



**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
EXECUTIVE COMMITTEE MEETING
THURSDAY, NOVEMBER 13, 2025
8:15 A.M.**

VIA ZOOM ONLY

The public may view the session online. **Registration is required:**
https://us02web.zoom.us/webinar/register/WN_ISSH7LAzTdywsrtfD2Q3IA

AGENDA

1. Call to Order and Introductions
2. Public Comment
3. Approval of Executive Committee Meeting Minutes
 - A. October 9, 2025
4. Informational – Labor Market and Economic Changes
5. Informational – Commissioners District Performance Report
6. Informational – Miami-Dade County Opportunity Zone Workgroup
7. Approval – Florida Commerce Questionnaire

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"Members of the public shall be given a reasonable opportunity to be heard on a specific agenda item, but must register with the agenda clerk prior to being heard."



SFWIB EXECUTIVE COMMITTEE

DATE: 11/13/2025

AGENDA ITEM NUMBER: 2

AGENDA ITEM SUBJECT: PUBLIC COMMENT

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **National leader in an ROI-focused enterprise**

BACKGROUND:

N/A

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB EXECUTIVE COMMITTEE

DATE: 11/13/2025

AGENDA ITEM NUMBER: 3

AGENDA ITEM SUBJECT: EXECUTIVE COMMITTEE MEETING MINUTES

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Executive Committee to approve minutes from the October 9, 2025 meeting, as set forth below.

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

N/A

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SFWIB EXECUTIVE COMMITTEE MEETING MINUTES

DATE: 11/13/2025

AGENDA ITEM: 3A

AGENDA TOPIC: MEETING MINUTES

SFWIB EXECUTIVE COMMITTEE MEETING

DATE: October 9, 2025

LOCATION: Zoom Only

ZOOM: https://us02web.zoom.us/webinar/register/WN_ISSH7LAzTdywsrtfD2Q3IA

- 1. CALL TO ORDER & INTRODUCTIONS:** Mr. Joe Chi, in the absence of Chairman Gibson, called to order the regular meeting of the SFWIB Executive Committee Meeting at 8:21AM on October 9, 2025.

ROLL CALL: 8 members; 5 required; 6 present: **Quorum established.**

SFWIB EXECUTIVE COMMITTEE MEMBERS PRESENT (VIA ZOOM)	SFWIB MEMBERS ABSENT/EXCUSED	SFWIB STAFF
Canales, Dequasia Chi, Joe del Valle, Juan-Carlos, Vice-Chairman Ferradaz, Gilda Gibson, Charles, Chair Mantilla, Rene	Loynaz, Oscar, M.D. Scott, Kenneth "Kenny"	Beasley, Rick Morgan, Ebony Perrin, Yian Smith, Robert ADMINISTRATION/IT
OTHER ATTENDEES		

Agenda items are displayed in the order they were discussed.

2. Public Comment

Public comments should be two minutes or less.

Chairman Gibson opened the floor for comments from the public. No requests to speak were received by the Executive Office. None presented. Item closed.

3. Approval of Executive Committee Meeting Minutes – August 14, 2025

Chairman Gibson presented SFWIB Executive Committee Meeting minutes for review in advance of approval.

Motion for approval of August 14, 2025, SFWIB Executive Committee Meeting minutes by Mr. Mantilla; Ms. Canales seconded; **motion is passed without dissent.**

No further comments or suggestions were submitted by the members. Item closed.

4. Information – America’s Talent Strategy: Building a Workforce for the Golden Age

Mr. Beasley introduced the item and presented updates on the American Talent Strategy, which aims to re-industrialize the nation and enhance workforce investments through five pillars including industry-driven strategies and AI literacy.

No further comments or suggestions were submitted from the members. Item closed.

5. Information – South Dade Rural Workforce Advancement Initiative

Mr. Beasley introduced and presented a proposal for the South Dade Rural Workforce Advancement Initiative, which aims to serve up to 125 residents in rural South Dade through short-term training, apprenticeships, and on-the-job training, along with support services and job placements in high-demand sectors like construction, trade, healthcare, agriculture, and advanced manufacturing.

The initiative, which targets veterans and low-income individuals, has a proposed budget of \$1.1 million for indirect costs and \$6,800 per participant. The proposal was recently submitted to Florida Commerce and CareerSource Florida for review and further consideration.

No comments or suggestions were submitted from the members. Item closed.

6. Information – Reach Act PY 2024-2025 Quarter 3 Update

Mr. Beasley introduced and presented the REACH Act program results for Q3 2024-25, where CareerSource South Florida achieved an A+ composite score of 103.92, the only workforce board statewide to receive this ranking.

The performance metrics revealed that CSSF meet 100% of the target across all graded metrics; extra credit was given because we service those individuals on public assistance.

Mr. Beasley reviewed the tools that CSSF will sustain and extend throughout PY 2025-2026, including the Common Measures Tool, EconoVue, and performance governance for ongoing monitoring and data analysis at the American Job Centers (AJCs).

Mr. Beasley acknowledged the hard work and efforts of the staff.

No further comments or suggestions were submitted by the members. Item closed.

7. Informational – FloridaCommerce Opportunity Zone Workgroup

Mr. Beasley introduced and provided an update on the start of a newly formed Opportunity Zone Work Group for the state of Florida; the workgroup aims to offer policy recommendations to the governor. This group includes various state and regional organizations, such as two workforce boards, CSSF, and representatives from the Florida Panhandle. Their focus will be on redesignating Opportunity Zones for the 2026-2027 program year, prioritizing rural areas and those with high child poverty rates, while also ensuring that workforce education aligns with job creation.

Mr. Beasley emphasized the importance of protecting and optimizing high-need areas. He highlighted the necessity of gathering evidence to either retain or redefine Opportunity Zone designations in Miami-Dade, aiming to direct capital toward fostering inclusive growth in distressed neighborhoods. Additionally, he discussed the significance of using available funding to synchronize resources, which would accelerate job placements and increase wage levels.

He further explained why it is essential for the CSSF to participate in the state workgroup and to establish a specific group for Miami-Dade County. He mentioned his plans to coordinate efforts with the mayor's office and other stakeholders, including economic developers, education partners, and chambers of commerce, to create a Miami-Dade Workgroup. This group will focus on protecting and optimizing high-need areas, gathering evidence to retain or redefine Opportunity Zone designations in our regions,

Minutes Prepared by: Ebony Morgan
SFWIB Executive Committee Meeting
October 9, 2025, 8:15am

Status: **DRAFT**
Approval date: TBD

developing project pipelines, identifying operating businesses and tangible property opportunities linked to local industries, integrating the workforce, pairing Opportunity Zone investments with available tools, and building rural partnerships, particularly in South Dade.

The newly established work group plans to deliver its recommendations to the governor by July 26th.

There was further discussion around the geographical parameters for Miami-Dade rural areas and additional opportunity zones under development.

No further comments or suggestions were submitted by the members. Item closed.

8. Approval – U.S. Department of Labor Approves 100% On-the-Job (OJT) Reimbursement

Mr. Beasley introduced and announced that the Opportunity Zone waiver, approved by the State of Florida, and subsequently was submitted to the U.S. Department of Labor for review has been approved. The waiver allows up to 100% wage reimbursement for employers in Opportunity Zones and up to 90% for employers outside Opportunity Zones employing residents from those areas.

Staff recommend the approval to implement the federally approved WIOA Opportunity Zone On-the-Job Training Waiver, authorizing up to 90% employer reimbursement region wide and up to 100% reimbursement for employers located in or employing residents of Opportunity Zones in WDA 23.

He further advised that we will be revising our OJT policy to include the waiver and the employer reimbursement amounts as approved in the approved waiver request.

Motion to approve the implementation of the federally approved WIOA Opportunity Zone On-the-Job Training Waiver, authorizing up to 90% employer reimbursement region wide and up to 100% reimbursement for employers located in or employing residents of Opportunity Zones in WDA 23; Mr. Mantilla seconded; **motion is passed without dissent.**

No comments or suggestions were submitted from the members. Item closed.



With no further business presented to the Committee, the meeting adjourned at 9:12 am.

The next SFWIB Executive Committee Meeting is scheduled for Thursday, November 13, 2025 at 8:15am.

