other Information (Continued)

The schedule of expenditures of federal awards and state financial assistance is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards and state financial assistance is fairly stated in all material respects in relation to the basic financial statements as a whole.

#### Other Reporting Required by Government Auditing Standards

Can Rigge & Ingram, L.L.C.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 29, 2021 on our consideration of CareerSource Florida, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of CareerSource Florida, Inc.'s internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering CareerSource Florida, Inc.'s internal control over financial reporting and compliance.

CARR, RIGGS & INGRAM, LLC

Tallahassee, FL September 29, 2021



This discussion and analysis of CareerSource Florida, Inc.'s financial performance provides an overview of its financial activities for the fiscal year ended June 30, 2021. This analysis should be read in conjunction with the independent auditors' report (pages 1-3) and the basic financial statements, which begin on page 10.

#### **Financial Highlights**

Assets of CareerSource Florida, Inc. exceeded its liabilities at the close of the most recent fiscal year by \$1,273,234 (net position of \$1,048,431 is unrestricted). Assets exceeded liabilities at the close of the prior fiscal year by \$1,307,203 (net position of \$1,015,319 is unrestricted).

Government assistance, including pass-through grants, accounted for \$20,141,496 and \$16,293,436 in revenue for the years ended June 30, 2021 and 2020, respectively.

For the years ended June 30, 2021 and 2020, CareerSource Florida, Inc. spent \$2,192,293 and \$3,044,712, respectively, for Incumbent Worker Training programs, \$10,068,250 and \$5,190,045, respectively, for Quick Response Training, and \$7,914,966 and \$8,211,408, respectively, in other program costs, which include general, administrative, and contractual expenses. For the year ended June 30, 2021, CareerSource Florida, Inc. incurred \$20,175,509 in total expenses for a total increase of \$3,726,209 or 22.65% from the prior year. For the year ended June 30, 2020, CareerSource Florida, Inc. incurred \$16,449,300 in total expenses for a total decrease of \$899,680 or 5.19% from the prior year.

#### **Overview of Financial Statements**

This discussion and analysis is intended to serve as an introduction to CareerSource Florida, Inc.'s basic financial statements. The basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements.

#### **Government-wide Financial Statements**

The Government-wide Financial Statements are designed to provide readers with a broad overview of CareerSource Florida, Inc.'s finances, in a manner similar to a private-sector business. CareerSource Florida, Inc.'s government-wide financial statements include the statement of net position and the statement of activities.

The Statement of Net Position presents financial and capital resources of CareerSource Florida, Inc. Assets are reported when CareerSource Florida, Inc. acquires ownership over assets and liabilities are reported when they are incurred, regardless of the timing of the related cash flows. The difference between CareerSource Florida, Inc.'s total assets and total liabilities is net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position is improving or deteriorating.

The Statement of Activities presents revenue and expenses and shows how CareerSource Florida, Inc.'s net position changed during the most recent fiscal year. All changes in net position are reported in a manner similar to the approach used by a private-sector business in that revenues are recognized when earned or established criteria are satisfied and expenses are reported when incurred. Accordingly, revenues are reported even when they may not be collected for several months after the end of the accounting period and expenses are recorded even though they may not have used cash during the period.

#### **Fund Financial Statements**

Fund financial statements consist of a balance sheet and a statement of revenues, expenditures, and changes in fund balances. These statements are prepared on an accounting basis that is significantly different from that used to prepare the government-wide financial statements.

In general, these financial statements have a short-term emphasis and, for the most part, measure and account for the cash and other assets that can easily be converted to cash. For example, amounts reported on the balance sheet include items such as cash and receivables collectible within a short period of time, but do not include capital assets such as land and buildings. Fund liabilities include amounts that are to be paid within a short period after the end of the fiscal year. The difference between a fund's total assets and total liabilities is labeled as fund balance, and generally indicates the amount that can be used to finance the next fiscal year's activities.

#### **Notes to the Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. They can be found on pages 16-27 of this report.

In addition to the basic financial statements and accompanying notes, this report also presents a Schedule of Expenditures of Federal Awards and State Financial Assistance, which can be found on page 33. This schedule lists all Federal and State grants awarded to CareerSource Florida, Inc. and the related expenditures for the fiscal year ended June 30, 2021.

#### **Government-wide Financial Analysis**

One of the most important questions asked about CareerSource Florida, Inc.'s finances is, "Is CareerSource Florida, Inc., as a whole, better off or worse off as a result of the year's activities?" The statement of net position and the statement of activities report information about CareerSource Florida, Inc.'s activities in a way that will help answer this question. These two statements report the net position of CareerSource Florida, Inc. and changes in them during the last reporting period. You may think of CareerSource Florida, Inc.'s net position — the difference between assets and liabilities — as one way to measure financial health or financial position. Over time, increases or decreases in CareerSource Florida, Inc.'s net position are one indicator of whether its financial health is improving or deteriorating. However, you will need to consider other non-financial factors such as changes in interest rates, economic conditions, regulations, and new or changed governmental legislation

The following schedule is a summary of the fiscal year 2021 Statement of Net Position, which can be found on page 10 of this report with comparative information for the fiscal years 2020 and 2019.

### CONDENSED FINANCIAL STATEMENTS CAREERSOURCE FLORIDA, INC.'S STATEMENT OF NET POSITION

	2021	2020	2019
Current and other assets	\$ 9,784,138	\$ 14,508,964	\$ 19,468,846
Capital assets	224,803	291,884	376,620
Total assets	10,008,941	14,800,848	19,845,466
Long-term liabilities outstanding	202,511	252,405	199,442
Other liabilities	8,533,196	13,241,240	18,192,323
Total liabilities	8,735,707	13,493,645	18,391,765
Net position			
Net investment in capital assets	224,803	291,884	376,620
Unrestricted	1,048,431	1,015,319	1,077,081
Total net position	\$ 1,273,234	\$ 1,307,203	\$ 1,453,701

As noted earlier, changes in net position may serve over time as a useful indicator of an organization's financial position. For the year ended June 30, 2021, CareerSource Florida, Inc.'s net position is \$1,273,234, which is a decline of \$33,969 in net position for the year. This decrease in net position represented a decrease of approximately 2.60% from the \$1,307,203 net position in 2020, and is the result of a decrease in capital assets due to depreciation and amortization in 2021, net of the increase in unrestricted funds. For the year ended June 30, 2020, CareerSource Florida, Inc.'s net position is \$1,307,203, which is a decline of \$146,498 in net position for the year. This decrease in net position represented a decrease of approximately 10.08% from the \$1,453,701 net position in 2019, and is the result of a decrease in unrestricted funds in 2020, net of the decrease in capital assets due to depreciation and amortization. The majority of CareerSource Florida, Inc.'s net position is unrestricted and can be used for operations and program related expenses.

The following chart is a summary of the information presented in the 2021 Statement of Activities found on page 11 of this report, with comparative information in 2020 and 2019.

