



SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

FINANCE AND EFFICIENCY

COUNCIL MEETING

THURSDAY, December 12, 2019

8:00 A.M.

Doubletree by Hilton Miami Airport
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. February 21, 2019
 - B. April 18, 2019
 - C. June 25, 2019
 - D. September 05, 2019
 - E. October 17, 2019
3. Information - Financial Report – October 2019
4. Information - Bank Reconciliation – October 2019 and November 2019
5. Recommendation as to Approval to Accept Fiscal Year 2018-2019 Audit Reports

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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 FINANCE AND EFFICIENCY COUNCIL

AGENDA ITEM NUMBER: 2A

DATE: December 12, 2019 at 8:00AM

AGENDA ITEM SUBJECT: MEETING MINUTES

February 21, 2019 at 8:00am

Doubletree Miami Airport Hotel – Convention Center (2nd floor)

711 NW 72nd Avenue

Miami, FL 33126

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS NOT IN ATTENDANCE	OTHER ATTENDEES
<ol style="list-style-type: none">1. Gibson, Charles A, <i>Chairman</i>2. Perez, Andy, <i>Vice-Chairman</i>3. Bridges, Jeff4. Lampon, Brenda5. Maxwell, Michelle6. Scott, Kenneth7. Wensveen, John	<ol style="list-style-type: none">8. Adrover, Bernardo9. Datorre, Roberto10. Davis-Raiford, Lucia <p>SFW STAFF Azor, Christine</p>	<p>Brunson, Tony - Anthony Brunson, PA.</p> <p>Someillan, Ana – <i>Adults Mankind Organization, Inc.</i></p>

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 and welcomed all those present. He noted that a quorum of members present had been achieved.

2. Approval of Finance and Efficiency Council Meeting of December 13, 2018

SFWIB Chairman Andy Perez moved the approval of Finance and Efficiency Council Meeting Minutes. Motion seconded by Dr. John Wensveen; **Motion Passed Unanimously**

Motion Passed by Unanimous Consent

3. Information – Financial Report – December 2018

Chairman Gibson introduced the item and Finance Assistant Director Christine Azor further presented.

Chairman Gibson requested details on allocations that were transferred. Ms. Azor provided details.

Chairman Gibson asked whether if information regarding adjustments is details in the contracts. Ms. Azor responded, “Yes”.

She further presented the following:

Budget Adjustments:

- No budget adjustments

Expenses:

- Youth Services Decreased (\$7,025)

Explanation of Significant Variances

1. Adult Services – 27.2% versus 50%
2. Training and Support Services expenditures 16.9% versus 50%
3. Other Programs and Contracts 14.5% versus 50%

[Mr. Roberto Datorre arrived]

No further questions or discussions.

4. Information – Bank Reconciliation – December 2018 and January 2019

Chairman Gibson introduced the item and Ms. Azor further presented.

No further questions or discussions.

5. Information – Fiscal Monitoring Activity Report

Chairman Gibson introduced the item. Ms. Azor further presented.

No further questions or discussions.

6. Recommendation as to Approval of an Adjustment to the FY 2018-2019 Budget

Chairman Gibson introduced the item. Ms. Azor further presented and Mr. Beasley provided additional details.

Mr. Gibson verified the recommendation for approval and Ms. Azor provided details.

Mr. Roberto Datorre moved the approval of an Adjustment to the FY 2018-2019 Budget. Motion seconded by SFWIB Chairman Andy Perez; **Motion Passed Unanimously**

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



SFWIB FINANCE AND EFFICIENCY COUNCIL

AGENDA ITEM NUMBER: 2B

DATE December 12, 2019 at 8:00AM

AGENDA ITEM SUBJECT: MEETING MINUTES

April 18, 2019 at 8:00am

Doubletree Miami Airport Hotel – Convention Center (2nd floor)

711 NW 72nd Avenue

Miami, FL 33126

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS NOT IN ATTENDANCE	OTHER ATTENDEES
<ol style="list-style-type: none"> 1. Gibson, Charles A, <i>Chairman</i> 2. Perez, Andy, <i>Vice-Chairman</i> 3. Lampon, Brenda 4. Maxwell, Michelle 5. Scott, Kenneth 6. Wensveen, John 	<ol style="list-style-type: none"> 7. Adrover, Bernardo 8. Bridges, Jeff 9. Datorre, Roberto 10. Davis-Raiford, Lucia 11. Maxwell, Michelle 12. Scott, Kenneth 13. Wensveen, John <p>SFW STAFF Alonso, Gustavo Ford, Odell</p>	

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 8:32am and welcomed all those present. He noted that a quorum of members present had not been achieved.

2. Approval of Finance and Efficiency Council Meeting of February 21, 2019

Deferred due to Lack of Quorum

3. Information – Financial Report – December 2018

Chairman Gibson introduced the item. SFWIB Finance Administrator Odell Ford further presented.

[Recorder Disconnected]

4. Information – Bank Reconciliation – December 2018 and January 2019

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

5. Information – Fiscal Monitoring Activity Report

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

6. Recommendation as to Approval to Accept State of Florida Department of Economic Opportunity Workforce Funding

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

Item moved by consensus of the members presented.

There being no further business to come before the Council, the meeting adjourned at 8:52am.



SFWIB FINANCE AND EFFICIENCY COUNCIL

AGENDA ITEM NUMBER: 2C

DATE December 12, 2019 at 8:00AM

AGENDA ITEM SUBJECT: MEETING MINUTES

June 25, 2019 at 8:00am

Doubletree Miami Airport Hotel – Convention Center (2nd floor)

711 NW 72nd Avenue

Miami, FL 33126

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS NOT IN ATTENDANCE	OTHER ATTENDEES
<ol style="list-style-type: none"> 1. Gibson, Charles A, <i>Chairman</i> 2. Perez, Andy, <i>Vice-Chairman</i> 3. Bridges, Jeff 4. Maxwell, Michelle 	<ol style="list-style-type: none"> 5. Adrover, Bernardo 6. Datorre, Roberto 7. Davis-Raiford, Lucia 8. Lampon, Brenda 9. Maxwell, Michelle 10. Scott , Kenneth 11. Wensveen, John 	<p>*****N one*****</p>
	<p>SFW STAFF Alonso, Gustavo Ford, Odell</p>	

Agenda items are displayed in the order they were discussed.

