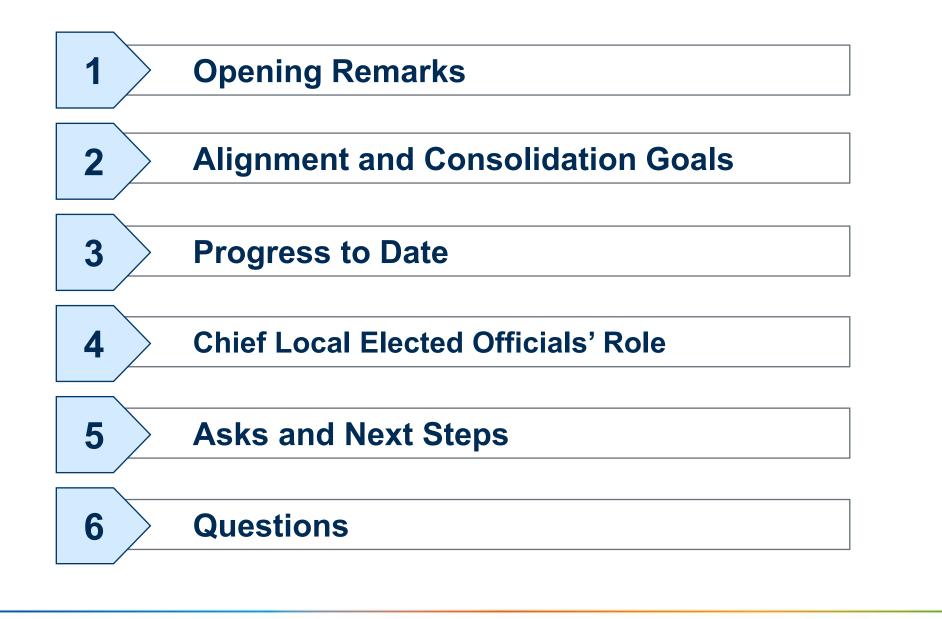
# Alignment and Transformation Update for Chief Local Elected Officials

October 25, 2023



AGENDA





#### **OPENING REMARKS**

### Adrienne Johnston President and CEO



# REVIEWING EXPECTATIONS – 21 LOCAL WORKFORCE DEVELOPMENT BOARDS

# 600

#### **Alignment and Transformation**

- Reduce local workforce development areas and boards from 24 to 21.
- Develop local governance and operational models for aligning and consolidating local workforce development areas and boards.
- Ensure employment services to job seekers and employers are uninterrupted by changes.

#### Completed by June 30, 2024:

- New governance determined and in place across aligned and consolidated local workforce development boards (LWDBs), including appointment of new board of directors.
- Finalized interlocal agreements, consortiums, and 501(c)(3) or other administrative structures.
- Designated and established fiscal agent and administrative entity.
- Operational transition completed for all aligning or consolidated boards, or mostly underway.



### PROGRESS TO DATE

 $\checkmark$ 

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Since the prior Chief Local Elected Official webinar in July, CareerSource Florida held several interviews with aligning and consolidating areas. These conversations informed the development of tools, resources, and engagement strategies to support meeting the June 30, 2024, goal for alignment and consolidation.

#### JULY – GOVERNANCE & WORKFORCE INNOVATION AND OPPRTUNITY ACT (WIOA) REQUIREMENTS

Review current state governance and operations across all aligning and consolidating LWDBs.
 Research foundational board/area governance and WIOA policies.

#### AUGUST – GOVERNANCE AND OPERATIONS INTERVIEWS

- Meet with aligning and consolidating LWDBs to gain operational insights and perspectives.
- Engage Florida Department of Commerce and U.S. Department of Labor to align on practices and requirements.
- · Identify imminent timelines for state / federal governance and compliance.
- Prepare Draft Alignment and Consolidation Checklist.

#### SEPTEMBER – ENGAGEMENT PLAN DEVELOPMENT

- Release Alignment and Consolidation Checklist and Dashboard.
  Establish engagement plan to empower local workforce develop
  - Establish engagement plan to empower local workforce development area (LWDA) progress and decision making.