#### CAREERSOURCE FLORIDA, INC.'S STATEMENT OF ACTIVITIES

	2021	2019		
Revenues				
Operating grants and contributions	\$ 20,141,496	\$ 16,293,436	\$	17,343,244
Other income	44	9,366		6,936
Total revenues	20,141,540	16,302,802		17,350,180
Expenses				
Program services:				
Incumbent worker training	2,192,293	3,044,712		2,798,683
Quick response training	10,068,250	5,190,045		7,091,168
Performance model funding	-	3,135		142,314
Other program costs	7,914,966	8,211,408		7,316,815
Total expenses	20,175,509	16,449,300		17,348,980
Change in net position	(33,969)	(146,498)		1,200
Net position at beginning of year	1,307,203	1,453,701		1,452,501
Net position at end of year	\$ 1,273,234	\$ 1,307,203	\$	1,453,701

Governmental activities decreased CareerSource Florida, Inc.'s net position by \$33,969, or by 2.60%, for the year ended June 30, 2021, and decreased CareerSource Florida, Inc.'s net position by \$146,498, or by 10.08%, for the year ended June 30, 2020. The following information related key points regarding the financial activities that significantly impacted the change in net assets:

- Operating grant revenues increased by \$3,848,060, or 23.62%, in 2021. This resulted from an increase in the amount of requested reimbursements in the Quick Response Training grant program in the current year. Operating grant revenues decreased by \$1,049,808, or 6.05%, in 2020. This resulted from a decrease in the amount of requested reimbursements in the Quick Response Training grant program in the year.
- Incumbent Worker Training (IWT) grant reimbursements decreased by \$852,419, or 28.00%, in 2021, and increased by \$246,029, or 8.79%, in 2020. IWT expenses are incurred on a reimbursement-request basis and are subject to timing variances. For the year ended June 30, 2021, CareerSource Florida, Inc. received and processed a decrease in requested reimbursements, and for the year ended June 30, 2020, CareerSource Florida, Inc. received and processed an increase in requested reimbursements.
- Quick Response Training (QRT) grant assistance increased by \$4,878,205, or 93.99%, in 2021, and decreased by decreased by \$1,901,123, or 26.81%, in 2020. QRT expenses are incurred on a reimbursement-request basis and are subject to timing variances; thus, these changes are a result of timing variances pertaining to award issuance and subsequent reimbursement requested. For the year ended June 30, 2021, CareerSource Florida, Inc. received and processed an increase in requested reimbursements, and for the year ended June 30, 2020, CareerSource Florida, Inc. received and processed a decrease in requested reimbursements.

• Other Program Costs decreased by \$296,442, or 3.61%, in 2021. This decrease is due mostly to the net decrease in program costs for public outreach services facilitating public awareness of the workforce system services, resources and full-service public relationships, CTE audit licenses for State team and CareerSource Florida team, other licensing for statewide use and operation of Salesforce platform. Other Program Costs increased by \$894,593, or 12.23%, in 2020. This increase is due mostly to the net increase in program costs for public outreach services facilitating public awareness of the workforce system services, resources and full service public relationships, CTE audit licenses for State team and CareerSource Florida team, other licensing for statewide use and operation of Salesforce platform, and increased technical assistance professional services to further the Apprenticeship initiatives with the local workforce development boards.

#### **Fund Financial Analysis**

As noted earlier, CareerSource Florida, Inc. also presents fund financial statements to provide information on near-term inflows, outflows, and balances of spendable resources. CareerSource Florida, Inc. has one governmental fund (the General Fund). The financial operations of the General Fund are included in the Statement of Revenues, Expenditures, and Changes in Fund Balance, which begin on page 14 of this report.

The following are significant highlights of the general fund financial statements:

- At June 30, 2021, total assets were \$9,784,138, of which cash accounted for 68.32% of the total balance. At June 30, 2020, total assets were \$14,508,964, of which cash accounted for 76.73% of the total balance.
- Cash decreased a total of \$4,447,361 in 2021 for a balance of \$6,684,918 at June 30, 2021. This was the result of a remittance of unspent state level general revenue QRT funds back to the State of Florida during the year and QRT program disbursements exceeding funds received. Cash decreased a total of \$5,600,213 in 2020 for a balance of \$11,732,279 at June 30, 2020. This was the result of a remittance of unspent state level general revenue QRT funds back to the State of Florida during the year.
- Total general fund liabilities at June 30, 2021 were \$8,533,196, of which unearned revenues accounted for approximately 76.73% of the total. The decrease in the deferred revenue balance resulted from a remittance of unspent state level general revenue QRT funds back to the State of Florida during the year and QRT program disbursements exceeding funds received. Total general fund liabilities at June 30, 2020 were \$13,241,240, of which unearned revenues accounted for approximately 85.34% of the total. The decrease in the deferred revenue balance resulted from a remittance of unspent state level general revenue QRT funds back to the State of Florida during the year.
- Total General Fund revenues were \$20,141,540 for the period ended June 30, 2021, an increase of \$3,838,738 or 23.55%. This increase was driven by more dollars being requested for reimbursement by QRT grantees. Total General Fund revenues were \$16,302,802 for the period ending June 30, 2020, a decrease of \$1,047,378, or 6.04%. This decrease was driven by less dollars being requested for reimbursement by QRT grantees
- Total expenditures increased by \$3,846,721 in 2021, or 23.58%. This was primarily the result of increased spending of the QRT grant. Total expenditures increased by \$1,060,274 in 2020, or 6.10%. This was primarily the result of decreased spending of the QRT grant.

#### **Capital Asset Administration**

CareerSource Florida, Inc.'s investment in capital assets as of June 30, 2021 and 2020 amounts to \$224,803 and \$291,884, respectively (net of accumulated depreciation and amortization). Additional information on CareerSource Florida, Inc.'s capital assets can be found in Note 3 on pages 23-24 of this report.

#### **Economic Factors**

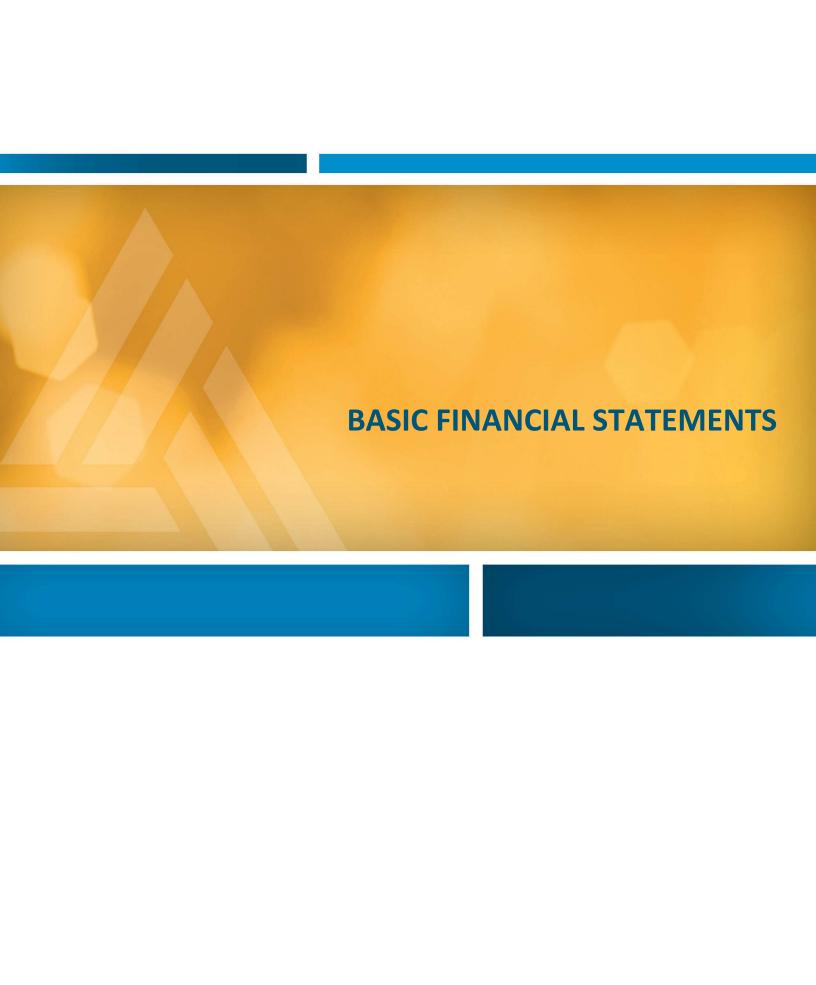
In accordance with the Workforce Innovation and Opportunity Act of 2014, CareerSource Florida, Inc. operates throughout the state as the primary workforce policy organization on behalf of the State of Florida. CareerSource Florida, Inc. accomplishes this by linking workforce and economic development strategies through business-driven initiatives and programs to ensure that Florida's Workforce has the skills that will meet current and future business needs. Florida businesses continue to cite workforce issues as their most important concern, according to surveys undertaken by various business associations. This concern is consistent with national studies highlighting the difficulties of finding and keeping qualified workers. Additionally, the growing prominence of the technology and biotechnology sectors increases the need to produce skilled workers.

