



April 18, 2024 - 2:30 P.M.  
Hybrid Meeting - 13805 58<sup>th</sup> St. N.  
Room 1-455  
Clearwater, FL 33760

**Zoom**  
\*Join via Zoom – Meeting ID: 338 034 9468  
[Zoom Link](#)  
\*Dial In via Phone – Meeting ID: 338 034 9468  
Phone: +1 646-558-8656

**Workforce Solutions Committee**  
Agenda

**I. Welcome and Introductions** ..... Dr. Rebecca Sarlo, Chair

**II. Public Comment**

*Members of the public may raise their virtual hand during the Public Comment portion of the meeting. Members of the public who do so will be acknowledged by the Chair and provided up to three minutes to make public comment.*

**III. Roll Call**

**IV. Action/Discussion Items**

- 1. Approval of minutes - February 15, 2024 Workforce Solutions Com. Meeting ..... Page 1
- 2. Approval of Related Party Contracts for PY'2024-2025..... Page 5
- 3. Approval of Renewal of Approved Training Providers ..... Page 21
- 4. Approval of New Training Provider – Clearview Adult Education Center..... Page 22
- 5. Approval of New Training Provider – Pinellas High Innovation..... Page 22
- 6. Approval of New Training Programs for Pinellas Technical College..... Page 23
- 7. Approval of New Training Programs for St. Petersburg College..... Page 24

**V. Information Items**

- 1. PY'2023 – 2024 Workforce Solutions Committee Goals ..... Page 25
- 2. Training Provider Spending through 2.29.2024 ..... Page 28
- 3. Training Provider Performance 3 year Q3 ..... Page 29
- 4. Work-based Learning Spending through 2.29.2024 ..... Page 31
- 5. Key Performance Reports ..... Page 32
- 6. Letter Grades..... Page 35

**VI. Industry Insights**

- 1. Education..... Committee Members
- 2. Economic Development..... Committee Members
- 3. Healthcare ..... Committee Members
- 4. Other Industry Sector ..... Committee Members

**VII. Other Administrative Matters**

*(Items of urgency not meeting the seven-day guideline for review.)*



## VIII. Open Discussion

## IX. Adjournment

### Next Workforce Solutions Committee – June 20, 2024 (2:30 pm - 3:30 pm)

*\*All parties are advised that if you decide to appeal any decision made by the Board with respect to any matter considered at the meeting or hearing, you will need a record of the proceedings, and that, for such purpose, you may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*

*\*If you have a disability and need an accommodation in order to participate in this meeting, please contact the Executive Assistant at 727-608-2551 or [admin@careersourcepinellas.com](mailto:admin@careersourcepinellas.com) at least two business days in advance of the meeting.*



## **ACTION ITEM 1**

### **Approval of Minutes**

In accordance with Article VII, Section 1(H), of the approved WorkNet Pinellas By-Laws: Minutes shall be kept of all Board and Committee meetings. Minutes shall be reviewed and approved at the next CareerSource Pinellas Board or Committee meeting as appropriate.

The official minutes of meetings of the Board and Committees of the Board are public record and shall be open to inspection by the public. They shall be kept on file by the Board Secretary at the administrative office of CareerSource Pinellas as the record of the official actions of the Board of Directors.

The draft minutes from the February 15, 2024 meeting of the Workforce Solutions Committee have been prepared and are enclosed.

#### **RECOMMENDATION**

Approval of the draft minutes, to include any amendments necessary.

**CareerSource Pinellas  
Workforce Solutions Committee Minutes**

**Date:** February 15, 2024, at 2:30pm

**Location:** Hybrid – 13805 58<sup>th</sup> St. N. Room 1-455, Clearwater, FL 33760/Zoom

**Call to Order**

The Chair Dr. Rebecca Sarlo called the meeting to order at 2:31pm.

**Members in Attendance**

Dr. Rebecca Sarlo (In person), Michael Jalazo (Zoom), Mark Hunt (In person), Bart Diebold (In person), Shawn McDonnell (Zoom), Denise Sanderson (Zoom), Anthony Chan (In person), Benjamin Friedman (In person), David Hill (Zoom), Jeremy Robinson (Zoom)

**Members not in Attendance**

Belinthia Berry, Ivonne Alvarez, Kevin Knutson, Candida Duff, Glenn Willocks, Esther Matthews, Elizabeth Siplin, Jenee Skipper, Nikisha Lezama, Eric McClendon

**Staff**

Steven Meier (In person), Jason Druding (In person), Lysandra Montijo (In person), Michelle Moeller (In person); Juan Toribio (In person)

**Guests**

Jackie Skryd - SPC

**ACTION ITEM 1 – Approval of Minutes**

The minutes from the October 19, 2023, Workforce Solutions Committee meeting were presented for approval.

**RECOMMENDATION**

Approval of the draft minutes, to include any amendments necessary.

Motion:	Mark Hunt
Second:	Benjamin Friedman

*The minutes were approved as presented. The motion carried unanimously. There was no further discussion.*

**ACTION ITEM 2 – Related Party Contract – H&T Global Circuits & PERC**

FL Statute Section 445.007 mandates that all Local Workforce Development Boards (LWDBs) entering into a contract with an organization or individual represented on the Board, must meet the following requirements:

- a) Approve the contract by a two-thirds (2/3<sup>rd</sup>) vote of the Board when a quorum has been established.
- b) Board members who could benefit financially from the transaction or who have any relationship with the contracting vendor must disclose any such conflicts prior to the board vote on the contract.
- c) Board members who could benefit financially from the transaction or board members who have any relationship with the contracting vendor must abstain from voting on the contracts; and
- d) Such contracts must be submitted to the Florida Department of Commerce and CareerSource Florida for review.

In light of the recently formed on the job training (OJT) collaboration between H&T Global Circuits and People Empowering & Restoring Communities (PERC), it is necessary to adjust the maximum financial limit of the H&T Global Circuits related party contract. Current related party contract is to not exceed \$20,000. The OJT partnership is targeting to assist 9-10 job seekers with a goal of full-time permanent employment for each participant. The value of the contract would need to increase to not exceed \$75,000 to reach this goal.

**\*Note:** For the record, Board Members, if present must verbally abstain from the vote related to their respective organization.

**RECOMMENDATION**

Approval to increase the H&T Global Circuits related party contract. Must be approved by a two-thirds (2/3<sup>rd</sup>) vote with a spending cap of \$75,000 (approximately 9-10 enrollments).

**Discussion:** None

Motion:	Mark Hunt
Second:	Bart Diebold

*The Workforce Solutions Committee motioned for approval to increase the H&T Global Circuits related party contract. Must be approved by a two-thirds (2/3<sup>rd</sup>) vote with a spending cap of \$75,000 (approximately 9-10 enrollments). The motion carried unanimously.*

**ACTION ITEM 3 – Unrestricted Cash**

As of December 31, 2023, CareerSource Pinellas had almost \$908,000 of unrestricted funds available deposited in the following accounts:

<b>Valley National Bank</b>	<b>Balance</b>
Unrestricted Checking	182,216
Unrestricted Money Market	539,276
Operating Money Market	186,143
<b>Total</b>	<b>\$ 907,635</b>

**Unrestricted Checking**

Funds accumulated from unrestricted activities, e.g., Ticket to Work revenue, Tobacco Free Florida referral revenue, net of lobbying expenses and other unrestricted expenses.

**Unrestricted Money Market**

Funds remaining from proceeds of sale of Science Center after payment of disallowed costs to U.S. Department of Labor.

**Operating Money Market**

Represents funds remaining from Capital Improvement Fund from the Science Center. The account was designated to track cash value for capital improvements to buildings as they became necessary. At the January 15, 2020, Board meeting, the Board approved the release of the remaining \$176,000 in the Capital Improvement Fund to unrestricted. The increase since then represents interest earned.

With the pending consolidation of CareerSource Pinellas with CareerSource Tampa Bay, it is important that any unrestricted cash earned and attributable to Pinellas County remain available only for Pinellas County purposes and not commingled with cash of the consolidated entity. It also should be noted that any recovery of funds (up to \$1 Million) from the litigation with Chubb would be unrestricted as well. Thus, it is recommended that an initial contribution of \$750,000 be transferred to Pinellas County for the county to utilize for invaluable workforce services for job seekers and employers of Pinellas County.

**RECOMMENDATION**

Approval of payment of \$750,000 of unrestricted funds to Pinellas County to be used for workforce services for Pinellas County job seekers and employers.

