



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

FINANCE AND EFFICIENCY

COUNCIL MEETING

THURSDAY, February 20, 2020

8:00 A.M.

Doubletree by Hilton Miami Airport Hotel &
Convention Center
711 NW 72nd Avenue
Miami, Florida 33126

AGENDA

1. Call to Order and Introductions
2. Approval of Finance and Efficiency Council Meeting Minutes
 - A. October 17, 2019
 - B. December 12, 2019
3. Information – Financial Report - December 2019
4. Information – Bank Reconciliation - December 2019 and January 2020
5. Information – Fiscal Monitoring Activity Reports
6. Recommendation as to Approval to Accept Workforce Innovation and Opportunity Administration (WIOA) State Level Funds
7. Recommendation as to Approval to Accept and Allocate Comcast Funds
8. Recommendation as to Approval to Accept Wagner-Peyser Funds and Revise PY2019-20 Budget

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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."

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Finance & Efficiency Council (FEC) Chairman Gibson called the meeting to order at 8:15am. Quorum of members present had not been achieved.

2. Approval of Finance and Efficiency Council Meeting of February 19, 2019, April 18, 2019, June 25, 2019 and September 5, 2019

Deferred due to lack of quorum

3. Information – Financial Report – August 2019

Chairman Gibson introduced the item and Interim SFWIB Assistant Director of Finance Odell Ford further presented the following financial reports:

[Mr. Roberto Datorre arrived]

Revenue

- **Refugee Funded Programs Budget Revenue Increased**

Expenses

- **Budget Expenditures Increased by \$4,000,000**

Budget Variance Explanations

- Training and Support Services Expenditures were \$209,659
- Other Programs & Projects are 46.3% versus 17%

Chairman Perez inquired about the status of recent referrals. SFWIB Executive Director Rick Beasley explained.

4. Information – Bank Reconciliation – August 2019 and September 2019

Chairman Gibson introduced the item and Mr. Ford presented.

No further questions or discussions.

5. Information – Fiscal Monitoring Activity Reports

Chairman Gibson introduced the item. Mr. Ford further presented. Mr. Beasley additionally presented.

Mr. Datorre inquired about the validation of review and Mr. Beasley further explained.

6. Information – Department of Economic Opportunity Monitoring Report

Chairman Gibson introduced the item and Mr. Ford further presented.

Chairman Perez inquired about the technical assistance section and Mr. Beasley explained.

No further questions or discussions.

7. Recommendation as to Approval to Accept and Allocate Department of Children and Families Refugee Employment and Training Program Funds

Chairman Gibson introduced the item and Mr. Beasley further presented.

The consensus of the members present move the item to the full board.

There being no further business to come before the Council, the meeting adjourned at 8:40am.

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Finance & Efficiency Council (FEC) Chairman Gibson called the meeting to order at 8:30am. Quorum of members present had not been achieved.

2. Approval of Finance and Efficiency Council Meeting of February 19, 2019, April 18, 2019, June 25, 2019, September 5, 2019 and December 12, 2019

Deferred due to lack of quorum

3. Information – Financial Report – September 2019

FEC Chairman Gibson presented the item and SFWIB Assistant Director Odell Ford presented the financial report with the following updates:

- Youth Services - 14.5% versus the standard rate⁴ of 34%
- Training and Support Services - \$850,592
- Other Programs & Projects – 64.6% versus the standard rate of 34%

SFWIB Executive Director Rick Beasley further presented.

4. Information – Bank Reconciliation – October 2019

FEC Chairman Gibson introduced the item and Mr. Ford further presented.

SFWIB Executive Director Rick Beasley also presented.

Beginning Book Balance - \$3.6 million

Less deposits\$1.6 million

5. Recommendation as to Approval to Accept Fiscal Year 2018-2019 Audit Reports

Chairman Gibson introduced the item. Mr. Ford further presented. Mr. Beasley additionally presented.

Mr. Beasley asked that Mr. Ford to explain the process of cutting checks.

Mr. Ford further explained. Mr. Beasley provided further details on pending check distribution for the City of Opa-locka.

FEC Chairman Gibson asked how long the City of Opa-locka had not been able to cash the checks. Mr. Beasley responded one year.