1. Call to Order and Introductions

Finance & Efficiency Council (FEC) Vice-Chairman Andy Perez called the meeting to order at 8:25am and welcomed all those present. He noted that a quorum of members present had not been achieved.

2. Approval of Finance and Efficiency Council Meeting of February 21, 2019 and April 18, 2019
Deferred due to Lack of Quorum

3. Information – Financial Report – April 2019

FEC Vice-Chairman Perez introduce the item and SFWIB Finance Administrator Odell Ford further presented the following financial information for the current period of July 1, 2018 through April 30, 2019.

Budget Adjustments:

Revenue:

- DEO funded programs increased by \$558, 508

Expenses:

- Budgeted Expenditures increased by \$558,508

Budget Variance Explanations:

- Adult Services 47.6% versus 84%
- Training and Support Services expenditures are 31.9% versus 84%
- Other Programs and Contracts are 21.5% versus 84%

Ms. Maxwell requested explanation on the outcome of underperformances of service providers detailed in the finance report. Mr. Ford provided further details. SFWIB Executive Director Rick Beasley appeared before the Council and provided additional details on cost reimbursement contract and newly implemented performance based contracts. Ms. Maxwell inquired about a detailed performance report of individual service provider contracts. Mr. Beasley responded CSSF has balanced scorecard (real time report).

Mr. Bridges explained the challenges of finding qualified service providers in this region. Ms. Maxwell inquired about possible training. Mr. Beasley further explained the challenges of hiring qualified employees in Monroe County as an example of the various challenges this region faces.

There was continued discussion.

Mr. Ford continued with his presentation.

FEC Vice-Chairman Perez inquired about Miami Community Ventures. Mr. Beasley provided details.

Mr. Bridges inquired about On-the-Job Training (OJT) and Mr. Beasley provided details. Mr. Bridges inquired about training start date and Mr. Beasley responded, July 1.

There was continued discussion.

Mr. Bridges inquired about the National Emergency Grant of \$1.3 million. Both Vice-Chairman Perez and Mr. Beasley explained.

4. Information – Bank Reconciliation – April 2019 & May 2019

5. Information – Fiscal Monitoring Activity Report

Mr. Ford introduced and presented the item.

Mr. Bridges requested more details on United Way. Mr. Beasley provided details.

No further questions or discussions.

6. Recommendation as to Approval to Allocate funds for the Stanley G. Tate Florida Prepaid College Foundation, Inc.

FEC Vice-Chairman Andy Perez introduced the item. Mr. Beasley further explained. He briefly announced his recent resignation from Big Brothers Big Sisters Board.

Mr. Bridges inquired about the Take Stock in Children Scholarships and Mr. Beasley further explained.

Item moved to the full board by consensus of the members presented.

7. Recommendation as to Approval of the 2019-2020 Budget

Mr. Beasley presented the item.

Item moved to the full board (with adjustments; Mainstream, National Flight Academy, Employ Miami Dade, Culinary and TechHire Boot Camp for Monroe County etc.) by consensus of the members present.

There being no further business to come before the Council, the meeting adjourned at 9:03am.



SFWIB FINANCE AND EFFICIENCY COUNCIL

AGENDA ITEM NUMBER: 2D

DATE: December 12, 2019 at 8:00AM

AGENDA ITEM SUBJECT: MEETING MINUTES

September 5, 2019 at 8:00am

Doubletree Miami Airport Hotel – Convention Center (2nd floor)

711 NW 72nd Avenue

Miami, FL 33126

COMMITTEE MEMBERS IN ATTENDANCE	COMMITTEE MEMBERS NOT IN ATTENDANCE	OTHER ATTENDEES
<ol style="list-style-type: none"> 1. Gibson, Charles A, <i>Chairman</i> 2. Perez, Andy, <i>Vice-Chairman</i> 3. Adrover, Bernardo 4. Maxwell, Michelle 5. Wensveen, John 	<ol style="list-style-type: none"> 6. Bridges, Jeff 7. Datorre, Roberto 8. Davis-Raiford, Lucia 9. Lampon, Brenda 10. Scott, Kenneth <p>SFW STAFF Beasley, Rick Ford, Odell Liu, Sophia</p>	<p>Monroe County Representatives (total four members)</p>

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 and June 25, 2019

Deferred due to lack of quorum

3. Information – Financial Report – October 2018

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

Fiscal Year End

- **Refer to Financial Statements (included in report)**

Budget Adjustments

- **No budget adjustments for the month of June**

Budget Variance Explanations

- SFWIB Headquarter expenditures were \$8.1 million/ approximately 78.9% of approved full year budget
- Sub-Contracted Services were \$17.1 million / 75.4%
- Facility Costs were \$4.4 million/73.9%
- Training and Support Services expenditures were \$5.3 million / 33.1%
- Other Programs and Contracts were \$2.5 million / 62.1%

FEC Chairman Gibson inquired current fiscal budget for training and support services. Both Mr. Beasley and Mr. Ford explained.

4. Information – Bank Reconciliation – June 2019

Chairman Gibson introduced the item and Ms. Azor further presented.

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.

There was continued discussion.

6. Recommendation as to Approval to Allocate funds for the Stanley G. Tate Florida Prepaid College Foundation, Inc.

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

Mr. Beasley briefed the Council on a recent Notice of Funds Availability (NFA).

FEC Vice-Chairman Perez inquired about apprenticeships.

Consensus of the members present moved the item to the full Board for approval.

7. Recommendation as to Approval to Accept funds for Project Second Chance for Incarcerated Parents with Minor Children

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

Ms. Maxwell requested additional details and Mr. Beasley explained.

Mr. Adrover requested details on the grant and Mr. Beasley explained. Mr. Adrover commended this initiative.

There was continued discussion.

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

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.