**Discussion:** None

Motion:	Bart Diebold
Second:	Ben Friedman

*The Workforce Solutions Committee motioned for approval of a payment of \$750,000 of unrestricted funds to Pinellas County to be used for workforce services for Pinellas County job seekers and employers. The motion carried unanimously.*

**INFORMATION ITEM 1 – PY’2023 – 2024 Workforce Solutions Committee Goals**

A copy of the goals was included in the packet for review.

**INFORMATION ITEM 2 – Overview of the CareerSource Pinellas Region**

A report was included in the packet for review.

**INFORMATION ITEM 3 – Training Provider Spending through 12.31.2023**

The report was included in the packet.

**INFORMATION ITEM 4 – Training Provider Performance 3 year Q2**

The report was included in the packet.

**INFORMATION ITEM 5 – Work-Based Learning Provider Spending through 12.31.2023**

The report was included in the packet.

**INFORMATION ITEM 6 – Key Performance Reports**

The report was included in the packet.

**Industry Insights** – Some committee members gave updates about their respective sectors.

**Other Administrative Matters** - None

**Open Discussion** - None

**Adjournment** – Chair, Dr. Rebecca Sarlo entertained a motion for adjournment. Mark Hunt made a motion. The Chair, Dr. Rebecca Sarlo, adjourned the meeting at 3:30pm.



## **ACTION ITEM 2**

### **Related Party Contracts for PY'2024-2025**

Local Workforce Development Boards (LWDBs) are required to comply with all requirements of FL Statute Section 445.007 prior to contracting with a board member, with an organization represented by its own board member, or with any entity where a board member has any relationship with the contracting vendor. This section mandates that all LWDBs entering into a contract with an organization or individual represented on the Board, must meet the following requirements:

- a) Approve the contract by a two-thirds (2/3<sup>rd</sup>) vote of the Board when a quorum has been established.
- b) Board members who could benefit financially from the transaction or who have any relationship with the contracting vendor must disclose any such conflicts prior to the board vote on the contract.
- c) Board members who could benefit financially from the transaction or board members who have any relationship with the contracting vendor must abstain from voting on the contracts; and
- d) Such contracts must be submitted to the Florida Department of Commerce and CareerSource Florida for review.

CareerSource Pinellas offers several programs to assist in training and maintaining a highly skilled workforce. These programs include:

- **On the Job Training program (OJT)** assists companies find, interview, and hire the right person for their job vacancies. The OJT program provides a unique opportunity for employers to train the new employee to their processes and standards. The skills learned are directly relevant to the work the employee will perform. Employers who hire new, full-time workers under OJT receive reimbursement of 50% of the candidate's hourly wage or salary for up to 6 months of employment if the individual meets certain eligibility criteria.
- **Paid Work Experience (PWE)** is a CareerSource Pinellas program that works with local employers to place individuals who are just entering the workforce or others who are re-entering the job market into a position at their company. After placing them at the company, CareerSource Pinellas employs and pays them for up to 480 hours. CareerSource Pinellas also covers all unemployment taxes and workers comp during this "trial" period.



## ACTION ITEM 2 (cont.) Related Party Contracts for PY'2024-2025

- **Leases** with various institutions and organizations are necessary to cost effectively deliver services within the community.
- **Individual Training Accounts (ITAs)** are provided to program-specific eligible individuals to receive funding for educational programs for the institution selected. CareerSource Pinellas identifies and maintains a list of qualified training institutions which provide occupational training in skill areas of sustained labor market demand or growth.

A listing of related party contracts requiring two-third board approval is below.

\*\*Each is a separate action and vote.

\*\*Each Board member related must verbally abstain from the vote related to their respective organization.

Action Item	Company	Board Member	OJT/PWE (not to exceed)	Leases (not to exceed)	ITA (not to exceed)
A	Pinellas County Schools	Mark Hunt		\$130K	\$150K
B	St. Petersburg College	Belinthia Berry		\$160K	\$200K
C	Empact Solutions	Elizabeth Siplin	\$50K		
D	Evara Health	Rebecca Sarlo	\$100K		

With approval, will proceed with submission to Florida Department of Commerce with contract, Board meeting attendance roster and Board meeting minutes.

### RECOMMENDATION

Approval of the PY'2024-2025 related party contracts by a two-thirds (2/3<sup>rd</sup>) vote.



**EXHIBIT C  
CONTRACT INFORMATION FORM**

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Scott Thomas, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Pinellas Board of Directors and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: CareerSource Pinellas and Pinellas County Schools

Contractor Name & Address: Pinellas County Schools 301 Fourth St. SW Largo, FL 33779

Contractor Contact Phone Number: 727-588-6006

Contract Number or Other Identifying Information, if any: ITAs

Contract Term: 7/1/2024-6/30/2025

Value of the Contract with no extensions or renewals exercised: up to \$150,000

Value of the Contract with all extensions and renewals exercised: \_\_\_\_\_

Description of goods and/or services to be procured: Individual Training Accounts

Method of procurement for the goods and/or services to be procured: \_\_\_\_\_

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: William Mark Hunt

The nature of the conflicting interest in the contract: Employed by Pinellas County School District

The board member or employee with the conflict of interest \_\_\_\_\_ did \_\_\_\_\_ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

**If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.**

I further attest that the following is being provided with this form:

- A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- A draft copy of the related party contract and amendments, as applicable.
- Documentation supporting the method of procurement of the related party contract.
- A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract.

I certify that the information above is true and correct.

Scott Thomas  
Signature of Board Chair / Vice Chair\*

Scott Thomas

Print Name

4/11/2024

Date

\* Must be certified and attested to by the board's Chair or Vice Chair.

### EXHIBIT C CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Scott Thomas, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Pinellas Board of Directors and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: CareerSource Pinellas and Pinellas County Schools

Contractor Name & Address: Pinellas County Schools 301 Fourth St. SW Largo, FL 33779

Contractor Contact Phone Number: 727-588-6006

Contract Number or Other Identifying Information, if any: Lease with Pinellas Technical College

Contract Term: 07/01/2024 - 06/30/2025

Value of the Contract with no extensions or renewals exercised: up to \$130,000

Value of the Contract with all extensions and renewals exercised: \_\_\_\_\_

Description of goods and/or services to be procured: Lease with Pinellas Technical College

Method of procurement for the goods and/or services to be procured: \_\_\_\_\_

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: William Mark Hunt

The nature of the conflicting interest in the contract: Employed by Pinellas County School District

The board member or employee with the conflict of interest \_\_\_\_\_ did \_\_\_\_\_ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

**If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.**

I further attest that the following is being provided with this form:

- A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- A draft copy of the related party contract and amendments, as applicable.
- Documentation supporting the method of procurement of the related party contract.
- A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract.

I certify that the information above is true and correct.

Scott Thomas  
Signature of Board Chair / Vice Chair\*

Scott Thomas

Print Name

4/11/2024

Date

\* Must be certified and attested to by the board's Chair or Vice Chair.

**EXHIBIT D  
DISCLOSURE AND CERTIFICATION OF  
CONFLICT OF INTEREST IN A CONTRACT**

I, William Mark Hunt, a board member an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization / OR "Other" (describe) \_\_\_\_\_ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Pinellas  
Contractor Name & Address: Pinellas County Schools 301 Fourth St. SW, Largo, FL 33779  
Contractor Contact Phone Number: 727-588-6006  
Description or Nature of Contract: Individual Training Accounts (ITA)  
Description of Financial Benefit\*: Funds awarded to Board member's employer

For purposes of the above contract the following disclosures are made: The contractor's principals\*\*/owners\*\*\*: (check one)

have no relative who is a member of the board or an employee of the board; OR  
 have a relative who is a member of the board or an employee of the board, whose name is: \_\_\_\_\_

The contractor's principals\*\*/owners\*\*\* is  is not (check one) a member of the board. If applicable, the principal's/owner's name is: \_\_\_\_\_

W. Mark Hunt  
Signature of Board Member/Employee

William Mark Hunt  
Print Name

4/15/24  
Date

\* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.  
\*\* "Principal" means an owner or high-level management employee with decision-making authority.  
\*\*\* "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.