DRAFT



SFWIB EXECUTIVE COMMITTEE

DATE: 11/13/2025

AGENDA ITEM NUMBER: 4

AGENDA ITEM SUBJECT: LABOR MARKET AND ECONOMIC TRENDS UPDATE

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **HIGH ROI THROUGH CONTINUOUS IMPROVEMENT**

STRATEGIC PROJECT: **Emphasize work-based learning and training**

BACKGROUND:

Recent updates from the Bureau of Labor Statistics (BLS) and other labor market sources indicate notable shifts in the national employment landscape. In September 2025, the BLS issued a significant downward revision of prior job growth figures, showing nearly one million fewer jobs created between April 2024 and March 2025 than initially reported. This revision suggests that overall economic conditions have been weaker than previously understood.

Current Labor Market Conditions:

- **Cooling Labor Market:** Both the BLS and ADP Employment Report indicate that hiring activity continues to slow across most sectors. Private employers reported a reduction of approximately 32,000 jobs in September 2025, signaling a softening employment environment.
- **Economic Implications:** A weaker labor market increases the urgency of connecting unemployed or underemployed individuals with emerging job opportunities. These conditions may also influence monetary policy, with potential Federal Reserve interest rate cuts aimed at stimulating growth.
- **Specialized Talent Demand:** Despite broader hiring slowdowns, demand for professionals with advanced or specialized skills—particularly in artificial intelligence (AI), data science, and select technology fields—remains high. Employers continue to offer premium wages for these roles, providing an opportunity for workforce boards to align training investments with high-demand skill areas.
- **Rise of Contract Hiring:** Many employers are responding to market uncertainty by expanding their use of contract or project-based workers. These arrangements provide flexibility for businesses and can serve as entry points for job seekers into permanent positions.

Implications for the Local Workforce Board:

The shifting labor market underscores the need for adaptive workforce strategies. The Board may consider:

- Increasing outreach and support for dislocated workers.
- Expanding training and upskilling programs in high-demand fields such as AI, data analytics, and advanced technology.
- Partnering with employers to identify and promote contract-to-hire pathways.
- Building or upgrading data systems and longitudinal tracking to support retention, wage progression, and advancement metrics.
- Monitoring regional labor data to ensure alignment between training investments and employer demand.

Please find attached the ADP National Employment Report for your review.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



ADP National Employment Report: Private Sector Employment Shed 32,000 Jobs in September; Annual Pay was Up 4.5%

ROSELAND, N.J. – October 1, 2025 – Private sector employment shed 32,000 jobs in September and pay was up 4.5 percent year-over-year according to the September [ADP National Employment Report®](#) produced by ADP Research in collaboration with the Stanford Digital Economy Lab (“Stanford Lab”).

The ADP National Employment Report is an independent measure of the labor market based on the anonymized weekly payroll data of more than 26 million private-sector employees in the United States. ADP’s Pay Insights captures nearly 14.8 million individual pay change observations each month. Together, the jobs report and pay insights use ADP’s fine-grained data to provide a representative and high-frequency picture of the private-sector labor market.

“Despite the strong economic growth we saw in the second quarter, this month’s release further validates what we’ve been seeing in the labor market, that U.S. employers have been cautious with hiring,” said Dr. Nela Richardson, chief economist, ADP.

September 2025 Report Highlights

View the *ADP National Employment Report* and interactive charts at www.adpemploymentreport.com.

JOBS REPORT

Private employers shed 32,000 jobs in September

ADP conducted its annual preliminary rebenchmarking of the National Employment Report in September based on the full-year 2024 results of the Quarterly Census of Employment and Wages. This recalibration resulted in a reduction of 43,000 jobs in September compared to pre-benchmarked data. The trend was unchanged; job creation continued to lose momentum across most sectors.

Change in U.S. Private Employment: **-32,000**

Change by Industry

- **Goods-producing:** **-3,000**
 - Natural resources/mining 4,000
 - Construction -5,000
 - Manufacturing -2,000
- **Service-providing:** **-28,000**
 - Trade/transportation/utilities -7,000
 - Information 3,000
 - Financial activities -9,000
 - Professional/business services -13,000
 - Education/health services 33,000
 - Leisure/hospitality -19,000
 - Other services -16,000

Change by U.S. Regions

• Northeast:	21,000
○ New England	2,000
○ Mid-Atlantic	19,000
• Midwest:	-63,000
○ East North Central	-67,000
○ West North Central	4,000
• South:	3,000
○ South Atlantic	5,000
○ East South Central	-18,000
○ West South Central	16,000
• West:	15,000
○ Mountain	-6,000
○ Pacific	21,000

Change by Establishment Size

• Small establishments:	-40,000
○ 1-19 employees	-19,000
○ 20-49 employees	-21,000
• Medium establishments:	-20,000
○ 50-249 employees	-11,000
○ 250-499 employees	-9,000
• Large establishments:	33,000
○ 500+ employees	33,000

PAY INSIGHTS

September pay gains were steady for job-stayers

Year-over-year pay growth for job-stayers was little changed in September at 4.5 percent. Pay gains for job-changers slowed to 6.6 percent from 7.1 percent in August, led by leisure and hospitality and financial activities.

Median Change in Annual Pay

• Job-stayers	4.5%
• Job-changers	6.6%

Median Change in Annual Pay for Job-Stayers by Industry

• Goods-producing:	
○ Natural resources/mining	4.3%
○ Construction	4.5%
○ Manufacturing	4.7%
• Service-providing:	
○ Trade/transportation/utilities	4.3%
○ Information	4.3%
○ Financial activities	5.2%
○ Professional/business services	4.2%
○ Education/health services	4.4%
○ Leisure/hospitality	4.5%
○ Other services	4.1%

Median Change in Annual Pay for Job-Stayers by Firm Size

- **Small firms:**
 - 1-19 employees 2.7%
 - 20-49 employees 4.0%
- **Medium firms:**
 - 50-249 employees 4.7%
 - 250-499 employees 4.8%
- **Large firms:**
 - 500+ employees 4.8%

To see Pay Insights by U.S. State, Gender, and Age for Job-Stayers, visit [here](#):

Statement on September Preliminary Benchmark

In September, ADP conducted a preliminary rebenchmarking of the National Employment Report based on full-year 2024 results from the [Quarterly Census of Employment and Wages](#) (QCEW) released by the Bureau of Labor Statistics.

This recalibration resulted in a reduction of 43,000 jobs in the September 2025 ADP National Employment Report. The number of jobs created in August 2025 was revised from 54,000 to -3,000.

ADP's full-year benchmarking will take place in February 2026 with the publication of the January 2026 National Employment Report.

Note: The most recent release of the QCEW contained a higher-than-normal number of missing or redacted values for establishment size by NAICS sector and geography subgroups. This required the benchmark to be calculated at a coarser granularity than in previous years.

For additional information about the ADP National Employment Report, including historical files, employment and pay data, methodology, and a calendar of release dates, please visit <https://adpemploymentreport.com/>.

The October 2025 *ADP National Employment Report* will be released on November 5, 2025 at 8:15 a.m. ET.

About ADP Research

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SFWIB EXECUTIVE COMMITTEE

DATE: 11/13/2025

AGENDA ITEM NUMBER: 5

AGENDA ITEM SUBJECT: COMMISSION DISTRICT PERFORMANCE REPORT

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **HIGH ROI THROUGH CONTINUOUS IMPROVEMENT**

STRATEGIC PROJECT: **Conduct an analysis of Career Centers**

BACKGROUND:

The South Florida Workforce Investment Board (SFWIB) tracks the performance of all the American Job Centers within the Local Workforce Development Area and reports on their progress during the each regularly scheduled board meetings. This report is designed to provide further insight as to the performance of the workforce services board in each of the 13 commission districts within Miami-Dade County.

In the first quarter of PY'25-26, the SFWIB has invested \$6.78M in Miami-Dade County. This investment has led to the employment of 2,251 job seekers in the first quarter, who earned an average of \$16.62 per hour, generating a total of \$71,022,674 in salaries for the local community. This translates to a return on investment of \$10.48 for every dollar invested.

The inserted table provides a comprehensive overview of the workforce engagement across various districts in Miami-Dade County. The key metrics include the number of new Employ Florida registrants, the total number of placements, the average wage per placement, and the percentage of placements relative to the number of registrants in the first quarter of this program year in comparison to last program year.

Compared to Program Year (PY) 2024–25, the region recorded a 41.3 percent decline in total registrations, primarily attributable to the revocation of temporary work status for segments of the immigrant population. Despite this reduction, the region achieved a 42 percent increase in job placements, reflecting stronger alignment between workforce services and employer demand. This improvement in placement outcomes contributed to a 31.2 percent decrease in cost per placement, underscoring greater operational efficiency. Furthermore, the average wage for job seekers rose by 7.2 percent, enhancing overall earnings potential. Collectively, these outcomes generated a 30.6 percent increase in the estimated economic benefit to the community, demonstrating the region's capacity to deliver measurable value despite external challenges.