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 12/12/2019

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 October 2019 and is being presented for review by the Board members.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 12/12/2019

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 months of October 2019 and November 2019 and 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: 10/31/2019
Cash Account: 1102 Cash -General Operating Account**

	<u>Amount (\$)</u>	<u>Number of Transactions</u>
Beginning Book Balance	2,038,753.03	
Less Checks/Vouchers Drawn	(1,896,494.11)	210
Plus Deposits	0.00	N/A
Checks Voided		
Deposits	3,275,219.74	45
Plus Other Items:		N/A
Unreconciled Items:		N/A
Ending Book Balance	<u><u>3,417,478.66</u></u>	
Bank Balance	4,463,045.86	
Less Checks/Vouchers Outstanding	(1,045,567.20)	125
Other Items:		N/A
Plus Deposits In Transit		
Transfer to operating		N/A
Unreconciled Items:		N/A
Reconciled Bank Balance	<u><u>3,417,478.66</u></u>	
Unreconciled Difference	<u><u>0.00</u></u>	

Prepared by: *Rondricka L. Jeffries*
Rondricka L. Jeffries
Accountant, Finance

Approved by: *Odell J. Ford 11/6/19*
Odell J. Ford
Finance Administrator

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

**Reconciliation Date: 11/30/2019
Cash Account: 1102 Cash -General Operating Account**

	<u>Amount (\$)</u>	<u>Number of Transactions</u>
Beginning Book Balance	3,417,478.66	
Less Checks/Vouchers Drawn	(2,476,503.31)	176
Plus Deposits	3,823.45	3
Checks Voided		
Deposits	2,304,039.43	32
Plus Other Items:		N/A
Unreconciled Items:		N/A
Ending Book Balance	<u><u>3,248,838.23</u></u>	
Bank Balance	5,056,858.69	
Less Checks/Vouchers Outstanding	(1,808,020.46)	138
Other Items:		N/A
Plus Deposits In Transit		
Transfer to operating		N/A
Unreconciled Items:		N/A
Reconciled Bank Balance	<u><u>3,248,838.23</u></u>	
Unreconciled Difference	<u><u>0.00</u></u>	

Prepared by: *Rondricka L. Jeffries* 12/4/19
Rondricka L. Jeffries
Accountant, Finance

Approved by: *Odell J. Ford* 12/9/19
Odell J. Ford
Finance Administrator



SFWIB FINANCE EFFICIENCY COUNCIL

DATE: 12/12/2019

AGENDA ITEM NUMBER: 5

AGENDA ITEM SUBJECT: FISCAL AUDIT APPROVAL

AGENDA ITEM TYPE: **APPROVAL**

RECOMMENDATION: SFWIB staff recommends to the Finance and Efficiency Council to recommend to the Board the approval of the Fiscal Year 2018-2019 agency-wide Audit Reports, and the authorization to exercise the option to renew the Fiscal Auditors' contract for program year 2019-2020, as set forth below.

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

STRATEGIC PROJECT: **Strengthen workforce system accountability**

BACKGROUND:

On December 14, 2017, the South Florida Workforce Investment Board (SFWIB) approved the negotiation of a contract with Anthony Brunson P.A. for the performance of an external independent audit of the agency's financial records and reports for Fiscal Year 2018-2019.

The SFWIB Fiscal Year 2018-2019 audit was recently completed by Anthony Brunson P.A. The audit was performed pursuant to generally accepted auditing standards, government auditing standards, and the Rules of Florida's Auditor General. It included a review of internal controls as well as compliance with applicable laws and regulations. Mr. Brunson will present the audit results to the members of the committee. Major items noted in the report include:

- An unmodified opinion on the financial statements, which fairly present the financial position of CareerSource South Florida for the year ending June 30, 2019;
- No deficiencies in internal control over financial reporting;
- No instances of noncompliance or other matters that are required to be reported in accordance with Government Auditing Standards;
- No disclosure of reportable conditions in internal control, in general;
- No disclosure of reportable conditions in internal control over major federal programs;
- No disclosure of any audit findings relative to the major federal award programs which are reportable under the US OMB Circular A-133 or Chapter 10.650, Rules of the Auditor General, State of Florida;
- No findings related to the audit of federal awards or state projects in the prior fiscal year.

In accordance with the Final Guidance (AWI FG 05-019) issued by the Florida Department of Economic Opportunity on Audit and Audit Resolution, dated August 12, 2005, auditors must appear before the Board, or an appropriate committee of the Board, to explain the opinions expressed by the auditor and to discuss the significance of any audit findings, including findings contained in the Management Letter. Copies of the audit, management letter, and any corrective action plan must be submitted to the DEO Inspector General, the State Auditor General's Office, Department of Financial Services, the Federal Audit Clearinghouse, as well as, to the Chief Elected Official for Workforce Development Area 23.

As stipulated in the contract with Anthony Brunson P.A., the SFWIB has the option to renew the contract for one additional year at this time. SFWIB staff recommends that the Finance and Efficiency Council recommends to the Boards to authorize staff to negotiate a one year extension of the contract for the performance of the 2019-2020 fiscal audit.

FUNDING: N/A

PERFORMANCE: N/A

ATTACHMENT



ANTHONY BRUNSON P.A.

CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS ADVISORS

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA**

2019 AUDIT RESULTS AND REQUIRED COMMUNICATIONS

REPORT TO THOSE CHARGED WITH GOVERNANCE



ANTHONY BRUNSON P.A.

CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS ADVISORS

Governing Body
South Florida Workforce Investment Board
d/b/a CareerSource South Florida
7300 Corporate Center Drive Suite 500
Miami, FL 33126

Attention: Governing Body

We are pleased to present this report related to our audit of the financial statements of South Florida Workforce Investment Board (“**SFWIB**”) for the year ended June 30, 2019.

This report summarizes certain matters required by professional standards to be communicated to you in your oversight responsibility for **the SFWIB’s** financial reporting process.

This report is intended solely for the information and use of the Board Chair and Members, and is not intended to be and should not be used by anyone other than these specified parties.

We appreciate the opportunity to meet with you to discuss the contents of this report, and to answer any questions that you may have about this report or any other audit-related matters. If you have any questions, please contact Anthony Brunson at (305)789-6673.