Since Florida's economy is linked to both national and global economic markets which are impacted and driven by major changes and advancements in technology, the challenges facing CareerSource Florida, Inc. will never be completely accomplished and must be continuously adapted to meet these challenges from year to year. CareerSource Florida, Inc. also promotes an environment where Floridians have the opportunity to upgrade their education and skills to obtain jobs that lead to economic self-sufficiency.

Funding for CareerSource Florida, Inc., its initiatives and operations, is derived from legislative appropriations from revenues collected by the State of Florida and Federal workforce training funds. In addition to funds for general operational costs of the Board and direct staff, CareerSource Florida, Inc. receives funding for two customized training programs the Quick Response Training and Incumbent Worker Training programs.

#### **Request for Information**

This financial report is designed to provide a general overview of CareerSource Florida, Inc.'s finances. Questions concerning any of the information provided in this report or requests for additional information should be addressed to CareerSource Florida, Inc., PO Box 13179, Tallahassee, FL 32317.



## CareerSource Florida, Inc. Statements of Net Position

June 30,	202:	_	2020
Assets			
Current assets			
Cash and cash equivalents	\$ 6,684,918	\$ \$	11,132,279
Grants and contracts receivable	2,935,203	-	2,995,918
Prepaid expenses	163,517		380,267
Total current assets	9,783,638		14,508,464
Noncurrent assets			
Capital assets, net	224,803	3	291,884
Other assets	500	)	500
Total noncurrent assets	225,303	3	292,384
Total assets	\$ 10,008,943	L \$	14,800,848
Liabilities			
Current liabilities	4		
Accounts payable and accrued liabilities	\$ 1,985,369	-	
Unearned revenue	6,547,82		11,299,998
Total current liabilities	8,533,190	<u> </u>	13,241,240
10.1.190			
Long-term liabilities			252 425
Compensated absences	202,513		252,405
Total long-term liabilities	202,513		252,405
Total liabilities	8,735,70	,	13,493,645
Net Position			
Net investment in capital assets	224,803	3	291,884
Unrestricted	1,048,43	L	1,015,319
Total net position	1,273,234	,	1,307,203
Total liabilities and net position	\$ 10,008,94	L \$	14,800,848

## **CareerSource Florida, Inc. Statements of Activities**

										9	Summarized
For the years ended June 30,									2021		2020
								N	let (Expense	) Re	venue and
			P	rog	ram Revenue	es			Changes in I	Net	Position
	•				Operating	Capit	al Grants				
		Charg	es for		<b>Grants and</b>		and				
Functions/Programs	Expenses	Sei	rvices	C	ontributions	Cont	ributions		Governmen	tal	Activities
Governmental Activities											
Economic environment											
Incumbent worker training	\$ 2,192,293	\$	-	\$	2,192,293	\$	-	\$	-	\$	_
Quick response training	10,068,250	•	-		10,068,250	-	-	•	_		_
Other program costs	7,914,966		-		7,880,953		-		(34,013)		(155,864)
Total governmental activities	20,175,509		-		20,141,496		-		(34,013)		(155,864)
General Revenues											
Miscellaneous									44		9,366
Total general revenues									44		9,366
Change in net position									(33,969)		(146,498)
Net position at beginning of year									1,307,203		1,453,701
Net position at end of year								\$	1,273,234	\$	1,307,203

## CareerSource Florida, Inc. Balance Sheets Governmental Fund Type – General Fund

6,684,918	\$	11,132,279
2,935,203		2,995,918
164,017		380,767
9,784,138		14,508,964
9,784,138	\$	14,508,964
1,985,369	\$	1,941,242
6,547,827		11,299,998
8,533,196		13,241,240
164.017		200 767
•		380,767
1,086,925		886,957
1,250,942		1,267,724
9,784,138	\$	14,508,964
	2,935,203 164,017 9,784,138 9,784,138 1,985,369 6,547,827 8,533,196 164,017 1,086,925	164,017 9,784,138 9,784,138 \$ 1,985,369 6,547,827 8,533,196 164,017 1,086,925 1,250,942

## CareerSource Florida, Inc. Reconciliation of the Balance Sheets of the Governmental Fund to the Statements of Net Position

June 30,	2021	2020
Total fund balance of governmental fund	\$ <b>1,250,942</b> \$	1,267,724
Amounts reported for governmental activities in the statement of net position are different because:		
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds. These liabilities consist of:		
Compensated absences	(202,511)	(252,405)
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the fund.	224,803	291,884
Net position of governmental activities	\$ <b>1,273,234</b> \$	1,307,203

## CareerSource Florida, Inc. Statements of Revenues, Expenditures, and Changes in Fund Balance Governmental Fund Type – General Fund

For the years ended June 30,		2021	2020
Revenues	_		
Intergovernmental revenue	\$	20,141,496	\$ 16,293,436
Miscellaneous		44	9,366
Total revenues		20,141,540	16,302,802
Expenditures			
Economic environment			
Current			
Salaries and benefits		3,299,772	3,087,008
Other program costs		3,154,941	3,245,418
Professional fees and consultants		90,997	497,171
Administration contracts		324,486	318,132
Dues and subscriptions		620,869	504,572
Occupancy		215,484	209,761
Sponsorships		-	15,000
Travel		15,395	58,051
Board meetings and travel		21,466	31,034
Telephone and communications		45,254	46,575
Office expenses		48,818	21,321
Training and registrations		18,644	24,228
Capital outlay		28,196	4,811
Insurance		13,457	13,762
Grants and aids		12,260,543	8,234,757
Total expenditures		20,158,322	16,311,601
Net change in fund balance		(16,782)	(8,799)
Fund balance at beginning of year		1,267,724	1,276,523
Fund balance at end of year	\$	1,250,942	\$ 1,267,724

# CareerSource Florida, Inc. Reconciliation of the Statements of Revenues, Expenditures, and Changes in Fund Balance of the Governmental Fund to the Statements of Activities