**EXHIBIT D  
DISCLOSURE AND CERTIFICATION OF  
CONFLICT OF INTEREST IN A CONTRACT**

I, William Mark Hunt, a board member an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization / OR "Other" (describe) \_\_\_\_\_ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Pinellas  
Contractor Name & Address: Pinellas County Schools 301 Fourth St. SW, Largo, FL 33779  
Contractor Contact Phone Number: 727-588-6006  
Description or Nature of Contract: Lease with Pinellas Technical College  
Description of Financial Benefit\*: Funds awarded to Board member's employer

For purposes of the above contract the following disclosures are made: The contractor's principals\*\*/owners\*\*\*: (check one)

have no relative who is a member of the board or an employee of the board; OR  
 have a relative who is a member of the board or an employee of the board, whose name is:  
\_\_\_\_\_

The contractor's principals\*\*/owners\*\*\* is  is not (check one) a member of the board. If applicable, the principal's/owner's name is: \_\_\_\_\_

W. Mark Hunt  
Signature of Board Member/Employee

William Mark Hunt  
Print Name

4/15/24  
Date

\* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

\*\* "Principal" means an owner or high-level management employee with decision-making authority.

\*\*\* "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.



# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Hunt-William-Mark	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE CareerSource Pinellas Workforce Development Board
MAILING ADDRESS 301 Fourth St. SW	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY Largo	COUNTY Pinellas
DATE ON WHICH VOTE OCCURRED May 22, 2024	NAME OF POLITICAL SUBDIVISION Pinellas County
	MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

### WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

### INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

#### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

**PRIOR TO THE VOTE BEING TAKEN** by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

**WITHIN 15 DAYS AFTER THE VOTE OCCURS** by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

#### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

**IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:**

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, William Mark Hunt, hereby disclose that on May 22, 20 24 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of Pinellas County Schools, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related Party Contract votes for ITAs and Lease Agreement with Pinellas County Schools.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

4/15/2024  
Date Filed

W. Mark Hunt  
Signature

**NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.**

**EXHIBIT C  
CONTRACT INFORMATION FORM**

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Scott Thomas, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Pinellas Board of Directors and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: Evara Health and CareerSource Pinellas

Contractor Name & Address: Evara Health 14100 58th Stree N Clearwater 33760

Contractor Contact Phone Number: 727-824-8181

Contract Number or Other Identifying Information, if any: Paid Work Experience (PWE)/On the Job training (OJT)

Contract Term: 7/1/2024-6/30/2025

Value of the Contract with no extensions or renewals exercised: up to \$100,000

Value of the Contract with all extensions and renewals exercised: \_\_\_\_\_

Description of goods and/or services to be procured: Work Experience

Method of procurement for the goods and/or services to be procured: PWE and OJT agreements

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Rebecca Sarlo

The nature of the conflicting interest in the contract: Employee of Evara Health

The board member or employee with the conflict of interest \_\_\_\_\_ did / did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

**If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.**

I further attest that the following is being provided with this form:

- A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- A draft copy of the related party contract and amendments, as applicable.
- Documentation supporting the method of procurement of the related party contract.
- A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract.

I certify that the information above is true and correct.

Scott Thomas  
6385029341142D  
Signature of Board Chair / Vice Chair\*

Scott Thomas  
Print Name  
4/11/2024

\_\_\_\_\_  
Date

\* Must be certified and attested to by the board's Chair or Vice Chair.

**EXHIBIT D  
DISCLOSURE AND CERTIFICATION OF  
CONFLICT OF INTEREST IN A CONTRACT**

I, Rebecca Sarlo, a **board member** / an employee of the board (circle one) hereby discloses that I, myself / **my employer** / my business / my organization / OR "Other" (describe) \_\_\_\_\_ (Circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Pinellas/LWDB 14  
Contractor Name & Address: Evara Health/14100 58<sup>th</sup> Street N. Clearwater, FL 33760  
Contractor Contact Phone Number: 727-824-8181  
Description or Nature of Contract: Work Based Learning (WBL)/Work Based Training (WBT) Provider  
Description of Financial Benefit\*: WBL/WBT enrollees provided and reimbursement for PWE/OJT paid to Board member's company.

For purposes of the above contract the following disclosures are made: The contractor's principals\*\*/owners\*\*\*: (check one)

have no relative who is a member of the board or an employee of the board, OR  
 have a relative who is a member of the board or an employee of the board, whose name is:  
\_\_\_\_\_

The contractor's principals\*\*/owners\*\*\*  is  is not (check one) a member of the board. If applicable, the principal's/owner's name is: \_\_\_\_\_

Rebecca Sarlo Digitally signed by Rebecca Sarlo  
Date 2024.04.15 11:18:34 -04'00'  
Signature of Board Member/Employee

Rebecca Sarlo  
Print Name

04/15/2024  
Date

\* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

\*\* "Principal" means an owner or high-level management employee with decision-making authority.

\*\*\* "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT-OF-INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.



# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME--FIRST NAME--MIDDLE NAME <b>Sarto Rebecca</b>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <b>CareerSource Pinellas Workforce Development Board</b>	
MAILING ADDRESS <b>14100 58th Street N.</b>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY <b>Clearwater</b>	COUNTY <b>Pinellas</b>	<input type="checkbox"/> CITY	<input checked="" type="checkbox"/> COUNTY
DATE ON WHICH VOTE OCCURRED <b>May 22, 2024</b>		NAME OF POLITICAL SUBDIVISION: <b>Pinellas County</b>	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer **also MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

**PRIOR TO THE VOTE BEING TAKEN** by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

**WITHIN 15 DAYS AFTER THE VOTE OCCURS** by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

**IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:**

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, Rebecca Sarlo, hereby disclose that on May 22, 2024 :

**(a) A measure came or will come before my agency which (check one or more)**

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of Evara Health, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

**(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:**

Related Party Contract votes for **PWE/OJT Agreements with Evara Health.**

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

04/15/2024  
Date Filed

Rebecca Sarlo  
Signature

Digitally signed by Rebecca Sarlo  
Date: 2024.04.15 11:19:23 -0400

**NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.**

### EXHIBIT C CONTRACT INFORMATION FORM

This form is to disclose a conflict or potential conflict and to seek approval of a contract involving a conflict or potential conflict of interest of board members or employees. All requested information is required. Failure to provide complete information may result in disapproval of the contract.

I, Scott Thomas, hereby certify the following information regarding a contract that was approved by a two-thirds (2/3) vote of a quorum of CareerSource Pinellas Board of Directors and will be executed and implemented immediately after receiving the State's approval in compliance with section 445.007(11), Florida Statutes.

Identification of all parties to the contract: Empact Solutions and CareerSource Pinellas

Contractor Name & Address: Empact Solutions 260 1st Ave. S. St. Petersburg, FL 33701

Contractor Contact Phone Number: 915-355-7715

Contract Number or Other Identifying Information, if any: Paid Work Experience (PWE) On the job training (OJT) & Summer Intern provided to Board member's company

Contract Term: 7/1/2024-6/30/2025

Value of the Contract with no extensions or renewals exercised: up to \$50,000

Value of the Contract with all extensions and renewals exercised: \_\_\_\_\_

Description of goods and/or services to be procured: Work Experience

Method of procurement for the goods and/or services to be procured: PWE and OJT agreements

Name of board member or employee whose conflict of interest required the board's approval of the contract by two-thirds (2/3) vote: Elizabeth Siplin

The nature of the conflicting interest in the contract: CEO of Empact Solutions

The board member or employee with the conflict of interest \_\_\_\_\_ did \_\_\_\_\_ did not (check one) attend the meeting(s), including subcommittee meetings, at which the board discussed or voted to approve the contract.

**If the board member or employee with the conflict of interest attended the meeting(s), including subcommittee meetings, at which the board discussed or voted on the contract, the board member or employee abstained from voting.**

I further attest that the following is being provided with this form:

- A certified board membership roster listing all members on the board at the time of the vote on the approval of the contract with a vote tally indicating attendance or absence at the meeting(s), including subcommittee meetings, and for those in attendance, the affirmative and negative votes and abstentions for each member.
- Consistent with the procedures outlined in section 112.3143, Florida Statutes, the dated and executed conflict of interest form that was submitted at or before the board meeting(s) in which a vote related to the contract took place, for board member/employee who has any relationship with the contracting vendor.
- A draft copy of the related party contract and amendments, as applicable.
- Documentation supporting the method of procurement of the related party contract.
- A copy of the board meeting and committee meeting minutes that document the discussion and approval of the related party contract.

I certify that the information above is true and correct.