ANTHONY BRUNSON P.A.

December 10, 2019

Miramar Office

3350 SW 148th Avenue | Suite 110
Miramar, Florida 33027
(954) 874-1721



CLIENT FOCUSED: SOLUTION DRIVEN

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**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
2019 AUDIT RESULTS AND REQUIRED COMMUNICATIONS
REPORT TO THOSE CHARGED WITH GOVERNANCE**

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Adjusting Journal Entries

Management Representation Letter

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
2019 AUDIT RESULTS AND REQUIRED COMMUNICATIONS
REPORT TO THOSE CHARGED WITH GOVERNANCE**

AU-C Section 260 requires the auditor to communicate certain matters to keep those charged with governance adequately informed about matters related to the basic financial statements audit that are, in our professional judgment, significant and relevant to the responsibilities of those charged with governance in overseeing the financial reporting process. The following summarizes these communications.

Matter To Be Communicated	Auditor's Response
<p>Auditor's Responsibility Under Professional Standards</p>	<p>Our responsibility is to form and express an opinion about whether the basic financial statements prepared by management are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America.</p> <p>We are also responsible for conducting the audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in <i>Governmental Auditing Standards</i>. Those standards require that we obtain reasonable rather than absolute assurance about whether the basic financial statements are free of material misstatement, whether caused by error or fraud. Accordingly, a material misstatement may remain undetected. Also, an audit is not designed to detect error or fraud that is immaterial to the basic financial statements.</p>
<p>Accounting Practices</p>	<p>Significant or Unusual Transactions</p> <p>We did not identify any significant or unusual transactions or significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.</p> <p>Alternative Treatments Discussed with Management</p> <p>We did not discuss with management any alternative treatments within generally accepted accounting principles for accounting policies and practices related to material items during the current audit period.</p>
<p>Management's Judgments and Accounting Estimates</p>	<p>The preparation of the financial statements requires the use of accounting estimates. We are required to inform those charged with governance of such accounting estimates about our conclusions regarding the reasonableness of those estimates.</p> <p>For fiscal year ended June 30, 2019, management's judgement was called upon to establish the useful lives of fixed assets and the collectability of receivables. We have determined that such estimates are reasonable.</p>

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
2019 AUDIT RESULTS AND REQUIRED COMMUNICATIONS
REPORT TO THOSE CHARGED WITH GOVERNANCE**

Matter To Be Communicated	Auditor's Response
Financial Statement Disclosures	We did not identify any items relating to the neutrality, consistency, and clarity of the disclosures in the financial statements which we deemed are required to be discussed with the Organization's management.
Audit Adjustments	See attachment.
Disagreements with Management	We encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments on any significant matters, the scope of the audit, or significant disclosures to be included in the basic financial statements.
Consultations with Other Accountants	We are not aware of consultations management had with other accountants about significant accounting or auditing matters.
Significant Issues Discussed with Management	<ul style="list-style-type: none"> • New GASB Pronouncement – GASB 87 Leases- effective for periods beginning after December 15, 2019. • For CSSF this will be effective for fiscal year 2021.
Difficulties Encountered in Performing the Audit	We did not encounter any difficulties in dealing with management during the audit. We had the cooperation of management and free access to all appropriate information necessary to conduct our audit.
Certain Written Communications Between Management and Our Firm	<ul style="list-style-type: none"> • Engagement letter • Management representation letter
Other Matters	There were no relationships that we believe impair our independence, and we confirm that we are independent of the Agency.
Material Uncertainties Related to Events and Conditions that May Cast Doubt on the Ability to Continue as a Going Concern	We are not aware of any material uncertainties that cast doubt on the Agency's ability to continue as a going concern.
Deficiencies in Internal Control	No deficiencies identified.

ATTACHMENT

CareerSource South Florida

Year End: June 30, 2019

Adjusting journal entries

Date: 7/1/2018 To 6/30/2019

Prepared by	Reviewed by	Reviewed by	Reviewed by
AR 11/20/2019			

GEN-32

Number	Date	Name	Account No	Reference	Debit	Credit	Recurrence	Misstatement
1	6/30/2019	Furniture&Equipment	1405		18,030.00			
1	6/30/2019	Investment in Fixed Assets	2901		149,544.00			
1	6/30/2019	Investment in Fixed Assets	2901			18,030.00		
1	6/30/2019	Furniture&Equipment	1405			149,544.00		
To record change in capital asset for FYE 6/30/2019.								
2	6/30/2019	Compensated Absences	2207		3,728.00			
2	6/30/2019	Compensated Absences	5014			3,728.00		
To adjust Compensated Absences for FYE 6/30/2019.								
3	6/30/2019	Revenue Federal Grants	4000		3,629.68			
3	6/30/2019	Deferred Revenue	2301		2.49			
3	6/30/2019	Deferred Revenue	2301		695.00			
3	6/30/2019	Accounts Receivable	1201					
3	6/30/2019	Revenue Federal Grants	4000		3,350.00			
3	6/30/2019	Accounts Receivable	1201			3,629.68		
3	6/30/2019	Accounts Receivable	1201			2.49		
3	6/30/2019	Accounts Receivable	1201			695.00		
3	6/30/2019	Accounts Receivable	1201			3,350.00		
To reclass accounts receivables, revenue and deferred revenue								
4	6/30/2019	Revenue Federal Grants	4000		17,350.00			
4	6/30/2019	Deferred Revenue	2301			17,350.00		
Adjustment to reconcile total grant revenue to total grant expenditures. Excess revenue reclass to deferred revenue								
					196,329.17	196,329.17		

Net Income (Loss) (15,467.95)

[Client's Letterhead]

December 10, 2019

Anthony Brunson PA
3350 SW 148th Avenue
Suite 110
Miramar FL 33027

This representation letter is provided in connection with your audit(s) of the financial statements of South Florida Workforce Investment Board "**SFWIB**", which comprise the respective financial position of the governmental activities and each major fund, as of June 30, 2019, and the respective changes in financial position for the period then ended, and the related notes to the financial statements, for the purpose of expressing opinions as to whether the financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

We confirm, to the best of our knowledge and belief, as of **December 10, 2019** the following representations made to you during your audit.