June 30,	2021	2020
Net change in fund balance - total governmental fund	\$ (16,782) \$	(8,799)
Amounts reported for governmental activities in the statement of activities are different because:		
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the governmental funds:		
Change in compensated absences	49,894	(52,963)
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense:		
Capital outlay Depreciation and amortization expense Loss on disposal of capital assets	28,196 (95,162) (115)	4,811 (89,547) -
Change in net position of governmental activities	\$ (33,969) \$	(146,498)

### CareerSource Florida, Inc. Notes to Financial Statements

#### **Note 1: SUMMARY SIGNIFICANT ACCOUNTING POLICIES**

#### **Reporting Entity**

CareerSource Florida, Inc. ("CareerSource Florida" or "the Organization") is a not-for-profit corporation created by Chapter 445 of the Florida Statutes. Chapter 2000-165, Laws of Florida, known as the *Workforce Innovation Act of 2000*, superseded by the *Workforce Innovation and Opportunity Act of 2014* (WIOA), created the corporation, which became effective July 1, 2000. This corporation is required to be registered, incorporated, organized, and operated in compliance with Chapter 617, Florida Statutes, as a nonentity of State government.

CareerSource Florida is the principal workforce policy organization for the State of Florida and the local workforce boards. The Florida Workforce System connects employers with qualified, skilled talent and Floridians with employment and career development opportunities to achieve economic prosperity. The Organization is administratively housed within the Department of Economic Opportunity (DEO), and contracts with DEO to implement its strategic policies and administer the workforce system.

CareerSource Florida is governed by a Board of Directors (the Board), whose membership and appointment is determined by the Governor of the State of Florida and must be consistent with Public Law No. 113-128, Title I, Section 101(b) since it serves as the State's Workforce Investment Board pursuant to law.

Though the State of Florida appoints the Board, it has no further accountability. Therefore, for financial reporting purposes, CareerSource Florida is a related organization of the State. There are no component units included in the accompanying financial statements.

The accounting policies of the Organization conform to generally accepted accounting principles (GAAP) as applied to governmental units. The more significant accounting policies used by the Organization are described below. The Organization's reporting entity applies all relevant Governmental Accounting Standards Board (GASB) pronouncements.

#### **Government-Wide Financial Statements**

The government-wide financial statements (i.e., the statements of net position and the statements of activities) report information on all of the nonfiduciary activities of CareerSource Florida. The focus of the government-wide statements is on the sustainability of CareerSource Florida as an entity and the change in aggregate financial position resulting from the activities of the fiscal period.

The statements of activities demonstrate the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function. *Program revenues* include operating grants and contributions used to recover expense of a given function or program. Other items not properly included among program revenues are reported instead as *general revenues*.

## CareerSource Florida, Inc. Notes to Financial Statements

#### Note 1: SUMMARY SIGNIFICANT ACCOUNTING POLICIES (Continued)

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from the governmental fund.

#### **Fund Financial Statements**

The fund financial statements provide information about CareerSource Florida's governmental fund. Separate statements for the governmental fund are presented. CareerSource Florida reports one governmental fund, the *General Fund*, which is used to account for all financial resources of the Organization.

#### Measurement Focus, Basis of Accounting and Financial Statement Presentation

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The government-wide financial statements are reported using the *economic resources* measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the *current financial resources* measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to compensated absences are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds.

Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year-end). All other revenue items are considered to be measurable and available only when cash is received by the Organization.

#### **Budgetary Information**

GASB requires budgetary comparisons to be presented for the general fund that has a legally adopted budget. Management has determined that CareerSource Florida is not legally required to adopt an operating budget by the DEO, Florida Statutes, or any federal regulation. Therefore, no budgetary comparison schedules have been presented.

#### **Use of Estimates**

The preparation of U.S. GAAP financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and changes therein, and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the reporting period. Actual results could differ from those estimates.

#### **Comparative Financial Information**

The financial statements include certain prior-year summarized comparative information in total. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended June 30, 2020, from which the summarized information was derived.

#### Cash and Cash Equivalents

CareerSource Florida's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of three months or less from the date of acquisition.

#### **Grants and Contracts Receivable**

Grants and contracts receivable consist primarily of amounts due from the DEO. Management determines the allowance for doubtful accounts based on specific identification and a general reserve based on management's experience with prior collections and the current economic environment. Management's estimate of potential uncollectible amounts associated with grants and contracts receivable is immaterial; accordingly, no allowance for doubtful accounts has been recorded.

#### **Capital Assets**

Capital assets, which include property and equipment, are reported in the government-wide financial statements. Capital assets are defined by CareerSource Florida as assets with an initial, individual cost of more than \$1,000 and an estimated useful life in excess of one year. As the Organization acquires additional capital assets each period they are capitalized and reported at historical cost. The reported value excludes normal maintenance and repairs which are essentially amounts spent in relation to capital assets that do not increase the capacity or efficiency of the item or increase its estimated useful life. Donated capital assets are recorded at their estimated acquisition value at the date of donation. Property and equipment are depreciated using the straight line method over the following estimated useful lives:

Leasehold improvements5 YearsOffice furniture7 YearsOffice equipment and computers5 Years

Capital assets acquired by CareerSource Florida are considered to be owned by the Organization. However, funding sources may maintain an equitable interest in the property purchased with grant monies as well as the right to determine the use of any proceeds from the sale of these assets. The Federal government has a reversionary interest in those assets purchased with its funds which have a cost of \$5,000 or more and an estimated useful life of at least one year.

#### **Compensated Absences**

CareerSource Florida has two distinct employee groups. The first employee group includes permanent full-time employees of CareerSource Florida. The second group includes State of Florida employees assigned on a full-time basis to CareerSource Florida. The Organization pays the salary and benefits of the state employees assigned to its operations. The benefit and compensated absence policy is slightly different for the two groups as follows:

- Permanent full-time employees are granted vacation benefits in varying amounts to specified maximums depending on tenure with the Organization. CareerSource Florida employees' annual leave balances in excess of 360 hours will be transferred to sick leave on an hour-for-hour basis. Sick leave is accrued but generally only paid out at 25% of the accrued balance after ten years of service up to a stated maximum. However, the employment contract with the President stipulates that sick leave is paid in accordance with the employment contract.
- State of Florida employees assigned to the Organization receive the same benefits, including compensated absences, as State of Florida employees. Vacation accruals are accrued and become vested when earned. Sick leave is generally payable and is accrued at 25% of the leave amount accrued up to 240 or 480 hours maximum, depending on employment classification. Sick accruals become vested upon ten years of employment.

#### Revenue Recognition

Revenues are recognized when earned. CareerSource Florida received advanced funds from the State of Florida to administer the Quick Response Training (QRT) program. Under this program, the Organization awards funds to businesses that provide training to the businesses' employees via local community colleges and/or state universities. CareerSource Florida defers the revenue relating to these programs until the earnings process is substantially complete, which the Organization has determined occurs when the training has taken place and the college or business has submitted requests for reimbursement.

#### **Transferred Investment Income**

As a condition of its grants and in compliance with the Uniform Circular 2 CFR 200.305 as adopted by CareerSource Florida, all interest above \$500 earned on funds advanced from the State of Florida is due and payable to the State of Florida. At June 30, 2021 and 2020, the applicable liability due to the State of Florida is included in accrued liabilities in the statements of net position.