Scott Thomas  
Signature of Board Chair / Vice Chair\*

Scott Thomas  
Print Name  
4/11/2024  
Date

\* Must be certified and attested to by the board's Chair or Vice Chair.

**EXHIBIT D  
DISCLOSURE AND CERTIFICATION OF  
CONFLICT OF INTEREST IN A CONTRACT**

I, Elizabeth Siplin, a board member / an employee of the board (circle one) hereby disclose that I, myself / my employer / my business / my organization/ OR "Other" (describe) \_\_\_\_\_ (circle one or more) could benefit financially from the contract described below:

Local Workforce Development Board: CareerSource Pinellas

Contractor Name & Address: Empact Solutions 260 1st Ave. S. St. Petersburg, FL 33701

Contractor Contact Phone Number: 915-355-7715

Description or Nature of Contract: Work Experience

Description of Financial Benefit\*: Paid Work Experience (PWE)/On the job training (OJT) & Summer Youth PWE provided to Board member's company

For purposes of the above contract the following disclosures are made: The contractor's principals\*\*/owners\*\*\*: (check one)

have no relative who is a member of the board or an employee of the board; OR

have a relative who is a member of the board or an employee of the board, whose name is:

The contractor's principals\*\*/owners\*\*\*  is  is not (check one) a member of the board. If applicable, the principal/decision maker's name is: Elizabeth Siplin



Signature of Board Member/Employee

Elizabeth Siplin

Print Name

4/16/2024

Date

\* "Benefit financially from a contract" means the special private financial gain to a member, a special private financial gain to any principal which retains the member, the special private financial gain of the parent organization or subsidiary of a corporate principal which retains the member or the special private financial gain to any member's relatives or business associate or to a board employee and such benefit is not remote or speculative.

\*\* "Principal" means an owner or high-level management employee with decision-making authority.

\*\*\* "Owner" means a person having any ownership interest in the contractor.

NOTICE: CONFLICTS OF INTEREST REGARDING BOARD MEMBERS AND BOARD EMPLOYEES MUST BE DISCLOSED PRIOR TO THE BOARD'S DISCUSSION OR VOTING TO APPROVE THE CONTRACT. BOARD MEMBERS WHO BENEFIT FINANCIALLY OR BOARD MEMBERS OR EMPLOYEES OF THE BOARD WHO HAVE A RELATIONSHIP WITH THE CONTRACTING VENDOR MUST ABSTAIN FROM VOTING DURING THE PERIOD OF TIME THE VOTES ARE CAST, AND THE CONTRACT MUST BE APPROVED BY A TWO-THIRDS VOTE OF THE BOARD WHEN A QUORUM HAS BEEN ESTABLISHED. COMPLETION OF THIS FORM DOES NOT IN ANY WAY SUPERSEDE OR SUBSTITUTE FOR COMPLIANCE WITH CONFLICT OF INTEREST DISCLOSURE REQUIREMENTS OF SECTION 112.3143, FLORIDA STATUTES, OR SECTION 101(f), WIOA.





**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, Elizabeth Siplin, hereby disclose that on May 22, 20 24 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of Empact Solutions, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Related Party Contract votes for PWE/OJT Agreements with Empact Solutions.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

4/16/2024

Date Filed

DocuSigned by:

*Elizabeth Siplin*

B464E50A70E24BE

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



## ACTION ITEM 3

### Renewal of Approved Training Providers

CareerSource Pinellas enters into individual training provider agreements with each approved training provider. These agreements have previously been administered annually with a two year renewal period contingent upon Workforce Solutions Committee and Board of Directors approval. The renewal process includes submission of:

- Provide most recent Florida Education & Training Placement Information Program (FETPIP) Reports to include: enrollment, completion, retention, employment rates of students.
- Provide Training Provider Renewal Application and Agreement.
- Provide Program Cost details (tuition, books, supplies and testing fees) and a copy of current catalog and schedule or website link with required information.
- Provide a copy of a valid license from the Commission for Independent Education (CIE).
- Programs must be listed on the [Master Credential List](#).

CareerSource Pinellas monitors training provider performance and presents this information to the Workforce Solutions Committee on a quarterly basis. Provider performance will continue to be monitored as the Reach Office develops new performance guidance and thresholds.

The follow training providers completed all the necessary steps for agreement renewal effective July 1, 2024.

St. Petersburg College
Pinellas Technical College
ATA Career College
CodeBoxx
Keiser University
Southern Technical Institute

#### RECOMMENDATION

Approval for CareerSource Pinellas to enter into two year (7/1/24-6/30/26) renewal agreements with the above listed training providers.



## ACTION ITEMS 4 & 5

### Approval of New Training Providers

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#### Clearview Adult Education Center

3815 43<sup>rd</sup> St. St. Petersburg, FL 33714

#### Pinellas High Innovation

1220 Palmetto St. Clearwater, FL 33755

Both campuses are extensions of Pinellas Technical College, and both are accredited by the Commission of the of the Council on Occupational Education.

### Courses/Certificate/Diploma Programs

#### Clearview Adult Education Center

Program – Type of Degree or Certificate	Books & Supplies	Tuition & Fees	Total Cost	Duration of Training	Completion Rate	Average Wage at Placement	Retention Rate
Phlebotomy	\$564	\$481	\$1,045	3 Months	New	\$14.84	31%
Computer Systems & Information Technology (CSIT)	\$915	\$3,870	\$4,785	900 Clock Hours	New	\$21.20	83%

### Courses/Certificate/Diploma Programs

#### Pinellas High Innovation

Program – Type of Degree or Certificate	Books & Supplies	Tuition & Fees	Total Cost	Duration of Training	Completion Rate	Average Wage at Placement	Retention Rate
Phlebotomy	\$564	\$481	\$1,045	3 Months	New	\$14.84	31%
Computer Systems & Information Technology (CSIT)	\$915	\$3,870	\$4,785	900 Clock Hours	New	\$21.20	83%

### RECOMMENDATION

Approval to add Clearview Adult Education Center and Pinellas High Innovation to the CSPIN Eligible Training Provider List.





**ACTION ITEM 6**  
**Approval of New Training Programs**  
**for**  
**Pinellas Technical College (PTC)**  
**301 Fourth Street SW**  
**Largo, FL 33779**

Pinellas Technical College submitted new training courses for approval. If approved, the training programs are eligible for approval through June 30, 2026.

**Courses/Certificate/Diploma Programs**

Program – Type of Degree or Certificate	Books & Supplies	Tuition & Fees	Total Cost	Duration of Training	Completion Rate	Average Wage at Placement	Retention Rate
Applied Cybersecurity	\$1,889	\$2,190	\$4,079	8 Months	New	\$30.86	New
Diesel Maintenance Technician	\$6,872	\$1,752	\$8,624	6 Months	New	\$18.51	New
Fundamental Foodservice Skills	\$2,229	\$1,752	\$3,981	6 Months	New	\$13.29	New
Heating, Ventilation, Air Conditioning-Refrigeration-ESOL	\$1,778	\$2,190	\$3,968	8 Months	New	\$17.64	New
Computer-Aided Drawing and Modeling	\$3,504	\$1,678	\$5,182	12 Months	New	\$19.00	New

**RECOMMENDATION**

Approval to add new Pinellas Technical College training programs to the eligible training provider list effective July 1, 2024.



**ACTION ITEM 7**  
**Approval of New Training Programs**  
**for**  
**St. Petersburg College**  
**P.O. Box 13489**  
**St. Petersburg, FL 33733**

St. Petersburg College submitted new training courses for approval. If approved, the training programs are eligible for approval through June 30, 2026.