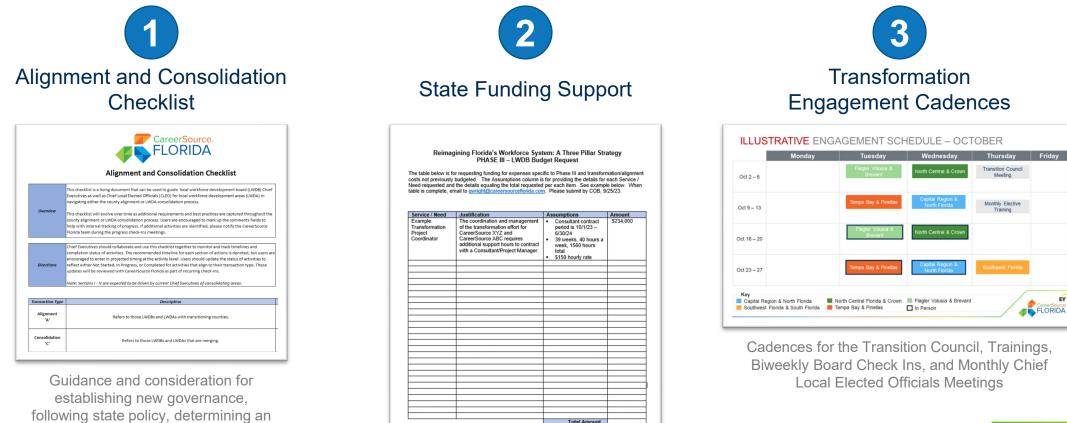
#### **OCTOBER – ENGAGEMENT PLAN LAUNCH**

- Confirm CareerSource Florida and LWDA requirements and timeframes for completion.
- · LWDAs begin execution of checklist and engagement strategy.



### **TRANSFORMATION RESOURCES**

Below are highlights of the resources that have been developed to support local workforce development areas meet transformation goals. CareerSource Florida will update resources and processes to be current with known information and to be flexible with areas in their needs



operational future state.

Funding for Mediation Services, Program Management, Org Design, etc.

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CareerSource

### ALIGNMENT AND CONSOLIDATION CHECKLIST

The Alignment and Consolidation Checklist denotes steps and decisions points for consideration and planning. Sections cover:

- Preparing and finalizing interlocal agreements
- State Workforce Board / FloridaCommerce related approvals and activities
- New board appointment and action
- Operational planning (HR, IT, Budget, etc.)

The checklist will be a **living document –** as additional necessary steps are identified or processes are finalized, we will update the checklists.

Chief Executives are encouraged to **use the checklist as a workbook**, denoting internal timelines and comments to help action track.

Progress towards alignment and consolidation using the checklist will be **monitored during check-in calls.** 



#### **Alignment and Consolidation Checklist**

This checklist is a living document that can be used to guide local workforce development board (LWDB) Chief Executives as well as Chief Local Elected Officials (CLEO) for local workforce development areas (LWDA) in navigating either the county alignment or LWDA consolidation process.

Overview This checklist will evolve over time as additional requirements and best practices are captured throughout the

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## CHIEF LOCAL ELECTED OFFICIALS' ROLE FOR TRANSFORMATION

Chief Local Elected Officials are the crucial decision makers responsible for:

- Finalizing consortium governance and foundation.
- Determining the model of the administrative entity.
- Requesting formal designation of a new area to the State Board.
- Appointing members to the local board.

These early decisions need to be made **quickly and collaboratively** to inform operational activities downstream and meet the June 30, 2024, deadline.

We're encouraging interlocal agreements be finalized by December 1, 2023, for consolidating areas.



## GOING FORWARD: TRANSFORMATION ENGAGEMENT CADENCES

CareerSource Florida has established the following cadences for areas that are aligning and consolidating **to proactively connect with local area leaders, collaborate on problem-solving, and understand progress.** 

Engagement Type	Participants	Description	Cadence
LWDB Check-Ins	Chief Executives, optionally Chief Local Elected Officials and county staff	Check-ins with the boards to review progress to date for alignment or consolidation, answer questions, and provide in-person support and assistance.	Bi-weekly for each area (alternating in person and virtual)
Monthly Elective Trainings	Chief Executives and/or Staff	Training and Technical Assistance – Topics TBD	Monthly
Transition Council Monthly Meetings	Chief Executives and/or Staff	Forum for those Chief Executives to support one another by creating a space to ask questions and share best practices.	Monthly
Monthly Chief Local Elected Official Meetings	Chief Local Elected Officials and/or their Designees	Check-ins with Chief Local Elected Officials to review progress to date for alignment or transformation, answer questions, and provide in-person support and assistance.	Monthly for each area

CareerSource Florida would like to **begin meeting with you monthly by area** to ensure a direct line of dialogue and connection from county communities to the state.



#### ASKS AND NEXT STEPS

#### **Continue to Collaborate**



Please continue collaborating with your county colleagues to quickly finalize interlocal agreements and determine the model of the administrative entity.

#### **Prepare to Engage**



Please be prepared to **provide availability and meet with our team monthly**. Identify the following by the end of the week:

- A recurring monthly timeslot that works for you.
- Any additional participants who should be included in the conversation (Chief Local Elected Officials' designees, Board of County Commissioners, etc.).



# **QUESTIONS?**

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