#### Categories and Classification of Fund Equity

Net position flow assumption — Sometimes CareerSource Florida will fund outlays for a particular purpose from both restricted (e.g., restricted grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted — net position and unrestricted — net position in the government-wide financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is CareerSource Florida's policy to consider restricted — net position to have been depleted before unrestricted — net position is applied.

Fund balance flow assumptions – Sometimes CareerSource Florida will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is CareerSource Florida's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

Fund balance policies – Fund balance of governmental funds is reported in various categories based on the nature of any limitations requiring the use of resources for specific purposes. The Organization itself can establish limitations on the use of resources through either a commitment (committed fund balance) or an assignment (assigned fund balance).

#### Categories and Classification of Fund Equity (Continued)

The provisions of GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, specifies the following classifications:

- Nonspendable fund balance Nonspendable fund balances are amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
- Restricted fund balance Restricted fund balances are restricted when constraints placed
  on the use of resources are either: (a) externally imposed by creditors, grantors,
  contributors, or laws or regulations of other governments; or (b) imposed by law through
  constitutional provisions or enabling legislation. As of June 30, 2021 and 2020 there are no
  amounts that are classified as restricted fund balance.
- Committed fund balance The committed fund balance classification includes amounts that can be used only for the specific purposes determined by a formal action of the Organization's highest level of decision-making authority. The Board of Directors is the highest level of decision-making authority for the Organization that can, by adoption of a board resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the board resolution remains in place until a similar action is taken (the adoption of another board resolution) to remove or revise the limitation. As of June 30, 2021 and 2020 there are no amounts that are classified as committed fund balance.
- Assigned fund balance The assigned fund balance consists of amounts that are constrained by a less-than-formal action of the Organization's governing authority, or by an individual or body to whom the governing authority has delegated this responsibility. In addition, residual balances in capital projects and debt service funds are considered assigned for the general purpose of the respective fund. Unlike commitments, assignments generally only exist temporarily. In other words, an additional action does not normally have to be taken for the removal of an assignment. Conversely, as discussed above, an additional action is essential to either remove or revise a commitment. As of June 30, 2021 and 2020 there are no amounts that are classified as assigned fund balance.
- Unassigned fund balance Unassigned fund balance is the residual classification for the General Fund.

#### **Income Taxes**

CareerSource Florida is generally exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. The Organization is exempt from state income taxes on related income pursuant to Chapter 220.13 of the Florida Statutes. As a charitable organization, only unrelated business income, as defined by Section 509(a)(1) of the Internal Revenue Code, is subject to federal income tax. CareerSource Florida currently has no unrelated business income. Therefore, no provision for income taxes has been made in the accompanying financial statements.

#### *Income Taxes (Continued)*

CareerSource Florida has reviewed and evaluated the relevant technical merits of each of its tax positions in accordance with accounting principles generally accepted in the United States of America for accounting for uncertainty in income taxes, and determined that there are no uncertain tax positions that would have a material impact on the financial statements of the Organization.

#### **Functional Allocation of Expenses**

Expenses are charged directly to programs that benefit from the expense where possible, or to the indirect cost pool. Indirect expenses are allocated to programs based on the percentage of total funds from each program utilized across the entire CareerSource Florida Network from the prior quarter.

#### Subsequent Events

Management has evaluated subsequent events through the date that the financial statements were available to be issued, September 29, 2021. See Note 9 for relevant disclosure. No subsequent events occurring after this date have been evaluated for inclusion in these consolidated financial statements.

#### **Recent Accounting Guidance**

In June 2017, the GASB issued Statement No. 87, Leases. The guidance in this statement and its amendments supersedes previous leasing guidance. Under the guidance, lessees are required to recognize lease assets and lease liabilities on the statement of fund net position, unless the lease is a short-term lease or it transfers ownership of the underlying asset. A lessee should reduce the lease liability over the lease term as payments are made and recognize an expense for interest on the liability. The statement is effective for fiscal years beginning after June 15, 2021. Early adoption is permitted. The Organization is currently evaluating the impact of the guidance on its financial statements.

In May 2020, GASB issued Statement No. 96, Subscription-Based Information Technology Arrangements. Under the guidance, governmental organizations are required to recognize a right-to-use subscription asset and corresponding liability on the statement of fund net position for subscription-based information technology arrangements, unless they fall under certain exemptions. The asset and liability are initially measured at the present value of the total subscription payments expected to be made during the subscription term. The liability should be reduced over the subscription term as payments are made, and expense for the interest on the liability is recognized. The statement is effective for fiscal years beginning after June 5, 2022. Early adoption is permitted. The Organization is currently evaluating the impact of the guidance on its financial statements.

#### **Note 2: CASH AND CASH EQUIVALENTS**

Florida Statutes provide for risk sharing collateral pools by banks and savings and loan associations. These pools collateralize local government deposits and certificates of deposit with participating depositories. CareerSource Florida's demand deposits are placed in such authorized depositories.

Custodial credit risk for deposits is the risk that in the event of a bank failure, the Organization's deposits may not be returned or the Organization will not be able to recover collateral securities in the possession of an outside party. At June 30, 2021 and 2020, the carrying amount of CareerSource Florida, Inc.'s deposits was \$6,684,918 and \$11,132,279, respectively, and the bank balance of CareerSource Florida, Inc.'s deposits was \$6,812,337 and \$11,851,314, respectively. The bank balance is insured up to Federal Deposit Insurance Corporation (FDIC) limits or by collateral held by CareerSource Florida's custodial bank which is pledged to a state trust fund that provides security for amounts held in excess of FDIC coverage in accordance with the *Florida Security for Deposits Act*, Chapter 280, Florida Statutes.

The Florida Security for Public Deposits Act established guidelines for qualification and participation by banks and savings associations, procedures for the administration of the collateral requirements, and characteristics of eligible collateral.

**Note 3: CAPITAL ASSETS, NET** 

The following is a summary of changes in capital assets during the year ended June 30, 2021:

	Ju	ly 1, 2020	Increases	Decreases	June	e 30, 2021
Capital assets						
Leasehold improvements	\$	17,505	\$ -	\$ -	\$	17,505
Office furniture		219,652	-	-		219,652
Office equipment and computers		300,961	28,196	(1,562)		327,595
Total capital assets		538,118	28,196	(1,562)		564,752
Less accumulated depreciation and amortization						
Leasehold improvements		(13,111)	(2,028)	-		(15,139)
Office furniture		(83,349)	(31 <i>,</i> 378)	-		(114,727)
Office equipment and computers		(149,774)	(61,756)	1,447		(210,083)
Total accumulated depreciation and amortization		(246,234)	(95,162)	1,447		(339,949)
Capital asset, net	\$	291,884	\$ (66,966)	\$ (115)	\$	224,803

#### **Note 3: CAPITAL ASSETS, NET (Continued)**

The following is a summary of changes in capital assets during the year ended June 30, 2020:

	Ju	ly 1, 2019	Increases	Decreases	Jui	ne 30, 2020
Capital assets						
Leasehold improvements	\$	17,505	\$ -	\$ -	\$	17,505
Office furniture		219,652	-	-		219,652
Office equipment and computers		296,150	4,811	-		300,961
Total capital assets		533,307	4,811	-		538,118
Less accumulated depreciation and amortization Leasehold improvements		(11,083)	(2,028)	-		(13,111)
Office furniture		(51,971)	(31,378)	-		(83,349)
Office equipment and computers		(93,633)	(56,141)	-		(149,774)
Total accumulated depreciation and amortization		(156,687)	(89,547)	-		(246,234)
Capital asset, net	\$	376,620	\$ (84,736)	\$ -	\$	291,884

Depreciation and amortization expense was \$95,162 and \$89,547 for the years ended June 30, 2021 and 2020, respectively, which was charged to other program costs in the statements of activities.