Mr. Ford continued with his review and presentation of book balances.

FEC Vice-Chairman Perez shared his concern regarding one year of outstanding checks for the City of Opa-Locka.

Ms. Lampon inquired about the impact of current allocations for this fiscal year. Mr. Beasley further explained. Mr. Ford and Mr. Beasley both explained that all pending checks were voided and closed out.

There was continued discussion.

Representatives of Anthony Brunson, P.A. appeared before the Council and presented.

FEC Chairman Gibson inquired about the depreciation of buildings and Ms. Audrey Robinson further explained.

Chairman Gibson inquired about auditor recommendations to SFWIB and Mr. Brunson briefly explained.

Vice-Chairman Perez inquired about the breakeven points should cuts continue to accelerate. "What would happen when it gets to a point of having to downsize as a result of funding decrease?" The auditors responded.

There was continued discussion.

Mr. Beasley further explained programmatic and administrative costs.

Item moved to the full Board by consensus of the members present.

Mr. Beasley inquired about timing reduction in assets and the auditors explained.

There being no further business to come before the Council, the meeting adjourned at 9:26am.



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 2/20/2020

AGENDA ITEM NUMBER: 3

AGENDA ITEM SUBJECT: FINANCIAL REPORT

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The Finance and Efficiency Council's primary goal is to work to ensure that the Board is in good financial health, its assets are protected, and its resources are used appropriately and accounted for sufficiently. Accordingly, the attached un-audited financial report for the month of December 2019 is being presented for review by the Board members.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 2/20/2020

AGENDA ITEM NUMBER: 4

AGENDA ITEM SUBJECT: BANK RECONCILIATION

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

The Finance and Efficiency Council's primary goal is to work to ensure that the Board is in good financial health, its assets are protected, and its resources are used appropriately and accounted for sufficiently.

Based on the Internal Control Procedures recommended by the Department of Economic Opportunity of the State of Florida, the Finance Committee, at its April 2, 2009 meeting, requested a monthly cash reconciliation report be provided at every committee meeting. Accordingly, the attached cash reconciliation for the month of December 2019 and January 2020 is being presented to the Council for review.

FUNDING: N/A


PERFORMANCE: N/A

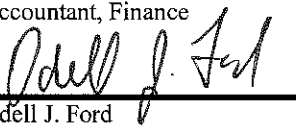
ATTACHMENT

**South Florida Workforce Investment Board
Reconcile Cash Accounts**

**Reconciliation Date: 12/31/2019
Cash Account: 1102 Cash -General Operating Account**

	<u>Amount (\$)</u>	<u>Number of Transactions</u>
Beginning Book Balance	3,248,838.23	
Less Checks/Vouchers Drawn	(2,640,975.86)	149
Plus Deposits		N/A
Checks Voided		
Deposits	2,999,406.15	21
Plus Other Items:	(7.67)	1
Unreconciled Items:		N/A
Ending Book Balance	<u><u>3,607,260.85</u></u>	
Bank Balance	4,304,768.04	
Less Checks/Vouchers Outstanding	(697,507.19)	97
Other Items:		N/A
Plus Deposits In Transit		
Transfer to operating		N/A
Unreconciled Items:		N/A
Reconciled Bank Balance	<u><u>3,607,260.85</u></u>	
Unreconciled Difference	<u><u>0.00</u></u>	

Prepared by:  1/7/2020
Rondricka L. Jefferies
Accountant, Finance

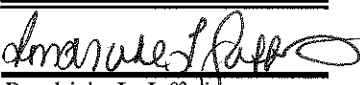
Approved by:  1/7/2020
Odell J. Ford
Finance Administrator

**South Florida Workforce Investment Board
Reconcile Cash Accounts**

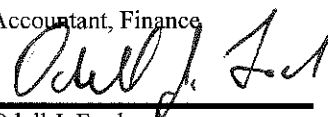
Reconciliation Date: 1/31/2020

Cash Account: 1102 Cash -General Operating Account

	<u>Amount (\$)</u>	<u>Number of Transactions</u>
Beginning Book Balance	3,607,260.85	
Less Checks/Vouchers Drawn	(2,685,430.80)	292
Plus Deposits	37,000.00	1
Checks Voided		
Deposits	3,668,819.57	37
Plus Other Items:		N/A
Unreconciled Items:		N/A
Ending Book Balance	<u><u>4,627,649.62</u></u>	
Bank Balance	5,273,911.31	
Less Checks/Vouchers Outstanding	(646,261.69)	76
Other Items:		N/A
Plus Deposits In Transit		
Transfer to operating		N/A
Unreconciled Items:		N/A
Reconciled Bank Balance	<u><u>4,627,649.62</u></u>	
Unreconciled Difference	<u><u>0.00</u></u>	