Commissioners District Numbers - Quarter 1 Comparison PY24-25 vs PY25-26												
Location	Number of Registered Individuals		Placements						Average Wage		% of Placements to # Registered Individuals	
			Direct		Obtained Employment		Total					
	PY24-25	PY25-26	PY24-25	PY25-26	PY24-25	PY25-26	PY24-25	PY25-26	PY24-25	PY25-26	PY24-25	PY25-26
District: 1	649	416	81	88	79	140	160	228	\$14.75	\$15.73	24.7%	54.8%
District: 2	847	261	46	76	97	138	143	214	\$16.07	\$16.50	16.9%	82.0%
District: 3	690	419	37	47	80	131	117	178	\$16.03	\$17.17	17.0%	42.5%
District: 4	473	306	6	2	24	35	30	37	\$14.67	\$15.00	6.3%	12.1%
District: 5	720	343	43	52	109	121	152	173	\$16.55	\$17.28	21.1%	50.4%
District: 6	840	262	87	106	158	233	245	339	\$16.42	\$17.29	29.2%	129.4%
District: 7	239	292	20	11	33	59	53	70	\$14.63	\$19.08	22.2%	24.0%
District: 8	691	395	77	45	61	119	138	164	\$14.54	\$15.34	20.0%	41.5%
District: 9	613	474	84	70	76	151	160	221	\$14.52	\$15.88	26.1%	46.6%
District: 10	481	382	45	55	61	144	106	199	\$15.75	\$16.36	22.1%	52.1%
District: 11	407	349	26	35	52	102	78	137	\$16.36	\$16.53	19.2%	39.3%
District: 12	548	313	28	26	54	94	82	120	\$15.59	\$17.74	15.0%	38.3%
District: 13	679	413	37	40	84	131	121	171	\$15.81	\$16.09	17.8%	41.4%
TOTALS	7,876	4,625	617	653	968	1,598	1,585	2,251	\$15.51	\$16.62	20.1%	48.7%

The overall placement percentage to registration individuals is 48.7 percent. Districts 1 and 6 lead in placement rates, while District 5 offers the highest average wage. The data highlights the need for targeted strategies to balance job placements and wage quality across different districts. Here's a detailed analysis of each district:

District 1

- Positive: Placements increased (228 vs. 160 prior year). Average wage rose to \$15.73.
- Deficiency: Registrations dropped sharply (649 → 416), limiting pipeline growth.

District 2

- Positive: Placements improved (214 vs. 143). Average wage increased slightly.
- Deficiency: Registrations fell dramatically (847 → 261), suggesting outreach or accessibility issues.

District 3

- Positive: Placements increased (178 vs. 117). Wages rose to \$17.17.
- Deficiency: Registrations declined (690 → 419).

District 4

- Positive: Average wage stable at \$15.
- Deficiency: Very low placements (37 total), despite 306 registrations. Placement-to-registration ratio is weakest in the county.

District 5

- Positive: Placements increased (173 vs. 152). Wages improved to \$17.28.
- Deficiency: Registrations dropped by more than half (720 → 343).

District 6

- Positive: Strongest performer in placements (339 vs. 245). Wages rose to \$17.28.
- Deficiency: Registrations fell (840 → 262), which may constrain future growth.

District 7

- Positive: Highest wage growth (\$14.63 → \$19.08). Placements increased (70 vs. 53).
- Deficiency: Direct placements declined (20 → 11), suggesting fewer direct hires.

District 8

- Positive: Placements increased (164 vs. 138). Wages improved slightly.
- Deficiency: Registrations fell (691 → 395). Direct placements declined (77 → 45).

District 9

- Positive: Placements nearly tripled (221 vs. 76). Wages rose to \$15.88.
- Deficiency: Registrations fell (613 → 474).

District 10

- Positive: Placements more than tripled (199 vs. 61). Wages improved to \$16.36.
- Deficiency: Registrations dropped (481 → 382).

District 11

- Positive: Placements doubled (137 vs. 52). Wages stable at \$16.53.
- Deficiency: Registrations fell (407 → 349).

District 12

- Positive: Placements more than doubled (120 vs. 54). Wages increased significantly (\$15.59 → \$17.74).
- Deficiency: Registrations fell (548 → 313).

District 13

- Positive: Placements doubled (171 vs. 84). Wages stable at \$16.09.
- Deficiency: Registrations fell (679 → 413).

FUNDING: N/A

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB EXECUTIVE COMMITTEE

DATE: 11/13/2025

AGENDA ITEM NUMBER: 6

AGENDA ITEM SUBJECT: OVERVIEW OF REAUTHORIZED OPPORTUNITY ZONE LEGISLATION (OZ-2)

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **BUILD DEMAND-DRIVEN SYSTEM W/ EMPLOYER ENGAGEMENT**

STRATEGIC PROJECT: **Maximizing collaborative partnerships**

BACKGROUND:

Overview of Reauthorized Opportunity Zone Legislation (OZ-2): The Opportunity Zone (OZ) program, originally established under the Tax Cuts and Jobs Act of 2017, has been reauthorized and updated through the 2025 One Big Beautiful Bill Act (OZ-2). Key changes include:

- **Permanent Authorization:** OZ tax incentives are now permanent, providing long-term stability and predictability for investors and communities.
- **Targeted Redesignations:** Beginning January 1, 2027, states must redesignate OZs every 10 years. Criteria have been tightened to better target distressed areas, including lowering the median family income threshold to 70% (from 80%) and eliminating contiguous tract exceptions.
- **Enhanced Rural Incentives:** OZ-2 introduces Qualified Rural Opportunity Funds (QROFs), offering a 30% basis step-up after 5 years and reduced improvement thresholds to encourage rural investment.
- **Updated Tax Benefits:** Investors benefit from a rolling 5-year deferral period, a 10% basis step-up after 5 years, and permanent elimination of capital gains taxes on investments held for 10+ years.
- **Transparency and Accountability:** Expanded reporting requirements ensure investments are directed to the most distressed communities.

FLORIDA AND MIAMI-DADE COUNTY ENGAGEMENT:

- **Statewide Workgroup Appointment:** Rick Beasley, Executive Director of CareerSource South Florida (CSSF), has been appointed to the Florida statewide Opportunity Zone workgroup convened by the Department of Commerce. This group will guide redesignation criteria, incentive alignment, and statewide strategy.
- **Local Leadership:** In addition to his statewide role, Mr. Beasley is assisting in spearheading an Opportunity Zone workgroup for Miami-Dade County. This local effort will focus on aligning workforce development strategies with OZ investments, ensuring that economic growth translates into expanded access to jobs, training, and community revitalization.

Implications for SFWIB: The reauthorized OZ legislation presents significant opportunities to leverage private investment for workforce and community development. With CSSF's leadership at both the state and local levels, the South Florida Workforce Investment Board is positioned to play a central role in shaping policy, aligning workforce programs, and ensuring that Opportunity Zone investments drive inclusive economic mobility.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



Opportunity Zones

August 2025 Update

Division of Business Development
August 2025



Contents

- 1) Creation and Purpose of Opportunity Zones / TJCA (OZ-1)
- 2) OZ-Qualified Investments
- 3) 2025 One Big Beautiful Bill Act / OBBBA (OZ-2)
- 4) OZ-2 Redesignations
- 5) Geographic Boundaries and Sunset Dates
- 6) OZ-2 Incentives for Rural Investments
- 7) Updated Tax Benefits
- 8) Transition and Timing
- 9) Restrictions and Limitations
- 10) Direct Comparisons



Creation (OZ-1)

Opportunity Zones were established under the Tax Credit and Jobs Act (TJCA) of 2017 (OZ-1) to incentivize private investment in economically distressed areas. Using U.S. Census Tracts as geographic borders, TCJA resulted in 8,764 OZs designated across the U.S. and 427 in Florida.

WHERE & WHAT IS AN OPPORTUNITY ZONE?

An Opportunity Zone is an economically distressed urban or rural community that has been identified by certain local, state, and federal qualifications.



**How do we fund
the revitalization of
economically-distressed
communities with
private capital?**

Opportunity Zones



Purpose

OZs stimulate economic growth by encouraging private investors to direct capital to areas of greatest need.