Financial Statements

- 1) We have fulfilled our responsibilities, as set out in the terms of the audit contract agreement dated August 9, 2019, including our responsibility for the preparation and fair presentation of the financial statements in accordance with U.S. GAAP and for preparation of the supplementary information in accordance with the applicable criteria.
- 2) The financial statements referred to above are fairly presented in conformity with U.S. GAAP and include all properly classified funds and other financial information required by generally accepted accounting principles to be included in the financial reporting entity.
- 3) We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

- 4) We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- 5) Significant assumptions we used in making accounting estimates, are reasonable.
- 6) Related party relationships and transactions, including revenues, expenditures, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties have been appropriately accounted for and disclosed in accordance with U.S. GAAP.
- 7) Adjustments or disclosures have been made for all events, including instances of noncompliance, subsequent to the date of the financial statements that would require adjustment to or disclosure in the financial statements or in the schedule of findings and questioned costs.
- 8) The effects of uncorrected misstatements are immaterial, both individually and in the aggregate, to the financial statements as a whole for each opinion unit. A list of the uncorrected misstatements is attached to the representation letter. (if any)
- 9) The effects of all known actual or possible litigation, claims, and assessments have been accounted for and disclosed in accordance with U.S. GAAP. (if any)
- 10) Guarantees, whether written or oral, under which the SFWIB is contingently liable, if any, have been properly recorded or disclosed.

Information Provided

- 11) We have provided you with:
 - a) Access to all information, of which we are aware, that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters, and all audit or relevant monitoring reports, if any, received from funding sources.
 - b) Additional information that you have requested from us for the purpose of the audit.
 - c) Unrestricted access to persons within the SFWIB from whom you determined it necessary to obtain audit evidence.
 - d) Minutes of the meetings of SFWIB or summaries of actions of recent meetings for which minutes have not yet been prepared.
- 12) All material transactions have been recorded in the accounting records and are reflected in the financial statements and the schedule of expenditures of federal awards.
- 13) We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.

- 14) We have no knowledge of any fraud or suspected fraud that affects the **SFWIB** and involves:
- Management,
 - Employees who have significant roles in internal control, or
 - Others where the fraud could have a material effect on the financial statements.
- 15) We have no knowledge of any allegations of fraud or suspected fraud affecting the **SFWIB's** financial statements communicated by employees, former employees, regulators, or others.
- 16) We have no knowledge of instances of noncompliance or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse, whose effects should be considered when preparing financial statements.
- 17) We have disclosed to you all known actual or possible litigation, claims, and assessments whose effects should be considered when preparing the financial statements.(if any)
- 18) We have disclosed to you the identity of the **SFWIB's** related parties and all the related party relationships and transactions of which we are aware.

Government—Specific

- 19) There have been no communications from regulatory agencies concerning noncompliance with, or deficiencies in, financial reporting practices.
- 20) We have identified to you any previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- 21) The SFWIB has no plans or intentions that may materially affect the carrying value or classification of assets, liabilities, or equity.
- 22) We are responsible for compliance with the laws, regulations, and provisions of contracts and grant agreements applicable to us, including tax or debt limits and debt contracts; and legal and contractual provisions for reporting specific activities in separate funds.
- 23) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of fraud and noncompliance with provisions of laws and regulations that we believe have a material effect on the financial statements or other financial data significant to the audit objectives, and any other instances that warrant the attention of those charged with governance.
- 24) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of noncompliance with provisions of contracts and grant agreements that we believe have a material effect on the determination of financial statement amounts or other financial data significant to the audit objectives.

- 25) We have identified and disclosed to you all instances, which have occurred or are likely to have occurred, of abuse that could be quantitatively or qualitatively material to the financial statements or other financial data significant to the audit objectives.
- 26) There are no violations or possible violations of budget ordinances, laws and regulations (including those pertaining to adopting, approving, and amending budgets), provisions of contracts and grant agreements, tax or debt limits, and any related debt covenants whose effects should be considered for disclosure in the financial statements, or as a basis for recording a loss contingency, or for reporting on noncompliance.
- 27) As part of your audit, you assisted with preparation of the financial statements and related notes. We acknowledge our responsibility as it relates to those nonaudit services, including that we assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services performed; and accept responsibility for the results of the services. We have reviewed, approved, and accepted responsibility for those financial statements and related notes.
- 28) The **SFWIB** has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset been pledged as collateral.
- 29) The **SFWIB** has complied with all aspects of contractual agreements that would have a material effect on the financial statements in the event of noncompliance.
- 30) The financial statements properly classify all funds and activities, in accordance with GASB Statement No. 34.
- 31) All funds that meet the quantitative criteria in GASB Statement Nos. 34 and 37 for presentation as major are identified and presented as such and all other funds that are presented as major are particularly important to financial statement users.
- 32) Components of net position (net investment in capital assets; restricted; and unrestricted) and classifications of fund balance (nonspendable, restricted, committed, assigned, and unassigned) are properly classified and, if applicable, approved.
- 33) Expenses have been appropriately classified in or allocated to functions and programs in the statement of activities, and allocations have been made on a reasonable basis.
- 34) Revenues are appropriately classified in the statement of activities within program revenues.
- 35) Interfund, internal, and intra-entity activity and balances have been appropriately classified and reported.

