

Approved _____ X _____
Disapproved _____

Consent Item 3

RECOMMENDATION TO SUNSET SIX CAREERSOURCE FLORIDA POLICIES AND TECHNICAL ASSISTANCE LETTERS

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. The state workforce development board may delegate the performance of any duties or the exercise of any powers to such officers and agents as the board may from time to time, designate by resolution; however federal and state law and 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) reviews policies for their effectiveness and efficiency and recommend the recission of policies, as necessary. CareerSource Florida and FloridaCommerce reviewed the policies described below.

Policy 2021.06.09.A.1 - Statewide Workforce Development Board Policymaking Authority and Delegation Policy – This strategic policy created in 2021 defines the policymaking authority of CareerSource Florida and its professional team, outlining roles and responsibilities while ensuring FloridaCommerce provides guidance to local workforce development boards and other affected parties.

Revisions to CareerSource Florida Workforce Policy G1 – State Workforce Development Board Roles and Responsibilities address processes described in Policy 2021.06.09.A.1 making the Policymaking Authority and Delegation policy obsolete.

Policy 11: Contract Payments Documentation – This administrative guidance was issued by FloridaCommerce (formerly the Agency for Workforce Innovation) in May 2000 to establish minimum requirements for written local procedures governing the maintenance of backup documentation for contract payments. This 25-year-old directive issued under the Workforce Investment Act (WIA), is not relevant to the Workforce Innovation and Opportunity Act (WIOA) and is obsolete.

Policy 28: Close-out of State Level Contracts/Grants – This administrative guidance was issued by the Agency for Workforce Innovation in June 2002 to provide guidance regarding state procedures established by the SWDB concerning the closeout of state-level contracts. This guidance is specific to WIA, it is not relevant to WIOA and processes currently in place by FloridaCommerce. This 23-year-old guidance is obsolete.

Policy 99-101: Accounting, Reporting and Disposition Requirements for Property Policy – This workforce development policy was issued by the Florida Department of Labor and Security to expand procedures for the accounting, reporting and disposition requirements for tangible personal property being used in several workforce programs, prior to the implementation of WIOA. Some of the programs described no longer exist or are now operated consistent with WIOA and Florida's current Workforce Development Plan. This 26-year-old guidance is obsolete.

Final Guidance 04-043 Prepayment of Costs – This guidance paper was issued by the Agency for Workforce Innovation in July 2004 to assist regional workforce boards and other grant subrecipients to determine if the prepayment of a cost is appropriate and allowable under federal guidelines. This guidance is specific to WIA, it is not relevant to WIOA and processes currently in place by FloridaCommerce. This 21-year-old guidance is obsolete.

Final Guidance 066 - Responsibilities Following Theft of Federal Funds – This administrative guidance was issued by the Agency for Workforce Innovation in January 2009, to describe the responsibilities of Regional Workforce Boards when federal funds they receive through the Agency are misspent due to fraud or theft. This guidance is specific to WIA, it is not relevant to WIOA and processes currently in place by FloridaCommerce. This 16-year-old guidance is obsolete.

CareerSource Florida and FloridaCommerce recommend the sunset of these six (6) policies and their removal from the CareerSource Florida Policy Portfolio.

FOR CONSIDERATION

- **Approve sunset of six (6) CareerSource Florida policies and their removal from the CareerSource Florida Policy Portfolio.**