Private capital is used to address economic disparities, reduce unemployment, and promote sustainable development in distressed neighborhoods.

OZs foster investment, job creation, and community revitalization while tax advantages are used to make the program desirable to investors.

The result is an alignment of economic incentives to investors committing capital to qualifying projects in OZs with community needs to catalyze long-term growth.



Qualified Investments



Affordable
Housing



Market Rate
Housing



Mixed Use
Developments



Commercial
Real Estate
(Agricultural)



Industrial
Real Estate
(Infrastructure)



Venture
Investments



Growth
Investments

REAL ESTATE OZ
INVESTMENTS

OPERATING OZ
INVESTMENTS

QUALIFIED OPPORTUNITY ZONE INVESTMENTS

The OZ program incentivizes a diverse array of investments, from real estate to operating companies.



2025 One Big Beautiful Bill Act / OBBBA (OZ-2)

OZ-2 made important changes based on feedback from the TCJA.

OZ-2 tax incentives were made permanent to provide for long-term stability and predictability.

OZ-2 more precisely targets areas of greatest need, through updated redesignation criteria, geographic boundaries, and zone designations through lower income thresholds and the removal of certain exceptions.

OZ-2 expands the scope of eligible rural areas by providing enhanced incentives for rural investments.

The mechanics of tax benefits, including basis step-ups and deferral periods, were streamlined to enhance investor appeal.

Benefits restricted to capital gains keep the focus on gains-driven investments for long-term development.

New reporting requirements increase transparency and ensure that benefits will reach the most distressed communities.



OZ-2 Redesignations



OZ-2 requires that beginning January 1, 2027, states must redesignate their OZs every 10 years with updated redesignation requirements which will likely reduce the number of qualifying zones. These include:

- Lowering the median family income threshold to 70% from 80%
- Removing the provision for contiguous non-low-income tracts, to better target benefits toward the most distressed areas
- Adding new criteria such as rural incentives and new reporting requirements

The periodic redesignation is intended to ensure that OZ designations are aligned with evolving community conditions and economic realities and continue this more targeted approach to community revitalization.



OZ-2 Geographic Boundaries and Sunset Dates

The current OZ map will remain in effect through the end of 2028, overlapping the new designations for two years.

New Governor OZ nominations and redesignations begin on July 1, 2026.

Redesignations take effect on January 1, 2027.

Sunset and timing requirements jumpstart the updated program.

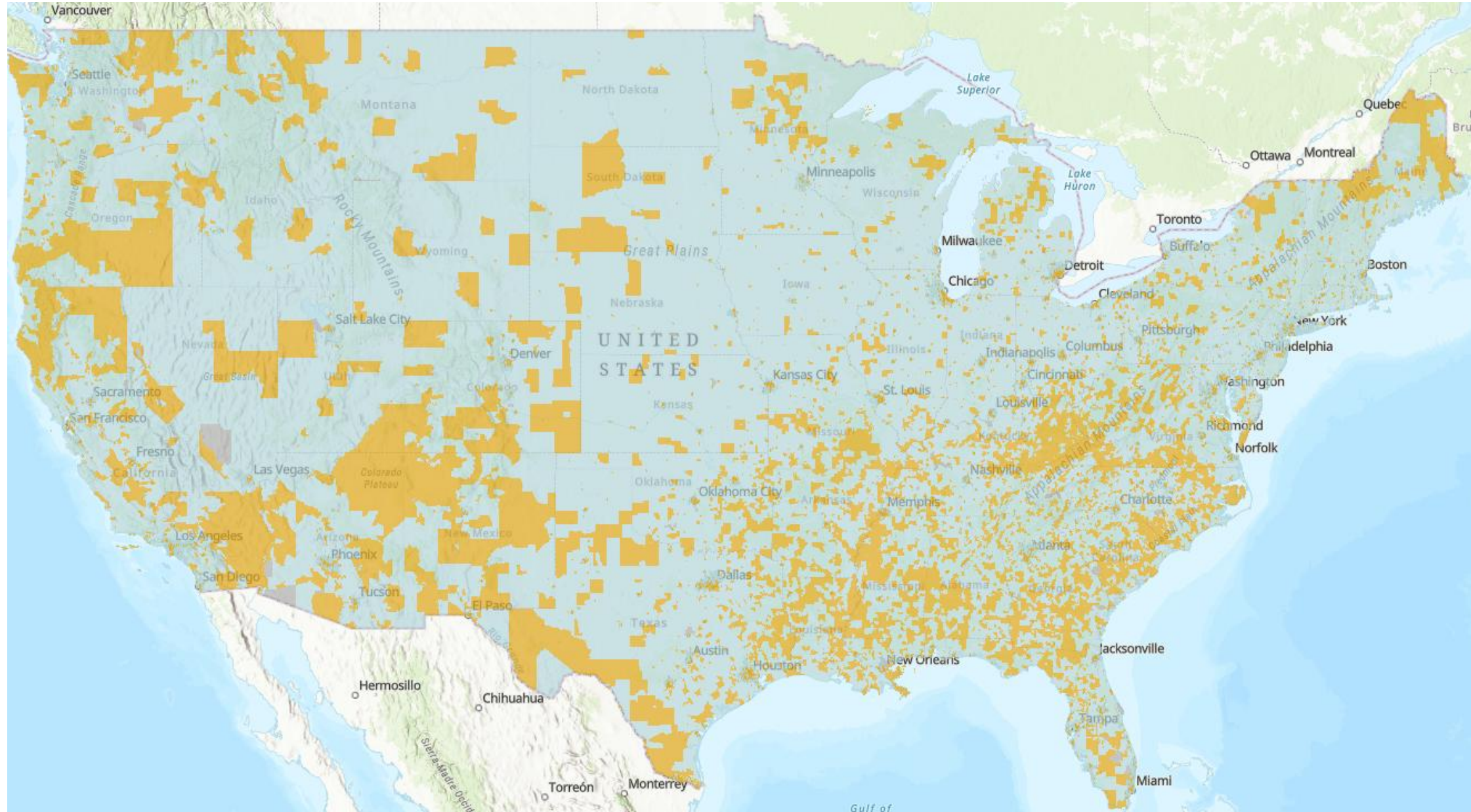
Boundary changes may redefine or remove some OZs.

The updates emphasize the focus on areas of greatest need.

OZ-2 creates a more dynamic and responsive zone designation process to better align investments with current community conditions and needs.



Eligible Opportunity Zones



This map depicts which census tracts will be eligible for nomination by governors and subsequent designation based on the criteria laid out in the legislation and according to the latest available data (currently the 2019-2023 American Community Survey 5-Year Estimates). This map may contain errors or omissions and is for illustrative purposes only. Users should expect the U.S. Department of the Treasury to issue an authoritative eligibility map in advance of the next decennial determination period.

Orange OZ Eligible

Blue OZ Ineligible

Gray Insufficient Information



OZ-2 Incentives for Rural Investments



OZ-2 provides for new enhanced incentives for investments in rural communities, which are defined as places with populations less than 50,000. This targets benefits toward truly rural areas.

A 30% step-up in basis is offered for investments in rural areas maintained at least five years, which is 3X the step-up offered for other OZs.

OZ-2 reduces the substantial improvement threshold for qualified rural opportunity funds (QROFs), to 50% from 100%. This lowers the hurdle for investment in tangible property.

These incentives are designed to address economic disparities in rural areas.



OZ-2 Updated Tax Benefits

A rolling 5-year deferral period for initial capital gains invested replaces the 5 and 7-year basis step-ups of OZ-1.

Standard Qualified Opportunity Fund (QOF) investors receive a 10% basis step-up after 5 years.

Capital gains taxes are permanently eliminated on investments held 10 or more years.

This structure provides greater flexibility and incentives for long-term investments, encouraging investors to hold assets for extended periods.



OZ-2 allows a transition period between the sunset of OZ-1 rules at year-end 2026 and the full implementation of OZ-2 in 2027. This provides investors with strategic tax planning options.

They can choose to deploy gains prior to December 31, 2026, to leverage existing OZ-1 benefits, or they can wait until 2027 for the rolling 5-year deferral and tiered basis step-up features offered by OZ-2.

The added flexibility accommodates investor tax planning to help provide them with maximum benefits based on market conditions and timing and their own specific tax situation.

The provision balances program continuity with innovation.

Transition and Timing Options



Restrictions and Limitations

Despite the incentives they offer, both OZ-1 and OZ-2 come with certain restrictions.