**Courses/Certificate/Diploma Programs**

Program – campus	Books & Supplies	Tuition & Fees	Total Cost	Duration of Training	Completion Rate	Average Wage at Placement	Retention Rate
Computer Support Certification – SPC Epi Center	\$0	\$2,346	\$2,346	9 mo.	New	\$19.27	New
Cybersecurity – SPC Epi Center	\$0	\$14,724	\$14,724	4 years	New	\$48.17	New
Networking Technologies – SPC Epi Center	\$0	\$6,705	\$6,705	1 year	New	\$25.53	New
Patient Care Tech w/ Phlebotomy – SPC Epi Center	\$0	\$4,995	\$4,995	12 weeks	New	\$16.89	New
Registered Nurse Refresher / Remediation – SPC Epi Center	\$0	\$6,995	\$6,995	12 weeks	New	\$27.00	New
Supply Chain Principles – SPC Epi Center	\$0	\$500	\$500	16 weeks	New	\$22.00	New
Technology Development & Management – SPC Epi Center	\$0	\$14,724	\$14,724	4 years	New	\$26.37	New
Healthcare Data Management Certificate – SPC Pinellas Park	\$1,296	\$1,960	\$3,253	6 mo.	New	\$22.00	New
Medical Coding and Revenue Management – SPC Pinellas Park	\$1,731	\$3,665	\$5,396	1-2 years	New	\$23.00	New
RN-BSN Program – SPC Pinellas Park	\$1,282	\$3,962	\$5,209	1 year	New	\$34.28	98%
Audio Production & Engineering – SPC Gibbs	\$0	\$1,676	\$1,676	1 year	New	\$21.31	New
Digital Graphic CT – SPC Seminole	\$0	\$1,676	\$1,676	6 mo.	New	\$31.83	New

**RECOMMENDATION**

Approval to add new St. Petersburg College training programs to the eligible training provider list effective July 1, 2024.



## **INFORMATION ITEM 1**

### **Workforce Solutions Committee Duties, Responsibilities & Goals for PY'2023 – 2024**

The following represents the Duties and Responsibilities of the Workforce Solutions Committee taken from the Organization's bylaws:

#### **SECTION 6 – Workforce Solutions Committee Membership, Duties and Responsibilities**

The Workforce Solutions Committee shall be chaired by a Board member appointed by the Board Chair and shall consist of those members deemed appropriate and appointed to the Committee by the Workforce Solutions Committee Chair. The Workforce Solutions Committee shall be responsible for:

- Reviewing and recommending approval of the services and programs delivered to employers;
- Reviewing and recommending approval of training vendor applications and other actions pertaining to training vendors;
- Reviewing periodic training vendor performance reports;
- Reviewing the region's activities related to targeted industries;
- Creating and maintaining the regional targeted occupations list; and
- Reviewing and recommending approval of the Board's partnerships with economic development organizations and other business associations in accordance with the committee's annual strategic plan.



## INFORMATION ITEM 1 (cont.)

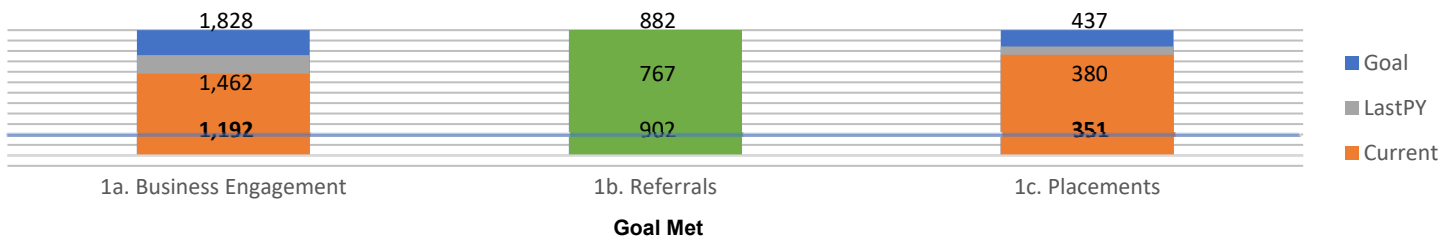
### Workforce Solutions Committee Duties, Responsibilities & Goals for PY'2023 - 2024

Through March 31<sup>st</sup>, 2024

Based upon the above bylaws, the Committee developed Goals for 2023-2024.

#### 1. Services to Employers:

- a. Increase business engagement by 25% compared to program year 2022-2023
- b. Increase referral of qualified job seekers to open job orders by 15%
- c. Increase the number of Direct Placements and Obtained Employments entered in EF by 15%



#### 2. Approval of Training Providers:

- a. Approve at least 4 new training providers during 2023-2024 to expand training options and customer choice.
  - *CareerSource Pinellas and CareerSource Tampa Bay adopted a regionalized approach to enhance efficiency of the renewal process. Majority of training providers have completed the process with an effective renewal date of July 1, 2024 with only a few providers missing minimal documents.*

#### 3. Targeted Industries:

- a. Business Services participated in multiple events focused on various employment sectors.
  - *January-staff attended an event with the CodeBoxx Foundation focused on IT/Programming opportunities. A presentation on the consolidation and business services was provided to the Tampa Bay Partnership Workforce Development Work Group. Staff also participated in the Digital Inclusion Project led by Pinellas Education Foundation/Community Foundation Tampa Bay*



## INFORMATION ITEM 1 (cont.)

### Workforce Solutions Committee Duties, Responsibilities & Goals for PY'2023 - 2024

- *February-staff participated in a workforce discussion with Mortenson, a construction company who will be bidding on the Hines/Rays Gas Plant District project. The focus was accessibility to a skilled construction/trades workforce and capabilities within Pinellas.*

#### 4. Regional Targeted Occupation List:

- a. New occupations will be reviewed and approved as need arises.
  - *None at this time.*

#### 5. Economic Development Organizations and Business Associations:

- a. Business Services presented at the following Economic Development and Chamber/Business Association meetings
  - *February-CEO and Business Services Director presented to the North County municipal representatives in Oldsmar*
    - *Presented to Forward Pinellas, provided an update on the consolidation and services to the community*
    - *Attended the ribbon cutting at the new Chris Sprowls SPC Workforce Hub in Tarpon Springs*
    - *Presented info on Business Services and Programs to Pinellas Economic Development staff*
    - *Presented info on Business Services via the Small Business Development Center webinar series, "Meeting your Workforce Needs"*
  - *March-presented info to St. Pete Works program staff, to include updates on events and available program funding/services*
    - *Attended the SPC Construction Expo at Midtown Campus*
    - *Hosted the first Business and Education Consortium as mandated by the REACH Act*
    - *Met with the United Ways VP of Community Impact to discuss workforce partnerships*
    - *Attended the Pinellas County Economic Development Partners Meeting*
    - *Attended the Future of Work Task Force meeting with St. Pete Chamber of Commerce*
    - *Attended the City Hall on Tour with City of St. Pete, Workforce focus*
    - *Attended the NAWB Conference in Washington D.C.*
- b. *Hosted the Industry Roundtable: Hiring Persons with Disabilities*



**INFORMATION ITEM 2**  
**Training Provider Spending**  
**For the period July 1, 2023 - February 29, 2024**

Training Provider	Customer Training	Approved Spending (if required)	Remaining	# of Participants	Avg/ Per Part
Academy for Dental Assistants, (Pinellas)	5,915			2	2,958
Access Computer Training, (Hillsborough)	56,000			10	5,600
American Manufacturing Skills Initiative (AmSkills)	-				
Applied Technology Academy Distance Learning	4,990			1	4,990
ATA Career Education	2,027			1	2,027
BizTech Learning Centers, Inc., ( Pinellas)	-				
Brewster Technical Center	5,000			1	5,000
Center for Technology Training	45,960			9	5,107
Central Florida Heat and Frost Insulators J.A.C. (RA)					
Champion Truck Driving School	96,420			19	5,075
CodeBoxx Technology Corporation	80,000			13	6,154
Computer Coach IT Training Solutions	47,500			8	5,938
Concorde Career Institute, (Hillsborough)	-				
Connecticut School of Broadcasting, (Hillsborough)					
Florida Technical College	2,500			1	2,500
Galen College of Nursing, (Pinellas)	202,433			47	4,307
Genuine Healthcare Institute, LLC	2,200			1	2,200
Gold Coast Professional Schools					
Hillsborough Community College					
IEC- Independent Electrical Contractors, FAAC					
International Union of Operating Engineers (RA)					
Ironworkers (RA)					
JATC - Tampa Area Electrical JATC, (Hillsborough), FAAC (RA)	13,406			18	745
Jersey College, (Largo Campus)	12,500			2	6,250
Keiser University	5,000			1	5,000
Masonry (RA)					
MY IT Future Institute (LTJ Group V, LLC)	10,000			2	5,000
National Aviation Academy	13,816			4	3,454
Net Synergy Virtual Solutions LLC					
New Horizon Computer Learning Center, (Hillsborough)	99,650			18	5,536
Pinellas Technical College Education Centers *	40,216	300,000	259,784	24	1,676
Plumbers and Pipefitters and HVAC, local union 123 (RA) *					
R.V. Training Center					
Rasmussen College					
Refrigeration & Air Conditioning Contractors (RACCA) (RA)					
Roadmaster Drivers School, Inc., (Hillsborough)					
Schiller International University, (Pinellas)					
Southern Technical Institute, Pinellas Park, (Pinellas)	6,395			4	1,599
St. Petersburg College *	74,310	500,000	425,690	37	2,008
Superior Aviation Gate					
Tampa Bay Aviation					
Tampa Truck Driving School, Inc.					
Ultimate Medical Academy (Pinellas) *	54,337	250,000	195,663	15	3,622
Ultimate Medical Academy (Online)					
University of South Florida / Innovative Education, SACS	6,280			4	1,570
Veritas Nursing Academy					
Webster University					
<b>Total</b>	<b>\$ 880,939</b>			<b>240</b>	<b>\$ 3,671</b>
<b>Prior Year - Same Period</b>	<b>\$ 1,016,716</b>			<b>254</b>	<b>\$ 4,003</b>
<b>Variance</b>	<b>\$ (135,777)</b>			<b>(14)</b>	<b>\$ (332)</b>
	<b>-13%</b>			<b>-6%</b>	<b>-8%</b>

