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Disapproved _____

Action Item 2

REVISIONS TO CAREERSOURCE FLORIDA WORKFORCE POLICY G104 – SANCTIONS AND OTHER REQUIRED CORRECTIVE ACTION FOR LOCAL WORKFORCE DEVELOPMENT BOARDS WHO FAIL TO MEET FEDERAL AND STATE STANDARDS

The CareerSource Florida Board of Directors serves as the principal workforce policy organization for the state as described in [Chapter 445.004\(2\), Florida Statutes](#). The state board establishes and directs the vision for the state workforce system. Federal and state law describes what items the state workforce development board (SWDB) must review, approve, or consider, including workforce development policies. CareerSource Florida and the Florida Department of Commerce (FloridaCommerce) review policies for effectiveness and efficiency. CareerSource Florida and FloridaCommerce reviewed CareerSource Florida Workforce Policy G104–Sanctions for Local Workforce Development Boards to Meet Federal and State Standards.

Revised Workforce Policy G104 – Sanctions and Other Required Corrective Action for Local Workforce Development Boards Who Fail to Meet Federal and State Standards explains that under WIOA Section 116, Local Workforce Development Boards (LWDBs) must meet federal and state performance standards or face sanctions. The policy describes possible sanctions for failing to meet performance measures or resolve deficiencies in alignment with federal and state law. LWDBs must train officials and staff on responsibilities and sanctions, manage funds properly, and create strategies to meet or exceed performance standards. Outcomes include verifying staff training, monitoring performance data and fund use, and implementing processes to avoid penalties.

CLEOs (Chief Local Elected Officials) and LWDBs receive quarterly updates and annual notifications on whether they meet federal performance accountability measures or state-issued letter grades. Corrective actions apply when LWDBs fail to meet core requirements, such as executing agreements, achieving certification, meeting performance requirements for two consecutive years, or fixing audit findings. Poor performance for two years or low letter grades (two Ds or one F) triggers a Turnaround Plan. This plan must include leadership changes, training, and monitoring within six months, with two years to improve. Failure can lead to sanctions like withholding funds,

reducing allocations, or board decertification under WIOA §107(c)(3) and Florida Statutes §§14.36(3)(h), 414.0252(10), and 445.007(2)(b).

LWDBs must develop Local Operating Procedures (LOPs) to collect and report data, monitor quality, and resolve findings aligned with TEGL 11-19, Change 2 and 20 CFR 677.220. FloridaCommerce will monitor compliance through audits and reviews.

LWDBs may appeal sanctions or reorganization plans to the Governor or USDOL under 20 CFR 683.650 and 20 CFR 677.225 within 30 days of notice.

CareerSource Florida and FloridaCommerce worked with LWDBs to refine policy goals, establish measurable outcomes, and build systems to implement and monitor progress. This policy was sent to all 21 LWDBs for consultation from November 24 – December 10, 2025. CareerSource Florida received 19 comments from 6 LWDBs. A thorough review of the comments was conducted by CareerSource Florida and FloridaCommerce. About 57% of the feedback was incorporated into the policy and technical assistance is planned to address additional LWDB feedback.

This policy applies to CareerSource Florida, FloridaCommerce, all 21 LWDBs and all regional workforce development areas.

FOR CONSIDERATION

- **Approve revisions to CareerSource Florida Workforce Policy G104 – Sanctions and Other Required Corrective Action for Local Workforce Development Boards Who Fail to Meet Federal and State Standards.**