Benefits are limited to capital gains and exclude ordinary income and other forms of investment capital, which constrains the scope of eligible investments.

OZ-2 prohibits fund-of-funds structures, which can limit smaller investor access to diversified OZ portfolios.

OZ-2 excludes incentives for residential development, which also excludes potential opportunities to align OZ investments with workforce housing needs.

The focus continues to be on operating businesses and tangible property but the percentage improvement provision can be a challenge for certain businesses as some sectors and project types may not qualify.

Limitations have been designed to direct capital toward specific types of projects, primarily those involving capital gains and the purchase of tangible property. However, they also restrict broader participation and diverse investment strategies.



Direct Comparison – OZ-1 and OZ-2



VS



Census Tracts and OZs

U.S. Census Tracts	2017 – OZ-1	2025 – OZ-2*
Total U.S. Tracts	73,057	84,414
OZ Eligible Tracts	42,176	33,750
Potential Nominations (25%)	10,544	8,438
Recommended	8,764	6,555
Certified as Qualified	8,764	6,555*
Florida Census Tracts	2017	2025*
All Florida Tracts	4,400	5,160
Eligible Tracts	1,708**	1,376
Potential Nominations (25%)	427	344
Recommended	427	344
Qualified and Designated	427	344***

*2025 data is projected by 3rd party sources.

**The figure above is a result of 427 being 25% of eligible tracts (which contrasts with the 1,200+ figure cited in the media.

***19.4% reduction from 2017



Program Duration and Designation

OZ-1 had a sunset date of December 31, 2026, creating uncertainty for long-term investments. States nominated QOZs based on 2010 census data, with no mechanism for updating or revising designations.	OZ-2 eliminates the sunset date, making the program permanent for tax years beginning after December 31, 2026. States are now required to nominate new zones every 10 years, starting July 1, 2026, ensuring that designations remain aligned with current economic conditions.
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Eligibility Criteria

OZ-1 required Qualifying QOZs to be designated by the U.S. Department of Treasury based on nominations by Governors, which were typically low-income census tracts and certain contiguous non-low-income areas.

OZ-2 narrows the eligibility criteria by requiring QOZs to have a median family income of 70% or less than the state or metro median (compared to 80% previously) or a poverty rate of at least 20% combined with income below 125% of the median. It also eliminates provision for the designation of contiguous tracts. This more restrictive criteria better targets areas of need and is expected to reduce the number of OZs by 20-30%.



Tax Benefits

Investors could defer taxes on capital gains by reinvesting them into Qualified Opportunity Funds (QOFs). The benefit was a 10% step-up in basis for investments held at least 5 years and a 15% step-up for investments held at least 7 years. Investors could exclude capital gains entirely for investments held at least 10 years.

OZ-2 eliminates the 7-year 15% basis step-up. It introduces a rolling 5-year deferral period for initial capital gains invested to replace the previous fixed deferral date. OZ-2 also allows for the exclusion of post-investment appreciation after a 10-year holding period.



Rural Area Investments

The original OZ program didn't specifically prioritize or incentivize investments in rural areas.

OZ-2 establishes a new category of Qualified Rural Opportunity Funds (QROFs) with enhanced incentives for rural areas, defined as populations under 50,000.

Investments in QROFs receive a 30% basis step-up after 5 years (3x the standard step-up) and a reduced "substantial improvement" requirement, which allows them to reinvest 50% of the adjusted basis of the property into improvements, compared to the 100% requirement for other OZs.

OZ-2's new focus on rural areas requires that one-third of the tracts designated by Governors must be rural.



Reporting Requirements

OZ-1 dropped reporting requirements during the original legislative process.

OZ-2 reintroduced and expanded original reporting requirements for Qualified Opportunity Funds (QOFs) and Qualified Opportunity Zone Businesses (QOZBs). QOFs must report detailed information, including total asset value, investment amounts, census tracts invested in, property details, and investor disposition data. Failure to comply with reporting requirements may result in penalties.



Summary

OZ-1 has attracted nearly \$100 billion to economically depressed areas. The hope is OZ-2 will attract even more. The above presentation has described the purpose, legislative update, structure, tax incentives, and limitations of the Opportunity Zone Program and its potential trajectory in the future.



Questions and Answers

Thank You. Contact us:

If you have questions or comments about this presentation, please contact us.



Florida Department of Commerce

Email: Benjamin.Latham@commerce.fl.gov

Office: Division of Economic Development





Opportunity Zones

August 2025 Update

Division of Business Development
August 2025





SFWIB EXECUTIVE COMMITTEE

DATE: 11/13/2025

AGENDA ITEM NUMBER: 7

AGENDA ITEM SUBJECT: 2025-26 INTERNAL CONTROL QUESTIONNAIRE AND ASSESSMENT

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Executive Committee the approval to submit the completed FloridaCommerce 2025-26 Internal Control Questionnaire and Assessment, as set forth below.

STRATEGIC GOAL: **HIGH ROI THROUGH CONTINUOUS IMPROVEMENT**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The Internal Control Questionnaire and Assessment (ICQ) was developed by the Florida Department of Commerce, Bureau of Financial Monitoring and Accountability. It serves as a self-assessment tool for Local Workforce Development Boards (LWDB) to evaluate the effectiveness of their internal control systems. A robust internal control system is essential for providing reasonable assurance that management's objectives are being effectively pursued. Ultimately, the responsibility for maintaining a strong system of internal controls lies with each LWDB's management team.

Internal control is a process influenced by an entity's board of directors, management, and other personnel. It is designed to provide reasonable assurance regarding the achievement of objectives in the following categories:

- **Effectiveness and Efficiency of Operations:** Ensuring that operations are conducted in a manner that achieves organizational goals efficiently.
- **Reliability of Financial Reporting:** Providing accurate and reliable financial information for decision-making.
- **Compliance with Applicable Laws and Regulations:** Ensuring adherence to relevant laws and regulations to avoid legal issues and penalties.

The concept of reasonable assurance implies that while the internal control system is designed to provide a high level of confidence, it does not guarantee absolute assurance. Instead, it offers a reasonable level of assurance that the organization's operating objectives can be achieved.

Effective internal controls are crucial for the success and integrity of any organization. By regularly assessing and improving these controls, LWDBs can ensure they are well-equipped to meet their objectives and maintain compliance with applicable standards and regulations.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

2025-2026 Internal Control Questionnaire and Assessment

**Bureau of Financial Monitoring and Accountability
Florida Department of Commerce**

September 30, 2025

FLORIDACOMMERCE

107 East Madison Street
Caldwell Building
Tallahassee, Florida 32399
www.floridajobs.org

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OVERVIEW

Introduction and Purpose

The Internal Control Questionnaire and Assessment (ICQ) was developed by the Florida Department of Commerce (FloridaCommerce), Bureau of Financial Monitoring and Accountability, as a self-assessment tool to help evaluate whether a system of sound internal control exists within the Local Workforce Development Board (LWDB). An effective system of internal control provides reasonable assurance that management's goals are being properly pursued. Each LWDB's management team sets the tone and has ultimate responsibility for a strong system of internal control.

The self-assessment ratings and responses should reflect the controls in place or identify areas where additional or compensating controls could be enhanced. When the questionnaire and the certification are complete, LWDBs submit them to FloridaCommerce by uploading to SharePoint.

Definition and Objectives of Internal Control

Internal control is a process, effected by an entity's board of directors, management, and other personnel, designed to provide "reasonable assurance" regarding the achievement of objectives in the following categories:

- Effectiveness and efficiency of operations
- Reliability of financial reporting
- Compliance with applicable laws and regulations

The concept of reasonable assurance implies the internal control system for any entity will offer a reasonable level of assurance that operating objectives can be achieved.

Need for Internal Control

Internal control helps to ensure the direction, policies, procedures, and practices designed and approved by management and the governing board are put in place and are functioning as designed/desired. Internal control should be designed to achieve the objectives and adequately safeguard assets from loss or unauthorized use or disposition, and to provide assurance that assets are used solely for authorized purposes in compliance with federal and state laws, regulations, and program compliance requirements. Additionally, Title 2, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, § 200.303 Internal controls, states:

The recipient and subrecipient must:

- (a) Establish, document, and maintain effective internal control over the Federal award that provides reasonable assurance that the recipient or subrecipient is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. These internal controls should align with the guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States or the “Internal Control-Integrated Framework” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
- (b) Comply with the U.S. Constitution, Federal statutes, regulations, and the terms and conditions of the Federal award.
- (c) Evaluate and monitor the recipient's or subrecipient's compliance with statutes, regulations, and the terms and conditions of Federal awards.
- (d) Take prompt action when instances of noncompliance are identified.
- (e) Take reasonable cybersecurity and other measures to safeguard information including protected personally identifiable information (PII) and other types of information. This also includes information the Federal agency or pass-through entity designates as sensitive or other information the recipient or subrecipient considers sensitive and is consistent with applicable Federal, State, local, and tribal laws regarding privacy and responsibility over confidentiality.