Prepared by: 
Rondricka L. Jefferies
Accountant, Finance

2/11/2020

Approved by: 
Odell J. Ford
Assistant Director, Finance



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 02/20/2020

AGENDA ITEM NUMBER: 5

AGENDA ITEM SUBJECT: ACTIVITY REPORT -- INTERNAL MONITORING RESULTS

AGENDA ITEM TYPE: **INFORMATIONAL**

RECOMMENDATION: N/A

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

At its December 19, 2013 meeting, the Audit Committee members requested that staff include a monitoring activity report at subsequent meetings.

In response to said request, SFWIB staff prepared the attached Internal Fiscal Monitoring Activity Report for Program Year 2019-2020, for the period of September 27, 2019 to January 31, 2020.

The report is a summary of the Service Providers monitored, and findings resulting from the internal fiscal monitoring activities.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT

CareerSource South Florida (CSSF) Board of Directors Meeting
February 20, 2020
Office of Continuous Improvement (OCI) Fiscal Unit
Fiscal Monitoring Activity Report from September 27, 2019 to January 31, 2020
Program Year 19-20

Contract Type/ Contract Period	Contract Amount	Amount Disallowed	Findings/Deficiencies/Comments	Repeat Findings
ARBOR E & T, LLC. (Arbor)				
Career Centers (CC) - Hialeah Downtown 7/1/18 to 6/30/19	838,685	None	Sampled bank reconciliations were not signed and dated by the preparer and the reviewer.	No
CC - North Miami Beach 11/1/18 to 6/30/19	780,370	None	Sampled payments for operational expenditures were not remitted to vendors timely.	No
CC - Northside 11/1/18 to 6/30/19	796,362	None	Weaknesses in the internal controls related to payroll processes and recordkeeping were noted.	Yes
Refugee Employment and Training (RET) 4/1/19 to 9/30/19	329,073	None	Arbor did not adhere to contractual requirements, as sampled personnel files did not include required documentation at the time of the review; such as: signed Individual Non-Disclosure and Confidentiality Certification Form, Tier 1 certifications, proof of Health Insurance Portability Accountability Act (HIPAA) training, credentials, signed Affidavit of Good Moral Character, current performance evaluations, and signed job descriptions.	No
			Arbor did not adhere to contractual requirements, as required reports were not submitted to CSSF's assigned unit/staff or not uploaded to the Intranet database, within the required time frame.	Yes
			The review of the RET program case files did not reveal any discrepancies when compared to the information detailed by Arbor from CSSF's Balance Scorecard (BSC) Placement Report Details and documented in sampled case files, RET services billed to and paid by CSSF, and the actual services provided.	No
Total Funded	\$ 2,744,490			
BIG BROTHERS, BIG SISTERS OF MIAMI, INC. (BBBS)				
Children Scholarship Program from 8/16/18 to 6/30/19	250,000	10,228.69	The percentage of space rental expenditures allocated to CSSF was erroneously calculated during the contract period; as a result, \$10,228.69 was submitted for reimbursement and paid by CSSF. The amount was returned to CSSF.	No
			The accounting system did not have an established unallowable costs general ledger account.	No
			BBBS was not adhering to its existing Financial Management Policies and Procedures – Item 16 - BBBSGM Credit Cards Section, as it did not maintain a list of employees who had been issued corporate credit cards.	No
			BBBS did not have written agreements with employees who are issued a corporate credit card.	No
			BBBS did not provide adequate evidence to demonstrate electronic records were backed up on a regular basis.	No
			The existing electronic recordkeeping policy did not include if the electronic records scheduled for destruction are disposed of in a manner that ensures if any information is confidential or exempt from disclosure, including proprietary or security information, cannot practicably be read or re-constructed.	No
			BBBS did not submit to CSSF's Quality Assurance (QA) Unit, the Supervisory Case Reviews by the 10th of the month, for the months of April and June 2019; not in compliance with requirements of the executed contract.	No
			BBBS did not comply with requirements of the executed contract and did not submit the Affirmation/Acknowledgement Form, regarding Level 2 Background Screening, not later than thirty (30) days of contract execution.	No
Total Funded	\$ 250,000	\$ 10,228.69		
COMMUNITY COALITION, INC. (CC)				
Out of School Youth (OSY) from 7/1/19 to 6/30/20	844,109	None	Sampled operational expenditures were incorrectly classified, allocated, and recorded in the accounting system.	Yes
Refugee Employment and Training (RET) from 11/1/18 to 9/30/19	522,041	None	CC failed to record sampled placements in the Employ Miami-Dade (EMD)/ Employ Monroe (EM) database as required by the RET contract.	No
			Community Coalition did not upload the Staffing Rosters/New Hire/Termination and Tracking Report, the ADA Monthly Compliance Reports, and CSSF Monthly Training Report, in a timely manner, to CSSF's Intranet for the PY 18-19 RET program.	Yes
			The Self-Assessment Questionnaire submitted for program year 19-20 indicated CC did not to have a clearly defined Strategic Plan. This concern was cited as an observation during the last year review, yet CC did not formulate a strategic plan as suggested. As a result, this concern is being cited as a finding in this report. As best business practices, the agency should formulate a detailed strategic plan for the next five years to set clear goals for the agency's future; the plan should include measures to address possible funding reductions, deficits, identification of new funding sources, new services, fundraising activities, program performance, staffing levels, trainings, etc. and define how best to achieve the plan.	Yes
Total Funded	\$ 1,366,150			