- 36) Deposits and investment securities and derivative instruments are properly classified as to risk and are properly disclosed.
- 37) Capital assets, are properly capitalized, reported, and, if applicable, depreciated.
- 38) We have appropriately disclosed the **SFWIB's** policy regarding whether to first apply restricted or unrestricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position is available and have determined that net position is properly recognized under the policy.
- 39) We are following our established accounting policy regarding which resources (that is, restricted, committed, assigned, or unassigned) are considered to be spent first for expenditures for which more than one resource classification is available. That policy determines the fund balance classifications for financial reporting purposes.
- 40) We acknowledge our responsibility for the required supplementary information (RSI). The RSI is measured and presented within prescribed guidelines and the methods of measurement and presentation have not changed from those used in the prior period. We have disclosed to you any significant assumptions and interpretations underlying the measurement and presentation of the RSI.
- 41) With respect to the Reconciliation of the General Ledger Expenditure Accounts to the State of Florida Subrecipient enterprise Resource Application system:
- a) We acknowledge our responsibility for presenting the Reconciliation of the General Ledger Expenditure Accounts to the State of Florida Subrecipient enterprise Resource Application system in accordance with accounting principles generally accepted in the United States of America, and we believe the Reconciliation of the General Ledger Expenditure Accounts to the State of Florida Subrecipient enterprise Resource Application system, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America. The methods of measurement and presentation of the Reconciliation of the General Ledger Expenditure Accounts to the State of Florida Subrecipient enterprise Resource Application system have not changed from those used in the prior period, and we have disclosed to you any significant assumptions or interpretations underlying the measurement and presentation of the supplementary information.
 - b) If the Reconciliation of the General Ledger Expenditure Accounts to the State of Florida Subrecipient enterprise Resource Application system is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the supplementary information no later than the date we issue the supplementary information and the auditor's report thereon.

42) With respect to federal award programs:

- a) We are responsible for understanding and complying with, and have complied with, the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance), including requirements relating to preparation of the schedule of expenditures of federal awards.
- b) We acknowledge our responsibility for presenting the schedule of expenditures of federal awards (SEFA) and related notes in accordance with the requirements of the Uniform Guidance, and we believe the SEFA, including its form and content, is fairly presented in accordance with the Uniform Guidance. The methods of measurement or presentation of the SEFA have not changed from those used in the prior period and we have disclosed to you any significant assumptions and interpretations underlying the measurement or presentation of the SEFA.
- c) If the SEFA is not presented with the audited financial statements, we will make the audited financial statements readily available to the intended users of the SEFA no later than the date we issue the SEFA and the auditor's report thereon.
- d) We have identified and disclosed to you all of our government programs and related activities subject to the Uniform Guidance compliance audit, and have included in the SEFA, expenditures made during the audit period for all awards provided by federal agencies in the form of federal awards, federal cost-reimbursement contracts, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other direct assistance.
- e) We are responsible for understanding and complying with, and have complied with, the requirements of federal statutes, regulations, and the terms and conditions of federal awards related to each of our federal programs and have identified and disclosed to you the requirements of federal statutes, regulations, and the terms and conditions of federal awards that are considered to have a direct and material effect on each major program.
- f) We are responsible for establishing and maintaining, and have established and maintained, effective internal control over compliance for federal programs that provides reasonable assurance that we are managing our federal awards in compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a material effect on our federal programs. We believe the internal control system is adequate and is functioning as intended.
- g) We have made available to you all federal awards (including amendments, if any) and any other correspondence with federal agencies or pass-through entities relevant to federal programs and related activities.
- h) We have received no requests from a federal agency to audit one or more specific programs as a major program.

- i) We have complied with the direct and material compliance requirements, including, when applicable, those set forth in the *OMB Compliance Supplement*, relating to federal awards and we confirm that there were no amounts questioned and no known noncompliance with the direct and material compliance requirements of federal awards.
- j) We have disclosed any communications from federal awarding agencies and pass-through entities concerning possible noncompliance with the direct and material compliance requirements, including communications received from the end of the period covered by the compliance audit to the date of the auditor's report.
- k) We have disclosed to you the findings received and related corrective actions taken for previous audits, attestation engagements, and internal or external monitoring that directly relate to the objectives of the compliance audit, including findings received and corrective actions taken from the end of the period covered by the compliance audit to the date of the auditor's report.
- l) Amounts claimed or used for matching were determined in accordance with relevant guidelines in OMB's Uniform Guidance (2 CFR part 200, subpart E)
- m) We have made available to you all documentation related to compliance with the direct and material compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
- n) We have disclosed to you the nature of any subsequent events that provide additional evidence about conditions that existed at the end of the reporting period affecting noncompliance during the reporting period. (if any)
- o) There are no such known instances of noncompliance with direct and material compliance requirements that occurred subsequent to the period covered by the auditor's report.
- p) No changes have been made in internal control over compliance or other factors that might significantly affect internal control, including any corrective action we have taken regarding significant deficiencies or material weaknesses in internal control over compliance, subsequent to the period covered by the auditor's report.
- q) Federal program financial reports and claims for advances and reimbursements are supported by the books and records from which the financial statements have been prepared.
- r) The copies of federal program financial reports provided you are true copies of the reports submitted, or electronically transmitted, to the respective federal agency or pass-through entity, as applicable.
- s) We have monitored subrecipients, as necessary, to determine that they have expended subawards in compliance with federal statutes, regulations, and the terms and conditions of the subaward and have met the other pass-through entity requirements of the Uniform Guidance.
- t) We have issued management decisions for audit findings that relate to federal awards made to subrecipients and such management decisions have been issued within six

months of acceptance of the audit report by the Federal Audit Clearinghouse. Additionally, we have followed-up ensuring that the subrecipient has taken timely and appropriate action on all deficiencies detected through audits, on-site reviews, and other means that pertain to the federal award provided to the subrecipient. We have considered the results of subrecipient audits and have made any necessary adjustments to our books and records.

- u) We have charged costs to federal awards in accordance with applicable cost principles.
- v) We are responsible for and have ensured the reporting package does not contain protected personally identifiable information.
- w) We are responsible for preparing the auditee section of the Data Collection Form as required by the Uniform Guidance.

Signature: _____

Signature: _____

Title: _____

Title: _____

SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

MIAMI, FLORIDA

**FINANCIAL STATEMENTS AND
REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2019**

DRAFT

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
JUNE 30, 2019**

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**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
JUNE 30, 2019**

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INDEPENDENT AUDITORS' REPORT

Governing Body of South Florida Workforce Investment Board
d/b/a CareerSource South Florida
Miami Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, and each major fund, South Florida Workforce Investment Board as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the South Florida Workforce Investment Board's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, and each major fund, of the South Florida Workforce Investment Board, as of June 30, 2019, and the respective changes in financial position, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and on pages 4 through 8 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the South Florida Workforce Investment Board's basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*, and the accompanying Reconciliation of the General Ledger Expenditure Accounts to the State of Florida the State of Florida Subrecipient Enterprise Resource Application System, as required by the Special Guidance Provided by the Florida Department of Economic Opportunity audit requirement are presented for the purpose of additional analysis and are not a required part of the basic financial statements.

