

Approved X
Disapproved

Consent Item 5

RECOMMENDATION TO SUNSET 9 CAREERSOURCE FLORIDA WORKFORCE POLICIES

The CareerSource Florida Board of Directors serves as the principal workforce policy organization for the state as described in [Section 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 their effectiveness and efficiency and recommend the rescission of policies, as necessary. Four of the policies recommended for sunset relate to the Trade Adjustment Assistance (TAA) program which is being eliminated. TAA services are currently delivered within American Job Centers, and participants have access to all partner programs including WIOA. These four policies recommended for rescission are:

[**Workforce Policy P101 – \(TAA\) Training and Other Activities Funding**](#) was developed by FloridaCommerce in 2021 as an administrative policy to provide LWDBs the requirements for TAA Training and Other Activities. Expiration of the program eliminates the need for this policy.

[**Workforce Policy P107 – \(TAA\) Training Services**](#) was developed by FloridaCommerce in 2020 as an administrative policy to provide LWDBs the minimum requirements for administering training to trade-affected workers. Expiration of the program eliminates the need for this policy.

[**Workforce Policy P108 – \(TAA\) Employment and Case Management Services**](#) was developed in 2020 by FloridaCommerce to provide LWDBs the minimum requirements for providing employment and case management services under the TAA program. Expiration of the program eliminates the need for this policy.

[**Workforce Policy P116 – \(TAA\) and Workforce Innovation and Opportunity Act Dislocated Worker Co-Enrollment**](#) was developed by FloridaCommerce in 2021 as an administrative policy by FloridaCommerce to communicate the requirements to co-enroll eligible trade-affected workers in the WIOA Dislocated Worker program and the TAA program. Expiration of the program eliminates the need for this policy.

Other policies identified for recission include:

Workforce Policy F63 - Subrecipient and Vendor Determinations – Federal Funds

is guidance issued by FloridaCommerce in 2008, prior to the implementation of WIOA to provide guidance to regional workforce boards, early learning coalitions and other subrecipients of federal funds for determining whether payments to third parties create subrecipient or vendor relationships for federal funds. This policy is obsolete. Any required elements will be used to inform updated technical assistance and guidance consistent with federal and state law.

Workforce Policy F64 – Subrecipient and Vendor Determinations – State Funds

is guidance issued by FloridaCommerce in 2008, prior to the implementation of WIOA to provide guidance to regional workforce boards, early learning coalitions and other subrecipients of funds from for determining whether payments to third parties create subrecipient or vendor relationships for state funds. This policy is obsolete. Any required elements will be used to inform updated technical assistance and guidance consistent with federal and state law.

Workforce Policy P71 – I-9 and 516 INS Procedures is guidance issued by FloridaCommerce in 2013 related to the Migrant and Seasonal Farmworker Program to provide guidance to regional workforce boards, one-stop career center employees and other workforce system partners on processing federal I-9 forms and the 516 INS forms. This guidance was issued prior to the implementation of WIOA and is no longer consistent with federal law and guidance.

Workforce Policy P78 - H-2A Job Order Referral Procedures is guidance issued by FloridaCommerce in 2013 to provide guidance to regional workforce boards, career center employees and other workforce system partners on processing job seeker referrals to H-2A job orders. This guidance was issued prior to the implementation of WIOA and is no longer consistent with federal law and guidance. This obsolete policy will be updated to inform technical assistance and guidance consistent with federal regulations and guidance.

Workforce Policy P114 – Rapid Response Program Administration was developed by FloridaCommerce as administrative policy and approved by the CareerSource Florida Board of Directors in 2021. This policy relates to the WIOA Dislocated Worker Program and notifies LWDBs of the minimum rapid response requirements and activities mandated by WIOA. Information about required rapid response and layoff aversion activities is included in CareerSource Florida Workforce Policy P89 – Business and Employer Services approved by the CareerSource Florida Board of Directors, acting as the State Workforce Development Board, at its meeting on June 3, 2026. Technical Assistance Letters (TAL) related to rapid response and to layoff aversion, informed by consultation feedback from LWDBs, will be issued by FloridaCommerce.

Sunset of these policies is consistent with the Florida workforce system's goals to remove duplication of services and reduce administrative redundancies. CareerSource

Florida and FloridaCommerce recommend the sunset of these policies and their removal from the CareerSource Florida list of active and current state workforce policies.

FOR CONSIDERATION

- **Approve the sunset of 9 workforce policies and guidance documents and remove them from the CareerSource Florida list of active and current state workforce policies.**