CareerSource South Florida (CSSF) Board of Directors Meeting
February 20, 2020
Office of Continuous Improvement (OCI) Fiscal Unit
Fiscal Monitoring Activity Report from September 27, 2019 to January 31, 2020
Program Year 19-20

Contract Type/ Contract Period	Contract Amount	Amount Disallowed	Findings/Deficiencies/Comments	Repeat Findings
LUTHERAN SERVICES FLORIDA, INC. (LSF)				
Refugee Employment and Training (RET) from 10/1/17 to 3/31/19	2,963,291.00	419.55	Recordkeeping deficiencies were noted on sampled RET program clients' files, monthly placements recorded in the Refugee Services Data System (RSDS) were not reported into the Employ Miami-Dade (EMD)/Employ Monroe (EM) database; in addition, employment authorized clients were not registered into the EMD/EM database.	No
from 4/1/19 to 9/30/19	811,242.00		Sampled operational expenditures were incorrectly calculated and allocated to the CSSF program, which resulted in over allocations.	Yes
			LSF did not properly identify, track and record unallowable costs in the accounting system associated with late fees	No
			LSF did not obtain prior written approval from SFWIB to produce, publicize and distribute outreach materials (postcards) describing the RET program, for PY 18-19.	No
			Expenditures reviewed for sampled months included a budget line item for computer software/licenses, which was not an approved budget line item.	No
			Budgeted salaries presented and approved by CSSF for sampled employees included projected salary increases; however, as of the writing of the monitoring report, the salary increases had not yet being granted to employees.	No
			The basis for allocations related to printing, office, computer and cleaning supplies, described in the budget narratives were not being followed. The approved budget narratives indicated the allocations were to be based on Full-Time Employees (FTE's) however, the review of sampled operational expenditures showed the allocations were calculated and allocated based on square	No
			For PY 18-19, LSF did not upload to CSSF's Intranet the Department of Children and Families (DCF) Civil Rights Compliance Checklist within thirty (30) days of contract execution.	Yes
			For PY 18-19, the American with Disabilities Act (ADA) Compliance Report due to CSSF on the first of each month, was not uploaded to CSSF's Intranet, timely.	No
Total Funded	\$ 3,774,533.00	\$ 419.55		
OFFICE OF MANAGEMENT AND BUDGET (OMB) TITLE 2, US CODE OF FEDERAL REGULATIONS (CFR), PART 200 REVIEWED				
Audit Resolution and Final Management Decision Letters Issued: Arbor E&T, LLC., City of North Miami, Community Coalition, Inc., Cuban American National Council, Inc., United Way of Miami-Dade, Inc.				
PLAN OF CORRECTIVE ACTIONS (POCAs) REVIEWED				
Arbor E&T, LLC., Big Brothers Big Sisters of Miami, Inc., Community Action Human Services Department (CAHSD), Lutheran Services Florida, Inc., United Way of Miami-Dade, Inc. Youth Co-Op, Inc.				