The Reconciliation of the General Ledger Expenditure Accounts to the State of Florida Subrecipient Enterprise Resource Application System and the schedule of expenditures of federal awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, Reconciliation of the General Ledger Expenditure Accounts to the State of Florida Subrecipient Enterprise Resource Application System and the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standard*

In accordance with *Government Auditing Standards*, we have also issued our report dated December 10, 2019, on our consideration of the South Florida Workforce Investment Board’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering South Florida Workforce Investment Board’s internal control over financial reporting and compliance.

December 10, 2019

DRAFT

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

This section of the South Florida Workforce Investment Board (SFWIB) annual financial report presents Management's Discussion and Analysis (MD&A) of the SFWIB's financial performance during the fiscal year ended June 30, 2019. This section is to be read in conjunction with SFWIB's financial statements and the accompanying notes, which follow this section.

FINANCIAL HIGHLIGHTS

At the end of the current fiscal year, SFWIB's net position totaled \$922,301.

- During fiscal year 2019, SFWIB's expenses in the government-wide financial statements totaled \$40,321,142 for direct program services and administrative expenses. Revenues totaled \$40,174,159.

OVERVIEW OF THE FINANCIAL STATEMENTS

The MD&A is intended to serve as an introduction to SFWIB's basic financial statements. SFWIB's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to basic financial statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of SFWIB's finances, using accounting methods similar to those used by private sector business.

The statement of net position presents information on all of SFWIB's assets, deferred outflows, liabilities, and deferred inflows, with the difference between assets and liabilities, deferred inflows and deferred outflows, reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of SFWIB is improving or deteriorating.

The statement of activities presents information showing how SFWIB's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenue and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

OVERVIEW OF THE FINANCIAL STATEMENTS (cont'd)

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. SFWIB, like all other governmental entities, uses fund accounting to ensure and reflect compliance with finance-related requirements, such as the general statutes and special grant conditions. SFWIB maintains two governmental funds to account for governmental activities:

General Fund - The general fund is used to account for and report all financial resources not accounted for and reported in another fund.

Special Revenue Fund - Most of the SFWIB's basic services are accounted for in the special revenue fund. The special revenue fund is used to account for all federal, state, and local grants and contracts.

However, unlike the government-wide financial statements, the governmental fund financial statements focus on near-term, inflows and outflows of spendable resources, as well as on balances of expendable resources available at the end of the fiscal year. Such information may be useful in evaluating SFWIB's near-term financing requirements.

Because the focus of the governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for the governmental funds with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of SFWIB's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenue, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between *the governmental funds* and *governmental activities*.

Notes to the Financial Statements

The notes provide disclosures and additional information that are essential to a full understanding of the financial information presented in the government-wide and fund financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

FINANCIAL ANALYSIS OF SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

Government-wide Financial Analysis

Summary of Net Position

The following comparative table summarizes SFWIB's net position as of June 30, 2019 and 2018.

	<u>2019</u>	<u>2018</u>
Assets:		
Current and other assets	\$ 10,966,800	\$ 15,025,101
Capital assets, net	<u>130,062</u>	<u>261,576</u>
Total assets	<u>11,096,862</u>	<u>15,286,677</u>
Liabilities and deferred inflows:		
Current liabilities	9,260,958	12,066,947
Non-current liabilities	732,878	736,891
Deferred inflows	<u>180,725</u>	<u>1,413,555</u>
Total liabilities and deferred inflows	<u>10,174,561</u>	<u>14,217,393</u>
Net position:		
Net investment in capital assets	130,062	261,576
Unrestricted net position	<u>792,239</u>	<u>807,708</u>
Total net position	<u>\$ 922,301</u>	<u>\$ 1,069,284</u>

As of June 30, 2019, current assets totaled \$10,966,800. This is a net decrease of \$4,058,301 from June 30, 2018, principally attributable to the net effect of an increase in the cash and receivables, and a decrease in accrued payables as of June 30, 2019. The net effect of the three is due to timing differences between when cash is requested and received from grantor agencies, and when invoices are presented for payment, indicating there was a greater amount of unpaid obligations at year end than in the prior year.

The decrease of \$131,514 in capital assets is due primarily to the combined effect of depreciation expense of approximately \$149,544 and the acquisition of new assets totaling \$18,030.

Current liabilities of \$9,260,958 decreased by \$2,805,989 when compared to 2018. This decrease was primarily attributable to a net decrease between accrued payables and account payables as of June 30, 2019, which affected account receivables and is primarily due to timing of invoices presented for payment.

The decrease in non-current liabilities of \$4,013 is due to an increase of compensated absences payable to employees; and the decrease in deferred inflows is due to a funding decision between two WIOA funds that increased WIOA Adult fund under this category and increased WIOA Dislocated Worker under account receivables.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

FINANCIAL ANALYSIS OF SOUTH FLORIDA WORKFORCE INVESTMENT BOARD (cont'd)

Government-wide Financial Analysis (cont'd)

Change in Net Position - Governmental Activities

	<u>2019</u>	<u>2018</u>
Total revenue	\$ 40,174,159	\$ 49,008,616
Total expenses	<u>40,321,142</u>	<u>49,160,924</u>
Change in net position	<u>\$ (146,983)</u>	<u>\$ (152,308)</u>

Total revenue and expenses decreased approximately \$8.834 million and \$8.839 million respectively, during fiscal year 2019. The decrease in revenue and expenses was due to less funding specifically in the Department of Children and Families Refugee Program.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

As of June 30, 2019, SFWIB had invested approximately \$130,062 net of accumulated depreciation of approximately \$950,130 in a wide range of assets for its Career Centers, and administrative operations including computer equipment, five mobile vehicles, office equipment and furniture and fixtures. See Note 6 to the accompanying financial statements for further analysis.