**RELATED PARTY CONTRACTS (with multiple components)**

	Spending	Amount	Remaining	Component
<b>Pinellas Technical Education Centers *</b>	40,216	300,000	259,784	Training (ITA)
	82,687	130,000	47,313	Leases
	<b>122,903</b>	<b>430,000</b>	<b>307,097</b>	
<b>St. Petersburg College *</b>	74,310	500,000	425,690	Training (ITA)
	93,318	160,000	66,682	Leases
	18,000	60,000	42,000	Contracts
	<b>185,628</b>	<b>720,000</b>	<b>534,372</b>	
<b>Ultimate Medical Academy (Pinellas) *</b>	54,337	250,000	195,663	Training (ITA)
	-	100,000	100,000	OJT
	<b>54,337</b>	<b>350,000</b>	<b>295,663</b>	

\* Contracts required two-third board approval.

Note: Amounts above represent disbursements made to training providers during time period.

PY20/21 - thru 03/31/2024							
Provider	Enrolled at any time during PY	Training Closed for any reason during PY	Successful Training Completion Rate	Job Placement Rate	Training Related Job Placement Rate	Average Wage at Placement	Credential Attainment Rate
PY23/24	412	261	75.1%	52.0%	26.8%	\$23.98	76.2%
PY22/23	523	323	72.4%	78.2%	39.9%	\$21.75	70.0%
PY21/22	520	358	75.4%	84.1%	44.1%	\$21.79	78.2%
PY23/24 - thru 03/31/2024							
Academy for Applied Technology	0	0	--	--	--	--	--
Academy for Dental Assistants	3	3	33.3%	0.0%	0.0%	\$18.00	66.7%
Access Computer Training	17	15	73.3%	54.5%	20.0%	\$18.33	73.3%
Aguilas International Technical Institute	0	0	--	--	--	--	--
ATA Career Education	1	1	100.0%	0.0%	0.0%	--	100.0%
Career Tech, LLC	0	0	--	--	--	--	--
Center for Technology Training	12	6	100.0%	83.3%	33.3%	\$41.75	100.0%
Champion Truck Driving School	30	25	100.0%	52.0%	48.0%	\$24.33	96.0%
CNA Training Institute	0	0	--	--	--	--	--
Codeboxx Technology School	15	4	50.0%	0.0%		\$25.00	50.0%
Computer Coach IT Training Solutions	9	3	100.0%	66.7%	33.3%	\$16.84	100.0%
Concorde Institute	1	1	0.0%	--	0.0%	\$20.00	100.0%
DATS of Florida, Inc	1	1	100.0%	100.0%	100.0%	\$19.00	100.0%
Finlay Institute of Nursing	0	0	--	--	--	--	--
FleetForce Truck Driving School	0	0	--	--	--	--	--
Florida Career College	0	0	--	--	--	--	--
Florida Technical College	1	0	--	--	--	--	--
Florida Trade Academy	0	0	--	--	--	--	--
Galen College of Nursing, (Sarasota)	0	0	--	--	--	--	--
Galen Health Institute, Inc.	60	27	51.9%	71.4%	37.0%	\$22.95	55.6%
Genuine Healthcare Institute, LLC	1	1	100.0%	100.0%	100.0%	\$18.00	100.0%
Herzing University	0	0	--	--	--	--	--
Hillsborough Community College	0	0	--	--	--	--	--
Hillsborough County School Board	0	0	--	--	--	--	--
Jersey College	7	4	0.0%	--		\$17.19	0.0%

JobWorks dba JobWorks Education and Training Systems	0	0	--	--	--	--	--
Keiser University	1	0	--	--	--	--	--
Learning Alliance Corp	0	0	--	--	--	--	--
National Aviation Academy	8	8	87.5%	14.3%	12.5%	\$14.49	100.0%
Net Synergy Pre-Apprenticeship LT3 Academy	0	0	--	--	--	--	--
New Horizons Computer Learning Center of Tampa Bay	43	43	97.7%	45.2%	20.9%	\$29.83	97.7%
Palm Beach Code School	0	0	--	--	--	--	--
Pinellas County Schools	77	38	65.8%	52.0%	21.1%	\$18.25	65.8%
Rasmussen University	3	2	50.0%	0.0%	0.0%	--	50.0%
Roadmaster Driver's School, Inc.	0	0	--	--	--	--	--
Southern Technical Institute	22	21	57.1%	50.0%	19.0%	\$15.36	61.9%
St. Petersburg College	60	29	72.4%	28.6%	6.9%	\$29.08	72.4%
Suncoast Career Academy	0	0	--	--	--	--	--
Tampa Medical College	0	0	--	--	--	--	--
Tampa Truck Driving School	0	0	--	--	--	--	--
Tampa Vocational Institute	0	0	--	--	--	--	--
Ultimate Medical Academy - Online	0	0	--	--	--	--	--
Ultimate Medical Academy, Inc.	29	20	85.0%	76.5%	55.0%	\$16.58	80.0%
University of South Florida	11	9	66.7%	100.0%	55.6%	\$43.30	66.7%
<b>Grand Total</b>	<b>412</b>	<b>261</b>	<b>75.1%</b>	<b>52.0%</b>	<b>26.8%</b>	<b>\$23.98</b>	<b>76.2%</b>





## INFORMATION ITEM 4

### Work-based Learning and On-the-Job Training Spending For the period July 1, 2023 - February 29, 2024

OJT Provider	Work-based Learning Spending	Approved Spending (if required)	Remaining	# of Participants	Avg./Per Part
Bausch & Lomb	\$ 5,440			1	\$ 5,440
Bert Smith Oldsmobile, Inc.	\$ 1,800			1	\$ 1,800
Builders Automation Machinery	\$ 7,582			1	\$ 7,582
Dependable Marketing Solutions	\$ 1,020			1	\$ 1,020
Manpower	\$ 463,191			249	\$ 1,860
Net Synergy virtual Solutions, LLC	\$ 18,420			5	\$ 3,684
<b>Total</b>	<b>\$ 497,454</b>			<b>258</b>	<b>\$1,928</b>

<b>Prior Year Same Period</b>	<b>\$ 436,439</b>			<b>161</b>	<b>\$ 2,711</b>
<b>Variance</b>	<b>\$ 61,015</b>			<b>97</b>	<b>\$ (783)</b>

<u>Manpower Breakout</u>	<u>Amount</u>	<u>Participants</u>	<u>Avg/Per Part</u>
WIOA Adult OJT	6,962	4	\$ 1,741
WIOA Youth Paid-Work- Experience	162,524	73	\$ 2,226
Summer PAYS - TANF	293,706	172	\$ 1,708
	<b>\$ 463,191</b>	<b>249</b>	<b>\$ 1,860</b>

# Key Performance Report 1 - Develop Robust Partnerships with Employers

- **Objective 1:** Utilize and partner with existing business group that convene employers regularly to understand immediate and future needs.
- **Objective 2:** Develop and execute a marketing strategy to build awareness with businesses about engagement and services available.
- **Objective 3:** Increase services to incumbent workers and underemployed workers.
- **Objective 4:** Develop methods that help businesses navigate the workforce system's services and that connect them with qualified applicants.