What Internal Control Cannot Do

As important as an internal control system is to an organization, an effective system will not guarantee an organization's success. Effective internal control can keep the right people, such as management and the governing board members, informed about the organization's operations and progress toward goals and objectives. However, this control cannot protect against economic downturns or make an understaffed entity operate at full capacity. Internal control can only provide reasonable, but not absolute, assurance the entity's objectives can be met. Due to limitations inherent to all internal control systems, breakdowns in the internal control system may be caused by a simple error or mistake, or by faulty judgments made at any level of management. In addition, control may be circumvented by collusion or by management override. The design of the internal control system is dependent upon the resources available, which means there must be a cost-benefit analysis performed as part of designing the internal control system.

Five Components of Internal Control

- **Control Environment** – is the set of standards, processes, and structures that provide the basis for carrying out internal control across the organization. The board of directors and senior

management establish the tone at the top regarding the importance of internal control and expected standards of conduct.

- **Risk Assessment** – involves a dynamic and iterative process for identifying and analyzing risks to achieving the entity’s objectives, forming a basis for determining how risks should be managed. Management considers possible changes in the external environment and within its own business model that may impede its ability to achieve objectives.
- **Control Activities** – are the actions established by policies and procedures to help ensure that management directives mitigate risks so the achievement of objectives are carried out. Control activities are performed at all levels of the entity and at various stages within business processes, and over the technology environment.
- **Information and Communication** – are necessary for the entity to carry out internal control responsibilities in support of achieving its objectives. Communication occurs both internally and externally and provides the organization with the information needed to carry out day-to-day internal control activities. Communication enables personnel to understand internal control responsibilities and their importance to the achievement of objectives.
- **Monitoring** – are ongoing evaluations, separate evaluations, or some combination of the two used to ascertain whether the components of internal controls, including controls to affect the principles within each component, are present and functioning. Findings are evaluated and deficiencies are communicated in a timely manner, with serious matters reported to senior management and to the board of directors.

Makeup of the ICQ

Subsequent sections of this document emphasize the “17 Principles” of internal control developed by the COSO and presented in the Internal Controls – Integrated Framework. The five components of internal control listed above are fundamentally the same as the five standards of internal control and reflect the same concepts as the “Standards for Internal Control in the Federal Government.”

The principles are reflected in groupings of questions related to major areas of control focus within the organization. Each question represents an element or characteristic of control that is or can be used to promote the assurance that operations are executed as management intended.

It should be noted that entities may have adequate internal control even though some or all of the listed characteristics are not present. Entities could have other appropriate internal control operating effectively that are not included here. The entity will need to exercise judgment in determining the most appropriate

and cost-effective internal control in any given environment or circumstance to provide reasonable assurance for compliance with federal program requirements.

Completing the Questionnaire

On a scale of 1 to 5, with “1” indicating the area of greatest need for improvements in internal control and “5” indicating that a very strong internal control exists, select the number that best describes your current operating environment. Please provide details in the comments/explanations column for each statement with a score of 1 or 2. **For questions requiring a narrative, please provide in the comments/explanations column.**

Certification of Self-Assessment of Internal Controls

Attachment A includes a certification which should be completed and signed by the LWDB Executive Director, then reviewed, and signed by the LWDB Chair or their designee, and uploaded to SharePoint.

CONTROL ENVIRONMENT

		<i>Self-Assessment of Policies, Procedures, and Processes</i>					Comments/Explanations
		<i>Weak</i>		<i>Strong</i>			
		1	2	3	4	5	
Principle 1. The organization demonstrates a commitment to integrity and ethical values.							
1.	The LWDB's management and board of directors' commitment to integrity and ethical behavior is consistently and effectively communicated throughout the LWDB, both in words and deeds.	☐	☐	☐	☐	☒	
2.	The LWDB has a code of conduct and/or ethics policy that is periodically updated and has been communicated to all staff, board members, and contracted service providers. Provide the date of the last code of conduct/ethics policy update. How was this update communicated to all staff?	☐	☐	☐	☐	☒	CSSF Staff, SFWIB board members, and CSSF providers are informed of the Local Workforce Development Board's (LWDB) expectations through multiple channels, including a written code of ethics, formal policies, comprehensive training programs, and an annual attestation process.
3.	When the LWDB hires employees from outside of the organization the person is trained or made aware of the importance of high ethical standards and sound internal control. How is ethics training provided to new staff?	☐	☐	☐	☐	☒	CSSF employees receive an onsite orientation that includes an on-person discussion on ethics and internal controls.
4.	The LWDB management has processes in place to evaluate the performance of staff and contracted service providers against the expected standards of conduct.	☐	☐	☐	☐	☒	
Principle 2. The board of directors demonstrates independence from management and exercises oversight of the development and performance of internal controls.							
5.	The board of directors define, maintain, and periodically evaluate the skills and expertise needed among its members to enable them to question and scrutinize management's activities and present alternate views, and act when faced with obvious or suspected wrongdoing.	☐	☐	☐	☐	☒	New SFWIB members attend an orientation and training session. Additionally, a refresher session for current members is conducted periodically, with the most recent session held 4/30/2025
6.	The board of directors oversees the LWDB's design, implementation, and operation of the organizational structure so the board of directors can fulfill its responsibilities.	☐	☐	☐	☐	☒	
7.	The board of directors and/or audit committee maintains a direct line of communication with the LDWB's external auditors and internal monitors.	☐	☐	☐	☐	☒	
8.	The board of directors establishes the expectations and evaluates the performance of the chief executive officer or equivalent role.	☐	☐	☐	☐	☒	

Principle 3. Management establishes, with LDWB oversight, organizational structure, reporting lines, and appropriate authorities and responsibilities in the pursuit of objectives.							
9.	Management periodically reviews and modifies the organizational structure of the LWDB in light of anticipated changing conditions or revised priorities. Please provide the date of last review.	☐	☐	☐	☐	☒	
10.	Specific lines of authority and responsibility are established to ensure compliance with federal and state laws and regulations and a proper segregation of duties.	☐	☐	☐	☐	☒	
11.	The LWDB management maintains documentation of controls, including changes to controls, to meet operational needs and retain organizational knowledge.	☐	☐	☐	☐	☒	
Principle 4. The organization demonstrates a commitment to attract, develop, and retain competent individuals in alignment with objectives.							
12.	The LWDB's recruitment processes are centered on competencies necessary for success in the proposed role.	☐	☐	☐	☐	☒	
13.	The LWDB provides training opportunities or continuing education to develop and retain sufficient and competent personnel. Training includes a focus on managing awards in compliance with federal and state statutes, regulations, and the terms and conditions of the award.	☐	☐	☐	☐	☒	The SFWIB recognizes the importance of continuous learning and the benefits that come from investing in its workforce.
14.	The LWDB has succession plans for senior management positions and contingency plans for assignments of responsibilities important for internal control. Describe the succession and/or contingency planning for senior management positions.	☐	☐	☐	☐	☒	Succession planning continues to be an integral factor in ensuring business continuity and performance and this process enables the LWDB to identify the knowledge, skills and training needed if an external candidate is selected.
Principle 5. The organization evaluates performance and holds individuals accountable for their internal control responsibilities in the pursuit of objectives.							
15.	Job descriptions include appropriate knowledge and skill requirements for all employees. Components of performance expectations are consistent with federal and state requirements applicable to each position. For all employees, the LWDB regularly evaluates performance and shares the results with the employee.	☐	☐	☐	☐	☒	

16.	The LWDB has mechanisms in place to ensure that all required information is timely published to the LWDB's website in a manner easily accessed by the public in compliance with laws, regulations, and provisions of grant agreements.	☐	☐	☐	☐	☒	
17.	The LWDB's management structure and tone at the top helps establish and enforce individual accountability for performance of internal control responsibilities.	☐	☐	☐	☐	☒	
18.	The LWDB has policies, processes, and controls in place to evaluate performance and promote accountability of contracted service providers (and other business partners) and their internal control responsibilities.	☐	☐	☐	☐	☒	Article IV Fiscal Management Section A Internal Controls and Section B Accounting Records of all service provide/partner contracts issued by SFWIB.