#### **Note 4: COMPENSATED ABSENCES**

The following is a summary of changes in compensated absences during the year ended June 30, 2021:

	July 1, 2020			Increases		Decreases J	une	30, 2021
					•			
Compensated absences	\$	252,405	\$	-	\$	(49,894)	\$	202,511

The following is a summary of changes in compensated absences during the year ended June 30, 2020:

	July 1, 2019		Increases		Decreases June 30, 2020	
Compensated absences	\$	199,442	\$ 52,963	\$	- \$ 252,405	

#### **Note 5: RETIREMENT PLAN**

CareerSource Florida participated in a defined contribution (traditional 401k) retirement plan (the Plan) through December 31, 2019. The Plan was amended to a Safe Harbor 401k Plan effective January 1, 2020. The Plan covers all eligible employees of CareerSource Florida. Employer contributions are determined at the discretion of a fiduciary committee of CareerSource Florida and in accordance with the Internal Revenue Code. The Organization contributed a total of \$345,980 and \$277,019 to the Plan during the years ended June 30, 2021 and 2020, respectively. Employees are permitted to make contributions up to applicable Internal Revenue Code limits. Employees contributed \$178,435 and \$175,353 to the Plan during the years ended June 30, 2021 and 2020, respectively. Employees are immediately vested in their own contributions and earnings on those contributions. Employees become 100% vested in employer defined contributions after completing three years of service. For each of the years ended June 30, 2021 and 2020, plan forfeitures included in contribution expense totaled \$13,002 and \$6,997, respectively. Employer and employee contributions owed to the Plan as of June 30, 2021 and 2020 totaled \$14,263 and \$12,716, respectively. There were no expenses for the Plan paid for by CareerSource Florida during the years ended June 30, 2021 and 2020. State of Florida employees assigned to CareerSource Florida are covered under a retirement plan sponsored by the State of Florida.

#### Note 6: COMMITMENTS, CONCENTRATIONS, AND CONTINGENCIES

#### **Operating Leases**

The Organization leases office facilities and equipment under operating leases that expire in various years through 2027. Minimum lease payments under noncancellable operating leases are as follows:

For the years ending June 30,		
2022	\$ 220,	905
2023	226	432
2024	232,	066
2025	237,	896
2026	243,	850
Thereafter	230,	014
Total minimum lease payments	\$ 1,391,	163

Rent expense for the years ended June 30, 2021 and 2020 was \$218,452 and \$217,197, respectively.

#### Note 6: COMMITMENTS, CONCENTRATIONS, AND CONTINGENCIES (Continued)

#### Significant Funding Source

CareerSource Florida receives a substantial amount of its funding from the United States Department of Labor and the United States Department of Health and Human Services passed through the State of Florida, Department of Economic Opportunity, and from the State of Florida Department of Economic Opportunity directly. A significant reduction in the level of this funding, if this were to occur, could have an adverse effect on CareerSource Florida, Inc.'s programs and activities.

#### **Risk Management**

CareerSource Florida is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. CareerSource Florida, Inc. has obtained insurance from commercial underwriters for the aforementioned risks, including workers' compensation for the years ended June 30, 2021 and 2020.

CareerSource Florida has not paid any settlements in excess of insurance coverage for each of the past three years. Furthermore, CareerSource Florida had no significant reduction in insurance coverage from the prior year.

#### **Grants**

The grant revenue amounts received are subject to audit and adjustment by grantor agencies. If any expenses are disallowed by the grantor agencies as a result of such an audit, any claim for reimbursement to the grantor agencies would become a liability of CareerSource Florida. In the opinion of management, all grant expenses are in compliance with terms of the grant agreements and applicable Federal and State laws and regulations.

#### **Note 7: RELATED PARTY TRANSACTIONS**

Receivables of \$2,935,141 and \$2,995,835 were due from the State of Florida, Department of Economic Opportunity, at June 30, 2021 and 2020, respectively, and are included in grants and contracts receivable in the statements of net position and in the balance sheets of the governmental fund type – general fund. Federal and State program revenue received through the State of Florida, Department of Economic Opportunity, for the years ended June 30, 2021 and 2020 was \$20,141,496 and \$16,293,436, respectively.

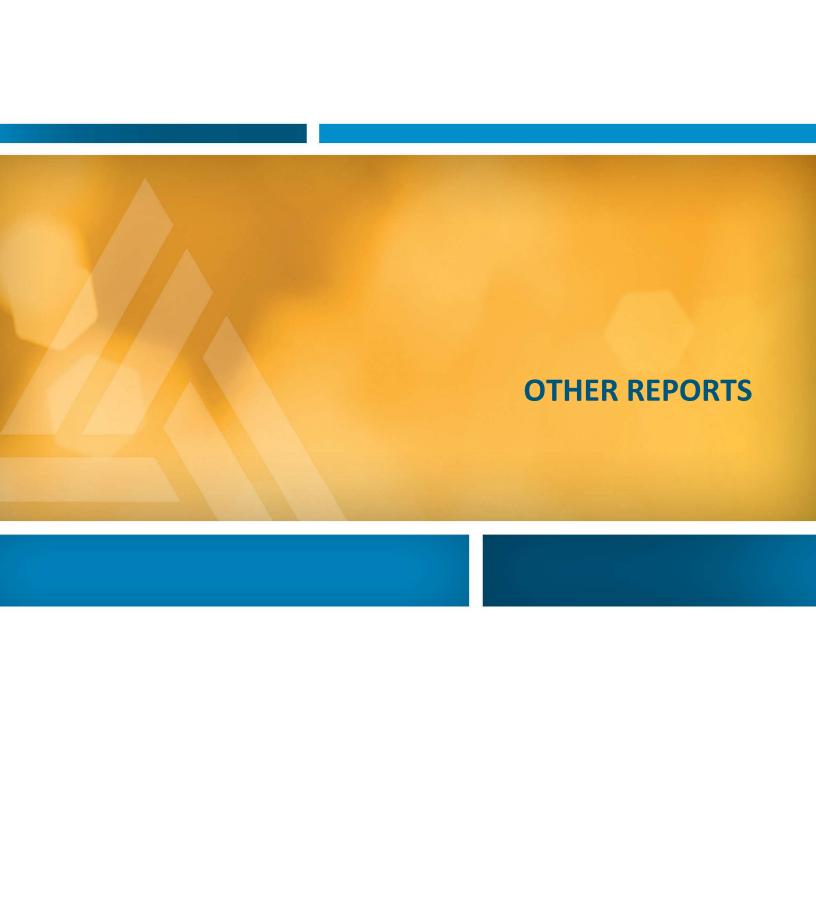
### CareerSource Florida, Inc. Notes to Financial Statements

#### **Note 8: UNCERTAINTIES**

In March 2020, the World Health Organization made the assessment that the outbreak of a novel coronavirus (COVID-19) can be characterized as a pandemic. As a result, uncertainties have arisen that may have a significant negative impact on the operating activities and results of the Corporation. The occurrence and extent of such an impact will depend on future developments, including (i) the duration and spread of the virus, (ii) government quarantine measures, (iii) voluntary and precautionary restrictions on travel or meetings, (iv) the effects on the financial markets, and (v) the effects on the economy overall, all of which are uncertain as of September 29, 2021.