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 2/20/2020

AGENDA ITEM NUMBER: 6

AGENDA ITEM SUBJECT: ACCEPTANCE OF WIOA STATE LEVEL FUNDS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Finance and Efficiency Council to recommend to the Board the approval to accept \$20,833 in Workforce Innovation and Opportunity Act State Level Funds, as set forth below.

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

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

BACKGROUND:

On January 9, 2020, the South Florida Workforce Investment Board (SFWIB) received a Notice of Fund Availability from the Department of Economic Opportunity (DEO) of the State of Florida for a total award of \$20,833 in Workforce Innovation and Opportunity Act (WIOA) State Level Funds.

The purpose of the award is to provide WIOA eligible participants with foundational skills training such as soft and employability skills. Eligible participants will be provided with reliability, time management, communication, leadership, and problem solving skills training.

FUNDING: WIOA Adult, Youth, and Dislocated Worker

PERFORMANCE: N/A

NO ATTACHMENT



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 2/20/2020

AGENDA ITEM NUMBER: 7

AGENDA ITEM SUBJECT: ACCEPTANCE OF COMCAST FUNDS

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Finance and Efficiency Council to recommend to the Board the approval to accept \$25,000 in Comcast Funds and allocate to the WOW Center, as set forth below.

STRATEGIC GOAL: **STRONG WORKFORCE SYSTEM LEADERSHIP**

STRATEGIC PROJECT: **Close the digital skills gap**

BACKGROUND:

CareerSource South Florida (CSSF) in partnership with the WOW Center submitted a proposal for the Internet Essentials Accelerator Grant through Comcast. A copy of the proposal is attached. The funds will provided to the WOW Center to purchase assistive technology equipment to empowers adults with developmental disabilities through cutting-edge programs.

The WOW Center is an organization committed to making Miami a more inclusive community by empowering adults with developmental disabilities to reach their potential and highest level based on their unique abilities. WOW is an Adult Day Training (ADT) center that currently supports and serves over 200 adults with developmental disabilities (autism, cerebral palsy, intellectual disabilities, Down syndrome, Prader-Willi syndrome, spina bifida) from Miami-Dade County. The participant age is 21 to 80 years of age. All of the adults whom attend WOW have experienced a drop in supports and opportunities once they have graduated from High School. For them, continuing supports into adulthood is crucial to their continued development and maintenance of quality of life.

The WOW Center empowers adults with developmental disabilities through cutting-edge programs such as; Music Therapy, Life & Work skills, Art Therapy, Supported Employment, Occupational Therapy, Sports and Fitness, and a STEM classroom. These programs strive to collaborate with community partnerships to fuel our mission of making Miami more inclusive. The adults that attend WOW have the same desires (and rights) to live significant, productive, lives as anyone else. Unfortunately, many misconceptions still exist about this population, making it difficult to exercise the skills they learn at places like WOW.

On December 23, 2019, CareerSource South Florida received a check from Comcast for a total award of \$25,000. CSSF staff recommend the allocation of Comcast funds to the WOW Center.

FUNDING: Comcast (Unrestricted)

PERFORMANCE: N/A

ATTACHMENT



INVOICE

DATE: FEBRUARY 14, 2020

TO:
 Ms. Marta M. Casas-Celaya, APR
 Director, External Affairs
 COMCAST
 5915 Ponce de Leon Boulevard, Suites 63/64
 Coral Gables, FL 33146