RISK ASSESSMENT

RISK ASSESSMENT		Self-Assessment of Policies, Procedures, and Processes					Comments/Explanations
		Weak		Strong			
		1	2	3	4	5	
Principle 6. The organization defines objectives clearly to enable the identification of risks and define risks tolerances.							
19.	Management establishes a materiality threshold for each of its major objectives and identifies risk at each location where the LWDB conducts activities.	☐	☐	☐	☐	☒	
20.	Management uses operational objectives as a basis for allocating the resources needed to achieve desired operational and financial performance.	☐	☐	☐	☐	☒	
21.	The LWDB sets entity-wide financial reporting controls and assesses the risks that those controls will not prevent material misstatements, errors, or omissions in the financial statements. Financial reporting controls are consistent with the requirements of federal awards.	☐	☐	☐	☐	☒	The LWDB is audited annually by an independent auditing firm and monitored by Florida Commerce. The segregation of duties are established in the Accounting Policies and Procedures.
Principle 7. The organization identifies risks to the achievement of its objectives across the organization and analyzes risks as a basis for determining how the risks should be managed.							
22.	Management ensures that risk identification and analysis consider internal and external factors and their potential impact on the achievement of objectives.	☐	☐	☐	☐	☒	The LWDB has contracted protection on all servers and work stations in the network. The software is specifically designed to adapt to variations of ransom ware attacks as well as malware. The software provides constant feedback over the network. The network is monitored on a 24/7/365 basis.

RISK ASSESSMENT

		<i>Self-Assessment of Policies, Procedures, and Processes</i>					Comments/Explanations
		<i>Weak</i>		<i>Strong</i>			
		1	2	3	4	5	
23.	The LWDB adequately and effectively manages risks to the organization and has designed internal controls in order to mitigate the known risks. What new controls, if any, have been implemented since the prior year and which organizational risks do they mitigate?	☐	☐	☐	☐	☒	Segregation of duties are established in the Accounting Policy and Procedures. Procedures are reviewed annually and updated as appropriate.
24.	The LWDB's risk identification/assessment is broad and includes both internal and external business partners and contracted service providers.	☐	☐	☐	☐	☒	The LWDB maintains both a fiscal and programmatic staff that performs ongoing risk assessments.
Principle 8. The organization considers the potential for fraud in assessing risks to the achievement of objectives.							
25.	The LWDB periodically performs an assessment of each of its operating locations' exposure to fraudulent activity and how the operations could be impacted. When was the last assessment performed on each operating location to identify any fraudulent activity? What is the assessment frequency?	☐	☐	☐	☐	☒	During each program year, the Office of Continuous Improvement (OCI) Fiscal unit conducts monitoring of each service provider.
26.	The LWDB's assessment of fraud risks considers opportunities for: • unauthorized acquisition, use and disposal of assets; • altering accounting and reporting records; • corruption such as bribery or other illegal acts; and • other forms of misconduct, such as waste and abuse. Provide a narrative of the system/process for safeguarding cash on hand, such as prepaid program items (i.e. gas cards, Visa cards) against unauthorized use/distribution.	☐	☐	☐	☐	☒	SFWIB does not have any prepaid program items.

Principle 9. The organization identifies, assesses, and responds to changes that could significantly impact the system of internal control.							
27.	The LWDB has mechanisms in place to identify and react to significant changes presented by internal conditions including the LWDB’s programs or activities, oversight structure, organizational structure, personnel, and technology that could affect the achievement of objectives. Describe the mechanisms in place to identify and react to significant changes presented by internal conditions, such as what type of event or condition activates the review mechanism.	☐	☐	☐	☐	☒	The Executive Director regularly reviews various workforce related publications to stay abreast of current developments.
28.	The LWDB has mechanisms in place to identify and react to significant changes presented by external conditions including governmental, economic, technological, legal, regulatory, and physical environments that could affect the achievement of objectives.	☐	☐	☐	☐	☒	
29.	Considering significant changes affecting the LWDB, existing controls have been identified and revised to mitigate risks.	☐	☐	☐	☐	☒	

CONTROL ACTIVITIES

						Self-Assessment of Policies, Procedures, and Processes	Comments/Explanations
						Weak Strong	
						1 2 3 4 5	
Principle 10. The organization selects and develops control activities that contribute to the mitigation of risks to the achievement of objectives to acceptable levels.							
30.	The LWDB has a written business continuity plan which includes contingencies for business processes, assets, human resources, and business partners, and is periodically evaluated and updated to ensure continuity of operations to achieve program objectives.	☐	☐	☐	☐	☒	
31.	Controls employed by the LWDB include authorizations, approvals, comparisons, physical counts, reconciliations, supervisory controls, and ensure allowable use of funds. What type of training is provided to program and administration staff to ensure the allowable use of grant funds?	☐	☐	☐	☐	☒	LWDB internal controls consists of multilevel review and approval process involving the signature of a reviewer and approver for each transaction. OCI staff attend CFR training periodically.

Principle 11. The organization selects and develops general control activities over technology to support the achievement of objectives.							
32.	The LWDB periodically (e.g., quarterly, semiannually) reviews system privileges and access controls to the different applications and databases within the IT infrastructure to determine whether system privileges and access controls are appropriate. How frequently (quarterly, semiannually, etc.) are system privileges reviewed?	☐	☐	☐	☐	☒	Review of state and local system privileges are conducted on a semi-annual basis.
33.	Management selects and develops control activities that are designed and implemented to restrict technology access rights to authorized users commensurate with their job responsibilities and to protect the organization’s assets from external threats.	☐	☐	☐	☐	☒	The LWDB has established procedures for granting, modifying, revoking, etc... access that ensures appropriate approvals are received and access requirements according to job responsibilities are granted. User account requests are completed for access to state/local systems.
34.	Management has identified the appropriate technology controls that address the risks of using applications hosted by third parties.	☐	☐	☐	☐	☒	The LWDB has integrated multi-layer security features to minimize the potential threats and detection of suspicious activities to the network. A shutdown, block and notification occurs immediately upon noticing noncompliance.
35.	The LWDB has considered the protection of personally identifiable information (PII), as defined in section 501.171(1)(g)1, F.S., of its employees, participants/clients and vendors, and have designed and implemented policies that mitigate the associated risks.	☐	☐	☐	☐	☒	A user account is required to access the management information system. The user account is created upon request from an approved signatory (supervisor/director) based on the employee's job duties. User accounts are reviewed periodically to verify continued access requirements and to confirm that job responsibilities remain unchanged. Additionally, the system enforces a mandatory password change every 60 days.
36.	The LWDB has established organizational processes and procedures to address cybersecurity risks to its critical information infrastructure. (Reference: National Institute of Standards and Technology (NIST) Cybersecurity Framework) What measures are being taken to address the risk of cybersecurity in the organization?	☐	☐	☐	☐	☐	The LWDB has contracted protection software on all servers and work stations in the network. The software is specifically designed to adapt to variations of ransom ware attacks, as well as other types of computer viruses and malware. The software provides constant feedback over the network. The network is monitored on a 24/7/365 basis. Measures to be added will include customization and configuration of new firewalls that offer updated protection features for network security.