#### **Note 9: SUBSEQUENT EVENT**

Subsequent to June 30, 2021, CareerSource Florida remitted \$496,476 of unspent state level general revenue QRT funds back to the State of Florida. These unspent funds are included in the unearned revenue balance in the accompanying statements of net position.





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### INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Board of Directors CareerSource Florida, Inc. Tallahassee, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of CareerSource Florida, Inc., as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise CareerSource Florida, Inc.'s basic financial statements, and have issued our report thereon dated September 29, 2021.

#### **Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered CareerSource Florida, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of CareerSource Florida, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of CareerSource Florida, Inc.'s internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements, on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

CareerSource Florida, Inc. Page 2

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether CareerSource Florida, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

#### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Tallahassee, Florida September 29, 2021

Can Rigge & Ingram, L.L.C.



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### INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND EACH MAJOR STATE PROJECT AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE AND CHAPTER 10.650, RULES OF THE AUDITOR GENERAL

Board of Directors CareerSource Florida, Inc. Tallahassee, Florida

#### Report on Compliance for Each Major Federal Program and State Project

We have audited CareerSource Florida, Inc.'s compliance with the types of compliance requirements described in the *OMB Compliance Supplement* and in the Florida Department of Financial Services' *State Projects Compliance Supplement* that could have a direct and material effect on each of CareerSource Florida, Inc.'s major federal programs and state projects for the year ended June 30, 2021. CareerSource Florida, Inc.'s major federal programs and state projects are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

#### Management's Responsibility

Management is responsible for compliance with federal and state statutes, regulations, and the terms and conditions of its federal awards and state financial assistance applicable to its federal programs and state projects.

#### Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of CareerSource Florida, Inc.'s major federal programs and state projects based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance); the audit requirements of Chapter 10.650, *Rules of the Auditor General* (Rules of the Auditor General); and the special audit guidance provided by the Florida Department of Economic Opportunity (special DEO guidance). Those standards, the Uniform Guidance, Rules of the Auditor General, and special DEO guidance, require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program or state project occurred. An audit includes examining, on a test basis, evidence about CareerSource Florida, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

CareerSource Florida, Inc. Page 2

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program and state project. However, our audit does not provide a legal determination of CareerSource Florida, Inc.'s compliance.

#### Opinion on Each Major Federal Program and State Project

In our opinion, CareerSource Florida, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs and state projects for the year ended June 30, 2021.

#### **Report on Internal Control over Compliance**

Management of CareerSource Florida, Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered CareerSource Florida, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program and state project to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and state project and to test and report on internal control over compliance in accordance with the Uniform Guidance, Rules of the Auditor General, and special DEO guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of CareerSource Florida, Inc.'s internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program or state project on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program or state project will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program or state project that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

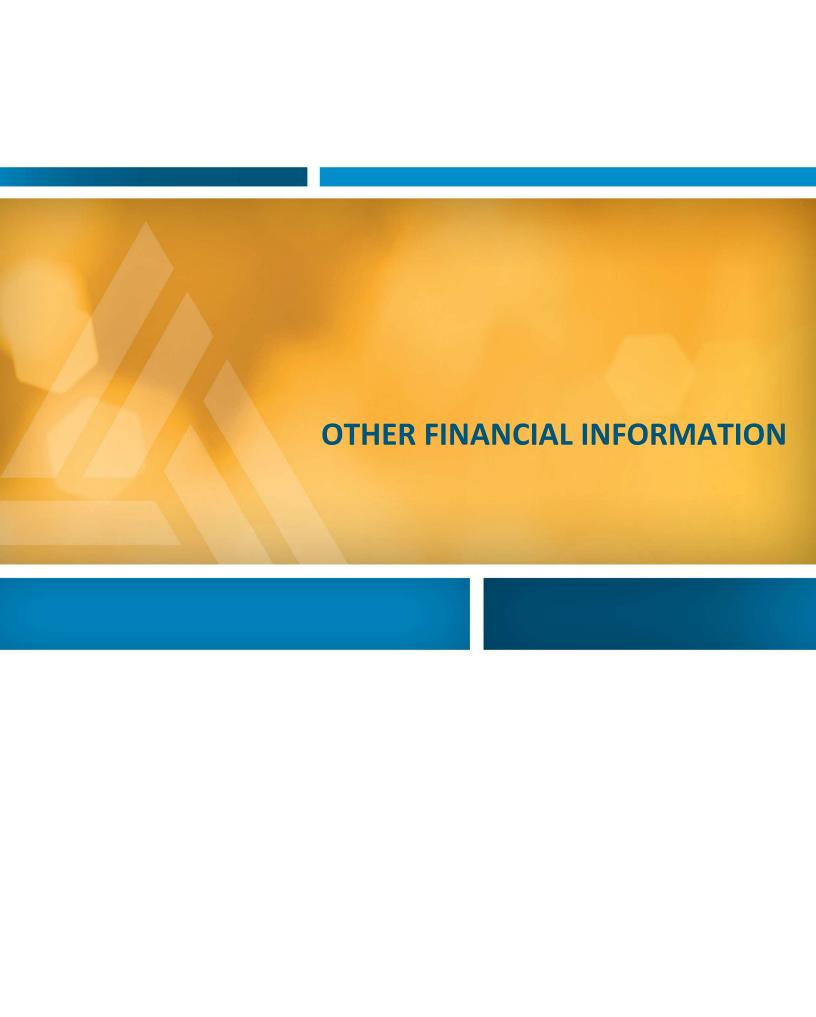
Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

CareerSource Florida, Inc. Page 3

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance, Rules of the Auditor General, and special DEO guidance. Accordingly, this report is not suitable for any other purpose.

Tallahassee, Florida

Caux Rigge & Ingram, L.L.C.