## 11 Business Group Partners

- | BAMA (Bay Area Manufacturing Association)
- | Central Pinellas Chamber
- | Greater Seminole Chamber of Commerce
- | Pinellas Economic Development
- | Recruiter Networking Group
- | St. Petersburg Area Econ. Development Corp
- | St. Petersburg Chamber
- | Tampa Bay Beaches Chamber
- | Tampa Bay Tech
- | Upper Tampa Bay Chamber
- | Volunteers of Active Disaster (VOAD)

July 1, 2023 - March 31, 2024

Employers Served

1,192

Job Orders Posted

9,041

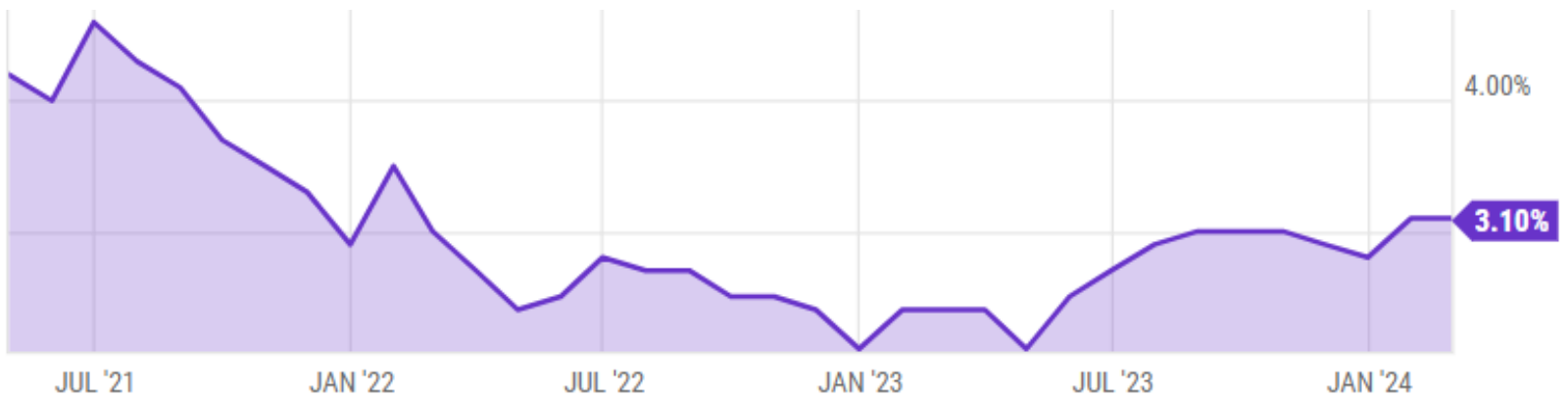
Newly Registered Employers

174

Services Provided by Staff

6,430

The unemployment rate in the CareerSource Pinellas region (Pinellas County) was 3.1 percent in February 2024. This rate was 0.7 percentage point higher than the region's year ago rate of 2.4 percent. The region's February 2024 unemployment rate was equal to the state rate of 3.1 percent.



## Employer Industries Represented



# Key Performance Report 2 - Expand Outreach to Jobseekers

- **Objective 1:** Target outreach efforts based on areas of opportunity.
- **Objective 2:** Expand the virtual delivery of service system currently in place.
- **Objective 3:** Conduct analysis of existing asset mapping to identify local community-based organizations and resource assets that might assist with outreach and service delivery.
- **Objective 4:** Conduct a gap analysis through engagement with priority customers and key stakeholders to assess what services may be missing and/or what changes are needed in how services are delivered to ensure participation.
- **Objective 5:** Support individuals to gain employment through a system of wraparound services that is responsive to their diverse experience and needs.
- **Objective 6:** Develop a Regional Targeted Occupations List.

From July 1, 2023 thru March 31, 2024  
**197** Employers participated in career  
 fairs with **1,069** job seekers attending.

Job Seekers during PY

3,696

Placements Recorded

1,250

Services Provided

13,756

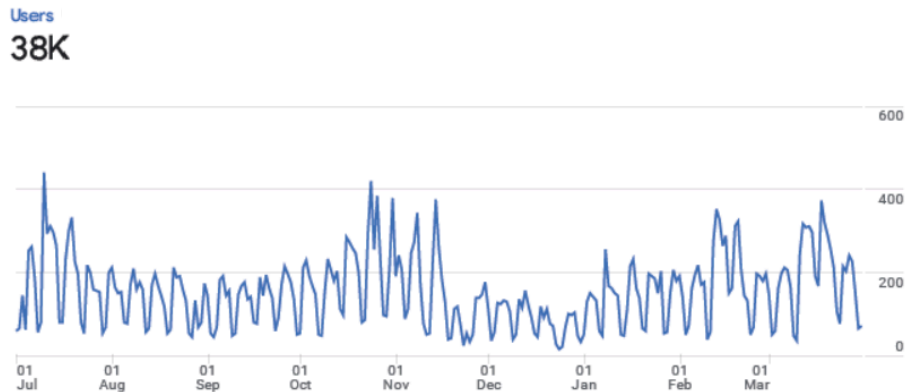
## Professional Networking Group

The Professional Networking Group is a specialty service available for individuals who meet specific criteria and typically command a higher wage at placement. Currently, Business Services staff host a monthly. Orientation session to provide information on what job seekers can expect from the group and provide an overview of available services and programs. After attending Orientation, job seekers are next invited to attend weekly meetings which feature a mix of presentations, activities, and guest speakers.

## Focus on service

The Business Services team has focused heavily on partnership development with employers and community-based organizations to ensure that the needs of the business community are being met while also focusing efforts on targeted outreach to socio-economically challenged communities who are the most in need of support. Through these efforts, the team has reignited our presence across Pinellas County which has resulted in a reestablishment of trust within the community.

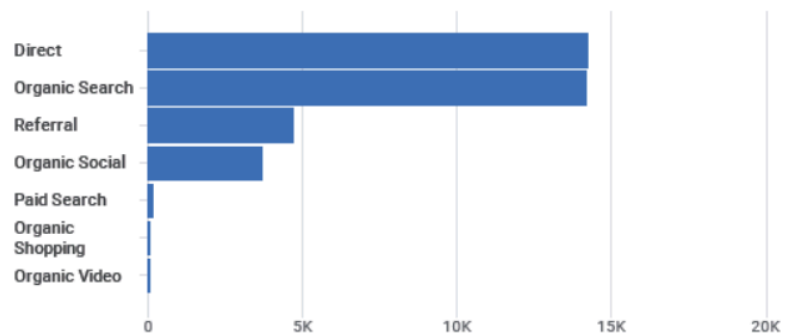
## Website Statistics Jul 1 - March 31, 2024



### Views by Page title and screen class

PAGE TITLE AND SCREEN CLASS	VIEWS
CareerSource Pinellas – Connecting ...	28K
Workforce Innovation & Opportunity ...	11K
Hiring Events – CareerSource Pinellas	8.2K
Professional Skills Workshops – Car...	5.6K
Career Services – CareerSource Pin...	3.5K
Join Our Team – CareerSource Pinell...	3.2K
Contact Us – CareerSource Pinellas	3K

### New users by First user primary channel group (Default Channel Group)



# Key Performance Report 3 - Build Organizational Capacity; Promote Change and Transformation of CareerSource Pinellas

- **Objective 1:** Present a positive message of the organization to include all that is currently being done and what will be done based on the strategic plan.
- **Objective 2:** Update talking points for use by board members and staff as part of the awareness campaign.
- **Objective 3:** Continue to improve and enhance the technology infrastructure both internally for staff to be more efficient and for communication among the system's partners and to increase user friendly access for customers.
- **Objective 4:** Ensure compliance and work with/train on the new ways of doing business that are in compliance while reducing the burden on customers through streamlined compliant processes.
- **Objective 5:** Develop methods to regularly listen to customers to test new processes before implementing them permanently.