FOR:
 Invoice for Internet Essentials Accelerator Grant

DESCRIPTION	AMOUNT
<p>CareerSource South Florida (CSSF) will partner with the WOW Center. The WOW Center is an organization committed to making Miami a more inclusive community by empowering adults with developmental disabilities to reach their potential and highest level based on their unique abilities. WOW is an Adult Day Training (ADT) center that currently supports and serves over 200 adults with developmental disabilities (autism, cerebral palsy, intellectual disabilities, Down syndrome, Prader-Willi syndrome, spina bifida) from Miami-Dade County. The participant age is 21 to 80 years of age. All of the adults whom attend WOW have experienced a drop in supports and opportunities once they have graduated from High School. For them, continuing supports into adulthood is crucial to their continued development and maintenance of quality of life.</p> <p>The WOW Center empowers adults with developmental disabilities through cutting-edge programs such as: Music Therapy, Life & Work skills, Art Therapy, Supported Employment, Occupational Therapy, Sports and Fitness, and a STEM classroom. These programs strive to collaborate with community partnerships to fuel our mission of making Miami more inclusive. The adults that attend WOW have the same desires (and rights) to live significant, productive, lives as anyone else. Unfortunately, many misconceptions still exist about this population, making it difficult to exercise the skills they learn at places like WOW.</p> <p>The following are the currents need for the WOW Center:</p> <ul style="list-style-type: none"> • The Community Base Education Program and the Music Therapy Program will require the need for two Smart Boards. The WOW Center started installing smart boards in their classrooms but did not have enough funding for two classrooms. The Smart Boards have been a great addition to their classrooms because WOW staff are able to accommodate the different learning styles of their students. Additionally, because Smart Boards are interactive, the WOW students have hands on learning and are completely engaged. <ul style="list-style-type: none"> ◦ Smart Board - \$6,400 (SMART Board 6075 Pro Interactive Display with iQ 75" LED display) x 2 = \$12,800 • The WOW Center Technology/STEM classroom is requesting for 10 new laptops. The Technology/STEM classroom is utilized by 200 individuals who participate in all of the CSSF's program areas. The attendees rotate to each class three times a week. <ul style="list-style-type: none"> ◦ Laptops for STEM classroom - \$1,900 (Intel Core i7, 16 GB RAM, 512 GB HDD, NVIDIA Video Card 6 GB, 15.6" Anti-Glare Narrow Border Display 144Hz) x 10 = \$19,000 	\$25,000.00
TOTAL	\$25,000.00

Make all checks payable to CareerSource South Florida
 7300 Corporate Center Drive, Suite 500
 Miami, Florida 33126



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 2/20/2020

AGENDA ITEM NUMBER: 8

AGENDA ITEM SUBJECT: ACCEPTANCE OF WAGNER-PEYSER FUNDS AND BUDGET ADJUSTMENT

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Finance Efficiency Council to recommend to the Board to approve a budget increase adjustment of \$857,916 in Pass Thru Wagner-Peyser Funds.

STRATEGIC GOAL: **STRENGTHEN THE ONE-STOP DELIVERY SYSTEM**

STRATEGIC PROJECT: **Improve employment outcomes**

BACKGROUND:

On June 25, 2019 the South Florida Workforce Investment Board (SFWIB) approved the fiscal year 2019-2020 budget which included Wagner-Peyser Pass Thru funds in the amount of \$256,832. This amount was under budgeted since it did not include the total pass thru funding from the Department of Economic Opportunity (DEO).

For FY2019-20, CareerSource Florida allocated \$3,828,623 in Wagner-Peyser funds to the Region. The allocated funding is utilized for the DEO State staff working within the Career Centers. The remainder the funds is used as Pass Thru dollars to cover facility cost (i.e., rent, equipment, utilities, etc.). A total of \$1,101,004 is dedicated as Pass Thru funds.

On December 11, 2019, DEO issued a Notice of Fund Availability (NFA) that indicated SFWIB received \$13,744 in additional Wagner-Peyser pass thru funding. The new total of Wagner-Peyser Pass Thru allocation is \$1,114,748. The revised Pass Thru amount of \$1,114,748 minus the \$256,832 budgeted Pass Thru amount results in a request for approval to revise the budget to include the budget/allocated difference of \$857,916.

The purpose of this award is to be used to facilitate meeting the goals and outcome measures of the Wagner Peyser program.

FUNDING: Wagner Peyser.

PERFORMANCE: N/A

NO ATTACHMENT