Principle 12. The organization deploys control activities through policies that establish what is expected and procedures that put policies into action.							
37.	The LWDB has policies and procedures addressing proper segregation of duties between the authorization, custody, and recordkeeping for the following tasks, if applicable: Prepaid Program Items (Participant Support Costs), Cash/Receivables, Equipment, Payables/Disbursements, Procurement/Contracting, and Payroll/Human Resources.	☐	☐	☐	☐	☒	The LWDB has implemented comprehensive accounting policies and procedures to ensure appropriate segregation of duties among authorization, custody, and recordkeeping functions. These controls are applied, as applicable, to key operational areas including, cash and receivables, equipment, payables and disbursements, and other related financial processes. These segregation of duties is a core component of our internal control framework, designed to minimize risk, prevent fraud, and ensure accountability and transparency in financial management.
38.	The LWDB has written procedures that minimize the time elapsing between the receipt of advanced funds and disbursement of funds as required by 2 CFR 200.305(b)(1).	☐	☐	☐	☐	☐	The LWDB does not request or receive advanced funds.
39.	The LWDB has processes to ensure the timely submission of required reporting (i.e., financial reports, performance reports, audit reports, internal monitoring reviews, or timely resolution of audit findings).	☐	☐	☐	☐	☒	The LWDB has established comprehensive processes and internal controls to ensure the timely and accurate submission of all required reports. These processes are guided by clearly defined timelines, accountability measures, and regular monitoring to promote compliance with federal, state and local requirements.
40.	The LWDB has a records retention policy and has implemented internal controls to ensure all records are retained, safeguarded, and accessible, demonstrating compliance with laws, regulations, and provisions of contracts and grant agreements.	☐	☐	☐	☐	☒	The LWDB manages and controls records throughout their life cycle, from creation and distribution to filing, use, and ultimately, final disposition or permanent retention in compliance with applicable laws, regulations, and contract requirements.
41.	LWDB periodically reviews policies, procedures, and related control activities for continued relevance and effectiveness. Changes may occur in personnel, operational processes, information technology, or governmental regulations.	☐	☐	☐	☐	☒	

INFORMATION AND COMMUNICATION

INFORMATION AND COMMUNICATION		<i>Self-Assessment of Policies, Procedures, and Processes</i>					Comments/Explanations
		<i>Weak</i>		<i>Strong</i>			
		1	2	3	4	5	
Principle 13. The organization obtains or generates and uses relevant, quality information to support the functioning of internal control.							
42.	Federal, state, or grant program rules or regulations are reviewed by one or more of the following: governing board, audit, finance, or other type committee. How often are these reviewed?	☐	☐	☐	☐	☒	The Executive Director presents an update on current rules and regulations at board meetings.
43.	The LWDB considers both internal and external sources of data when identifying relevant information to use in the operation of internal control.	☐	☐	☐	☐	☒	Yes, for example emails from internal employees whether from internal or external sources must include clear identification block, and a disclaimer line.
44.	The LWDB has controls in place to ensure costs are accurately recorded and allocated to the benefiting federal/state fund or grant.	☐	☐	☐	☐	☒	Costs that can be directly attributed to a specific grant are charged accordingly. When an expense directly benefits multiple funding sources, it is allocated proportionately among those streams. Costs that cannot be directly assigned to any particular funding source and benefit the organization as a whole are charged to indirect costs.
Principle 14. The organization internally communicates quality information, including objectives and responsibilities for internal control, necessary to support the functioning of internal control.							
45.	Communication exists between personnel, management, and the board of directors so that quality information is obtained to help management achieve the LWDB's objectives.	☐	☐	☐	☐	☒	In accordance with the Ordinance Agreement, the Executive Director maintains constant communication with the Board members.
46.	There is a process to quickly disseminate critical information throughout the LWDB when necessary. Provide a description of the dissemination process.	☐	☐	☐	☐	☒	The Executive Director may call a meeting, forward a memo or email staff.
47.	Management has a process for the development, approval and implementation of policy updates and communicates those updates to staff.	☐	☐	☐	☐	☒	

Principle 15. The organization communicates with external parties regarding matters affecting the functioning of internal controls.							
48.	The LWDB has a means for anyone to report suspected improprieties regarding fraud; errors in financial reporting, procurement, and contracting; improper use or disposition of equipment; and misrepresentation or false statements. Describe the process of how someone could report improprieties. Who receives/processes/investigates, etc.?	☐	☐	☐	☐	☒	South Florida Workforce Investment Board follows the whistleblower policy of Miami-Dade Count. The process begins by making certain the allegations are accurate and detailed. The allegations must be in writing, signed, and presented to the County Ethics Committee. The allegations are investigated by the Office of the Inspector General, Commission on Ethics & Public Trust.
49.	The LWDB has processes in place to communicate relevant and timely information to external parties.	☐	☐	☐	☐	☒	
50.	The LWDB has processes in place to communicate the results of reports provided by the following external parties: Independent Auditor, FloridaCommerce Bureau of Financial Monitoring and Accountability, FloridaCommerce Bureau of One-Stop and Program Support, FloridaCommerce Office of Inspector General, Florida Auditor General, and federal awarding agencies (U.S. Department of Labor, U.S. Department of Health and Human Services, and U.S. Department of Agriculture to the Board of Directors).	☐	☐	☐	☐	☒	All such reports are presented to the Board and appropriate sub-committees.

MONITORING ACTIVITIES

MONITORING ACTIVITIES						Self-Assessment of Policies, Procedures, and Processes					Comments/Explanations
						WeakStrong					
						1	2	3	4	5	
Principle 16. The organization selects, develops, and performs ongoing and/or separate evaluations to ascertain whether the components of internal controls are present and functioning.											
51.	The LWDB periodically evaluates its business processes such as cash management, comparison of budget to actual results, repayment or reprogramming of interest earnings, draw down of funds, procurement, and contracting activities. Describe the process of how funding decisions are determined. What are the criteria, who initiates/approves, etc.?	☐	☐	☐	☐	☒	The Accounting Policies and Procedures are reviewed annually and updated as appropriate. All funding allocations are presented to the Board for approval. Funding decisions are determined based on the need and allow-ability of the usage of funds. A funding decision can be initiate by Finance management or the Executive Director. All funding decisions are approved by the Executive Director.				

MONITORING ACTIVITIES

		<i>Self-Assessment of Policies, Procedures, and Processes</i>					Comments/Explanations
		<i>Weak</i>		<i>Strong</i>			
		1	2	3	4	5	
52.	The LWDB considers the level of staffing, training and skills of people performing the monitoring given the environment and monitoring activities which include observations, inquiries, and inspection of source documents.	☐	☐	☐	☐	☒	Programmatic monitors are TIER 1 certified and have completed all programmatic training offered at the local and state levels. Staff performance is assessed annually with additional training provided as needed to address updates related to fraud prevention, operational activities and performance-based feedback.
53.	LWDB management periodically visits all career center locations in its local area (including subrecipients) to ensure the policies and procedures are being followed and functioning as intended. When was the most recent visit performed, by whom, and who were the results communicated to?	☐	☐	☐	☐	☒	The Adult Program Manager and the OneStop Operator periodically visit all career center locations to ensure compliance. The results are communicated to Senior Management.
Principle 17. The organization evaluates and communicates internal control deficiencies in a timely manner to those parties responsible for taking corrective action, including senior management and the board of directors, as appropriate.							
54.	The LWDB management takes adequate and timely actions to correct deficiencies identified by the external auditors, financial and programmatic monitoring, or internal reviews.	☐	☐	☐	☐	☒	The OCI Programmatic monitors review each corrective action plan addressing identified deficiencies. Once the review is complete and all deficiencies have been resolved, an executed letter of acceptance is issued to the sub-recipient. The OCI Fiscal Unit monitors the implementation of the corrective plan and issues follow-up letters if cited items remain uncorrected. This process continues until all corrective actions are accepted. All unresolved external deficiencies are reported to the Executive Director.
55.	The LWDB monitors all subrecipients to ensure that federal funds provided are expended only for allowable activities, goods, and services and communicates the monitoring results to the board of directors. Are subrecipient monitoring activities outsourced to a third party? If so, provide the name of the party that performs the subrecipient monitoring activities.	☐	☐	☐	☐	☒	Sub-recipient activities are tested on a sample basis as part of our fiscal monitoring process. A comprehensive report detailing these monitoring activities are submitted to the Board of Directors during regularly scheduled meetings. Please note that all sub-recipient monitoring is conducted internally and is not outsourced.

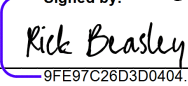
ATTACHMENT A

Florida Department of Commerce Certification of Self-Assessment of Internal Controls

Local Workforce Development Board Number: 23

To be completed by the Executive Director:

A self-assessment of internal control has been conducted for the 2025-2026 fiscal monitoring period. As part of this self-assessment, the Internal Control Questionnaire developed by the Florida Department of Commerce has been completed and is available for review.

Signed by: 
Signature: 9FE97C26D3D0404...

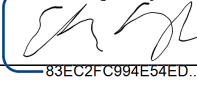
Printed Name: Rick Beasley

Title: Executive Director

Date: 10/30/2025

To be completed by the Board Chairperson or their designee:

I have reviewed the self-assessment of internal control that was conducted for the 2025-2026 fiscal monitoring period.

Signed by: 
Signature: 83EC2FC994E54ED...

Printed Name: Charles Gibson

Title: Chairman, SFWIB

Date: 10/30/2025

Please scan and upload to SharePoint an executed copy of this certification on or before **October 31, 2025**.