# CareerSource Florida, Inc. Schedule of Expenditures of Federal Awards and State Financial Assistance Year ended June 30, 2021

Grantor/Pass Through Grantor/	Assistance Listing/CSFA	Contract/		Funds Provided
Title	Number	Grant Number	Expenditures	to Subrecipients
FEDERAL				
U.S. Department of Labor				
Passed through Florida Department of Economic Opportunity:				
Employment Services Cluster				
Wagner - Peyser Funded Activities	17.207	BCS02	\$ 3,170,800	\$ -
Apprenticeship USA State Expansion	17.285	AP-30075-16-60-A-12	428,272	-
Workforce Investment and Opportunity Act (WIOA) Cluster				
WIA/WIOA Adult Program	17.258	BCS02	1,254,390	-
WIA/WIOA Youth Activities	17.259	BCS02	1,254,390	-
WIA/WIOA Disclocated Worker Formula Grants	17.278	BCS02	2,707,219	-
Total Workforce Investment and Opportunity Act (WIOA) Cluster			5,215,999	-
Total U.S. Department of Labor			8,815,071	-
U.S. Department of Agriculture  Passed through Florida Department of Economic Opportunity:  SNAP Cluster Food Stamp Employment and Training  Total U.S. Department of Agriculture	10.561	BCS02	46,974 46,974	
U.S. Department of Health and Human Services			,	
Passed through Florida Department of Economic Opportunity:				
Temporary Assistance for Needy Families	93.558	BCS02	605,133	-
Total U.S. Department of Health and Human Services			605,133	-
Total expenditures of federal awards			\$ 9,467,178	\$ -
STATE				
Florida Department of Economic Opportunity				
Quick Response Training	40.026	BCS02	\$ 10,068,250	\$ -
CareerSource Florida Operations	40.036	BCS02	606,068	-
Total Florida Department of Economic Opportunity			10,674,318	-
Total expenditures of state financial assistance			\$ 10,674,318	<u> </u>
Total expenditures of federal awards and state financial assistance			\$ 20,141,496	\$ -

### CareerSource Florida, Inc. Notes to Schedule of Expenditures of Federal Awards and State Financial Assistance

#### **Note 1: BASIS PRESENTATION**

The accompanying Schedule of Expenditures of Federal Awards and State Financial Assistance (the Schedule) includes the federal and state award activity of CareerSource Florida, Inc. ("CareerSource Florida" or "the Organization"). The information in this Schedule is presented in accordance with Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Audits of States, Local Governments, and Non-Profit Organizations, Chapter 10.650, Rules of the Auditor General, and the special audit guidance provided by the Florida Department of Economic Opportunity. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of the basic financial statements.

For purposes of the Schedule, federal awards and state financial assistance include all grants, contracts, and similar agreements entered into directly with the federal or state government and other pass-through entities. The Organization has obtained Catalog of Federal Domestic Assistance (CFDA) and Catalog of State Financial Assistance (CSFA) numbers to ensure that all programs have been identified in the schedule. Clusters are separately identified within this Schedule.

#### **Note 2: BASIS OF ACCOUNTING**

The Schedule was prepared on the accrual basis of accounting.

#### **Note 3: CONTINGENCIES**

Grant monies received and disbursed by the Organization are subject to review by the grantor agencies. Such audits may result in requests for reimbursement due to disallowed expenditures. Based upon prior experience, the Organization does not believe that such disallowance, if any, would have a material effect on the financial position of the Organization. As of June 30, 2021, there were no material questioned or disallowed costs as a result of grant audits in process or completed.

#### **Note 4: NONCASH ASSISTANCE**

The Organization did not receive any federal or state noncash assistance for the year ended June 30, 2021.

#### **Note 5: INDIRECT COST**

The Organization has elected not to use the 10 percent de minimis indirect cost rate as allowed under the Uniform Guidance.

### CareerSource Florida, Inc. Notes to Schedule of Expenditures of Federal Awards and State Financial Assistance

#### **Note 6: FEDERALLY FUNDED INSURANCE**

The Organization did not receive federally funded insurance during the fiscal year ended June 30, 2021.

#### **Note 7: FEDERALLY FUNDED LOANS**

The Organization has no federally funded loans as of June 30, 2021. No funds were expended in the form of loan or loan guarantees during the fiscal year ended June 30, 2021.

## CareerSource Florida, Inc. Schedule of Findings and Questioned Costs Year ended June 30, 2021

#### **SECTION I – SUMMARY OF AUDITORS' RESULTS**

<i>-</i> ·				
Finan	rıai	Stati	eme.	nts:

1.	Type of auditors' report issued	Unmodified	
2.	Internal control over financial reporting:		
	a. Material weaknesses identified?	No	
	b. Significant deficiencies identified not considered to be material weaknesses?	None noted	
	c. Noncompliance material to the financial statements noted?	No	
Federa	al Awards:		
1.	Type of auditors' report issued	Unmodified	
2.	Internal control over major projects:		
	a. Material weaknesses identified?	No	
	b. Significant deficiencies identified not considered to be material weaknesses?	None noted	
3.	Any audit findings disclosed that are required to be reported in accordance with 2CFR section 200.516(a)?	No	
4.	Identification of major programs:		
	Assistance Listing Number Federal Program 17.258, 17.259, 17.278 WIOA Cluster		
5.	Dollar threshold used to distinguish between type A and type B programs:	\$750,000	
6.	Auditee qualified as low-risk auditee under 2 CFR 200.520?	Yes	
State Financial Assistance:			
1.	Type of auditors' report issued on compliance for major projects	Unmodified	

### CareerSource Florida, Inc. Schedule of Findings and Questioned Costs Year ended June 30, 2021

#### SECTION I – SUMMARY OF AUDITORS' RESULTS (Continued)

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a. Material weaknesses identified?

No

None noted

b. Significant deficiencies identified not considered to be material weaknesses?

3. Any audit findings disclosed that are required to be reported in accordance with Chapter 10.650, *Rules of the Auditor General* or the special audit guidance provided by the Florida Department of Economic Opportunity?

No

4. Identification of major projects:

CSFA Number State Project
40.026 Quick Response Training

5. Dollar threshold used to distinguish between type A and type B projects:

\$750,000

#### **SECTION II – FINANCIAL STATEMENT FINDINGS**

None noted

#### SECTION III – FEDERAL AWARD AND STATE FINANCIAL ASSISTANCE FINDINGS

None noted

#### SECTION IV - SUMMARY OF PRIOR YEAR FINDINGS

None noted

#### **SECTION V – OTHER MATTERS**

- (a) No management letter is required because there were no findings required to be reported in the management letter (see AG Rule Section 10.656(3)(e)).
- (b) CareerSource Florida, Inc. performed a reconciliation of its financial records to the Subrecipient Enterprise Resource Application (SERA) maintained by the Florida Department of Economic Opportunity in a satisfactory matter for the year ended June 30, 2021.
- (c) The Florida Department of Economic Opportunity's 2019-20 Financial Compliance Monitoring Report issued on April 30, 2021 covering the period from April 1, 2019 to March 31, 2020 resulted in 0 findings, 0 issues of non-compliance, 1 observation, and 1 item of technical assistance provided.

#### WHO WE ARE AND WHAT WE DO

The CareerSource Florida network connects employers with qualified, skilled talent and Floridians with employment and career development opportunities, increasing economic self-sufficiency and prosperity for all.

We do this through customized recruiting, hiring and training solutions to meet the needs of businesses today and tomorrow.

#### IN THE 2020-2021 FISCAL YEAR, WE:

- Assisted nearly 96,300 job seekers with securing employment, including more than 5,800 veterans
- Provided recruiting, hiring and training services to more than 53,700 Florida businesses



Dec. 2021

A proud partner of the American Job Center network







#### THE REACH ACT

The Reimagining Education and Career Help (REACH) Act was signed into law by Governor Ron DeSantis on June 24, 2021.

#### The new law:

- Helps Floridians with barriers to education and employment become self-sufficient by enhancing equity and access to good jobs and career pathways.
- Charges CareerSource Florida with development of and support for a new Credentials Review Committee of business, education and workforce leaders, to define credentials of value that align with in-demand jobs and careers in industries that drive the state economy.
- Requires the creation of a no-wrong-door entry strategy to help Floridians access education, training, career information and support services to enter and advance in the workforce.