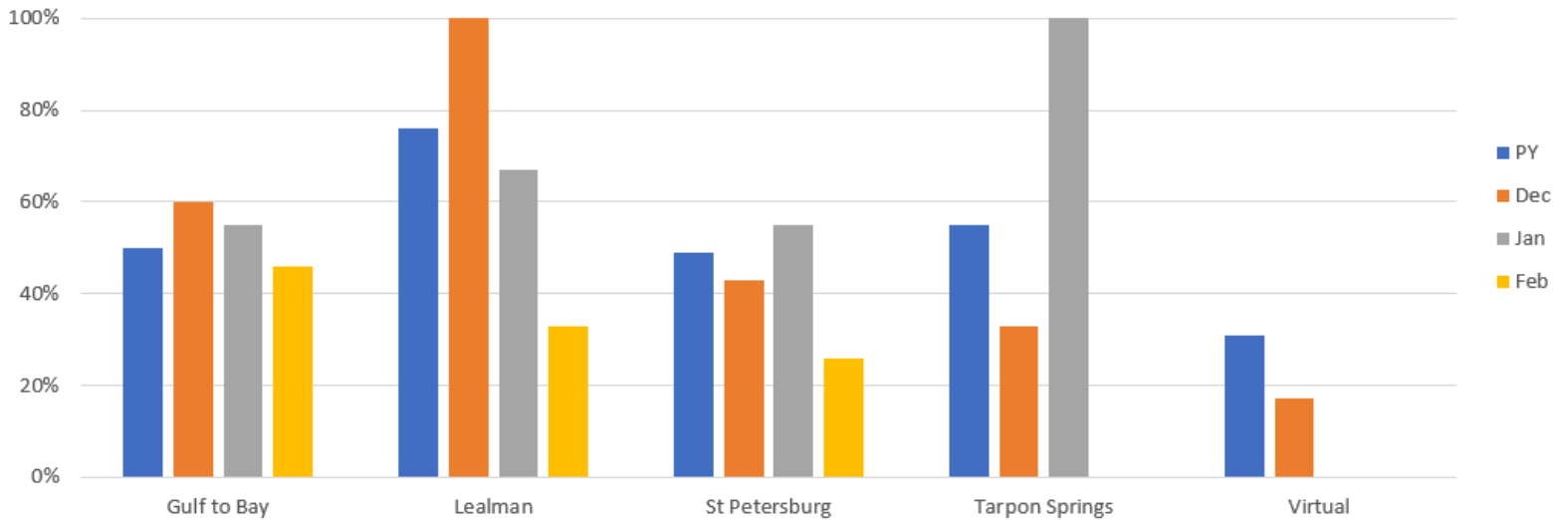
## Strategy

*Utilizing a robust and concerted effort focusing on Servant Leadership, Trust, Transparency, Employee Engagement, Training, and Development the Leadership team has fostered an environment that has led to a culture of learning as well as achievement of positive outcomes for all stakeholders.*

## Awareness

*Our internal marketing team and Tucker Hall, Public Relations Firm, are actively working to assist with strategic communications and to amplify our voice in the Tampa Bay area.*

## Net Promotor



Services Accessed by Month													
Service	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Appointment with Staff	36.11%	33.77%	38.55%	38.81%	40.00%	30.00%	36.07%	36.84%					36.27%
Live or Recorded Online Workshops	30.56%	42.86%	38.55%	41.79%	30.00%	28.00%	39.34%	26.32%					34.68%
Recruitment Event	0.00%	9.09%	6.02%	11.94%	8.33%	12.00%	8.20%	12.28%					8.48%
Reemployment Assistance	69.44%	61.04%	83.13%	71.64%	61.67%	72.00%	63.93%	78.95%					70.23%
Use of Computer Lab	11.11%	10.39%	12.05%	14.93%	8.33%	16.00%	18.03%	15.79%					13.33%
Workforce Program Services (Job Search/WIOA/WTP/SNAP)	19.44%	35.06%	31.33%	23.88%	26.67%	42.00%	32.79%	36.84%					31.00%
Other	5.56%	9.09%	4.82%	10.45%	6.67%	8.00%	11.48%	10.53%					8.33%



## CareerSource Pinellas Letter Grade - Historical Data

Metric	Max Points	Baseline			
		6/30/2022	6/30/2023	9/30/2023	12/31/2023
1. Participants with Increased Earnings	25	20.64	24.01	21.59	19.96
2. Reduction in Public Assistance	25	25.00	25.00	25.00	25.00
3. Employment and Training Outcomes	20	18.89	17.78	16.67	17.78
4. Participants in Work-Related Training	10	5.89	7.44	7.30	7.33
5. Continued Repeat Business	5	2.56	4.00	4.45	4.72
6. Year-over-Year Business Penetration	5	4.00	4.50	4.50	4.50
7. Completion-to-Funding Ratio	10	10.00	10.00	10.00	10.00
Extra Credit: Serving Individuals on Public Assistance	5	1.00	4.00	1.00	2.00
<b>Total Grade</b>	<b>105</b>	<b>87.98</b>	<b>96.73</b>	<b>90.51</b>	<b>91.29</b>

**GRADE**

**B+**

**A**

**A-**

**A-**



## Florida Workforce Board Regions Q2 2023-2024 Letter Grades

Ranking	Region	Board	Score	Grade
1	23	South Florida	101.12	A+
2	22	Broward	99.30	A+
3	24	Southwest Florida	98.25	A+
4	12	Central Florida	97.69	A+
5	8	Northeast Florida	96.88	A
6	19	Heartland	94.30	A
7	11	Flagler Volusia	94.25	A
8	15	Tampa Bay	93.29	A
9	14	Pinellas	91.29	A-
10	10	Citrus Levy Marion	90.89	A-
11	3	Chipola	90.60	A-
12	2	Okaloosa Walton	89.28	B+
13	21	Palm Beach County	89.15	B+
14	20	Research Coast	88.97	B+
15	6	North Florida	87.74	B+
16	16	Pasco Hernando	87.21	B+
17	5	Capital Region	87.18	B+
18	13	Brevard	86.46	B
19	4	Gulf Coast	86.35	B
20	1	Escarosa	86.07	B
21	18	Suncoast	85.36	B
22	7	Florida Crown	83.57	B
23	17	Polk	82.92	B-
24	9	North Central Florida	79.62	C+



Data as of: 12/31/2023

Metric	Metric Category	Weight	Numerator	Denominator	Rate (%)	YOY Rate Difference	Target (%)	Target Met <sup>1</sup> (%)	Weighted Performance <sup>2</sup> (%)
1. Participants with Increased Earnings	Employment and Training Services, Self-Sufficiency	0.25	1,362	3,412	39.92	-	50.00	79.84	<b>19.96</b>
2. Reduction in Public Assistance	Employment and Training Services, Self-Sufficiency	0.25	1,707	3,282	52.01	-	50.00	100.00	<b>25.00</b>
3. Employment and Training Outcomes	Employment and Training Services	0.20	16	18	88.89	-	100.00	88.89	<b>17.78</b>
4. Participants in Work-Related Training	Training Services	0.10	910	4,968	18.32	-	25.00	73.28	<b>7.33</b>
5. Continued Repeat Business	Business Services	0.05	871	2,634	33.07	-	35.00	94.49	<b>4.72</b>
6. Year-Over-Year Business Penetration	Business Services	0.05	-	-	-	2.46	100.00	90.00	<b>4.50</b>
PY 2022-2023 Business Penetration		-	1,166	25,411	4.59	-	-	-	-
PY 2023-2024 Business Penetration		-	1,823	25,876	7.05	-	-	-	-
7. Completion-to-Funding Ratio	Employment and Training Services	0.10	4.20	3.81	100.00	-	100.00	100.00	<b>10.00</b>
Exiters: Local Board (N) / Statewide (D)		-	3,400	81,026	4.20	-	-	-	-
Budget: Local Board (N) / Statewide (D)		-	\$5,647,208	\$148,251,985	3.81	-	-	-	-
Extra Credit: Serving Individuals on Public Assistance	Employment and Training Services, Self-Sufficiency	Up to 0.05 points	2,548	5,413	47.07	-	-	-	<b>2.00</b>
								<b>TOTAL</b>	<b>91.29</b>

<sup>1</sup> Percentage of Target Met for the Business Penetration metric is based on year-over-year percentage point difference as follows:

- ≥ 4 = 100%
- 2 to < 4 = 90%
- 0 to < 2 = 80%
- 2 to < 0 = 70%
- 4 to < -2 = 60%
- 6 to < -4 = 40%
- 8 to < -6 = 20%
- < -8 = 0%

<sup>2</sup> Weighted Performance for the Extra Credit Metric are extra credit points awarded based on the rate as follows:

- ≥ 55% = 5 points
- 51% to < 55% = 4 points
- 49% to < 51% = 3 points
- 47% to < 49% = 2 points
- 45% to < 47% = 1 point