Long-term Liabilities

SFWIB's long-term liabilities consist of compensated absences payable to SFWIB's employees at some future date in excess of one year after June 30, 2019. The long-term portion of compensated absences payable as of June 30, 2019 was approximately \$732,878. See Note 8 to the accompanying financial statements for further analysis.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The Florida Legislature and CareerSource Florida will not provide a final allocation to the SFWIB until late May or early June; therefore, the actual funding awarded to SFWIB is not measurable as of the date of this report.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2019**

CONTACTING SOUTH FLORIDA WORKFORCE INVESTMENT BOARD'S FINANCIAL MANAGEMENT

This financial report is designed to provide to the citizens, customers, and creditors in Miami-Dade and Monroe Counties as well as grantor agencies with a general overview of the SFWIB's financial position and to demonstrate the SFWIB's accountability for the funds it receives. Questions concerning any of the information provided in this report or requests for additional information should be addressed to:

South Florida Workforce Investment Board - Finance Office
7300 NW 19th Street
Suite 500
Miami, Florida 33126

DRAFT

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
STATEMENT OF NET POSITION
FOR THE YEAR ENDED JUNE 30, 2019**

	Primary Government
	Total Governmental Activities
ASSETS	
Current assets:	
Cash	\$ 2,773,976
Grants receivable	7,488,627
Other receivables	55,635
Prepaid costs	<u>648,562</u>
Total current assets	<u>10,966,800</u>
Non-current assets:	
Capital assets, net	<u>130,062</u>
Total non-current assets	<u>130,062</u>
Total Assets	<u>\$ 11,096,862</u>
LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	
Current liabilities:	
Accounts payable and accrued expenditures	\$ 9,131,627
Current portion of compensated absences	<u>129,331</u>
Total current liabilities	<u>9,260,958</u>
Non-current liabilities:	
Non-current portion of compensated absences	<u>732,878</u>
Total non-current liabilities	<u>732,878</u>
Total liabilities	<u>9,993,836</u>
Deferred inflows of resources	
Unearned revenue	<u>180,725</u>
Total deferred inflows of resources	<u>180,725</u>
Total Liabilities and Deferred Inflows of Resources	<u>\$ 10,174,561</u>
Net position:	
Net Investment in capital assets	\$ 130,062
Unrestricted	<u>792,239</u>
Total Net Position	<u>\$ 922,301</u>

The accompanying notes are an integral part of these financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2019**

<u>FUNCTIONS/PROGRAMS</u>	<u>Expenses</u>	<u>Program Revenue</u>	<u>Net (Expense) Revenue & Changes in Net position</u>
Governmental Activities		<u>Operating Grants and Contributions</u>	<u>Governmental Activities</u>
Government grants:			
WIOA - Adult Services	\$ 6,304,503	\$ 6,272,808	\$ (31,695)
WIOA - Dislocated Workers Services	6,018,766	5,998,023	(20,743)
WIOA Supplemental State Level	861,287	861,287	-
Supplemental Nutritional Program	1,451,465	1,446,826	(4,639)
Reemployment Eligibility Assessment	638,530	639,055	525
Refugee and Entrant Program	7,681,475	7,660,774	(20,701)
Trade Adjustment Assistance TAA/TAC/TAT	21,659	21,772	113
Unemployment Compensation	229,051	194,451	(34,600)
Disabled Veterans' Outreach Program	162,677	163,435	759
Local Veterans' Outreach Program	68,885	50,084	(18,801)
Consolidated Disabled and Local Veteran	29,550	29,674	124
Wagner Peyser	1,544,308	1,544,308	-
Wagner Peyser 7B - Military Spouse	19,413	19,413	-
Temporary Assistance to Needy Families/Welfare Transition Program	8,784,855	8,781,505	(3,350)
WIOA- Youth Services	5,873,818	5,873,818	-
Disaster Recovery Irma	35,774	35,774	-
WIOA – National Emergency	326,879	326,879	-
Wagner Peyser – Incentives	44,461	44,461	-
Non-federal	<u>223,786</u>	<u>209,712</u>	<u>(14,074)</u>
Total Governmental Activities	<u>\$ 40,321,142</u>	<u>\$ 40,174,059</u>	<u>(147,083)</u>
General Revenue – Contribution Income			<u>100</u>
Change in net position			(146,983)
Net position - beginning			<u>1,069,284</u>
Net position - ending			<u>\$ 922,301</u>

The accompanying notes are an integral part of these financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
BALANCE SHEET — GOVERNMENTAL FUNDS
JUNE 30, 2019**

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total Governmental Funds</u>
ASSETS			
Cash	\$ 1,654,078	\$ 1,119,899	\$ 2,773,977
Grants receivables	371	7,488,256	7,488,627
Other receivables	-	55,635	55,635
Due from other funds	-	648,562	648,562
Prepaid expenses	<u>648,562</u>	<u>-</u>	<u>648,562</u>
Total Assets	<u>\$ 2,303,011</u>	<u>\$ 9,312,352</u>	<u>\$ 11,615,363</u>
LIABILITIES			
Accounts payable & accrued expenditures	\$ -	\$ 9,131,627	\$ 9,131,627
Due to other funds	<u>648,562</u>	<u>-</u>	<u>648,562</u>
Total liabilities	<u>648,562</u>	<u>9,131,627</u>	<u>9,780,189</u>
DEFERRED INFLOWS OF RESOURCES			
Unearned revenue	<u>-</u>	<u>180,725</u>	<u>180,725</u>
Total liabilities and deferred inflows of resources	<u>648,562</u>	<u>9,312,352</u>	<u>9,960,914</u>
FUND BALANCE			
Non-spendable	648,562	-	648,562
Restricted	-	-	-
Unassigned	<u>1,005,887</u>	<u>-</u>	<u>1,005,887</u>
Total Fund Balance	<u>1,654,449</u>	<u>-</u>	<u>1,654,449</u>
Total Liabilities, Deferred Inflows of Resources and Fund Balance	<u>\$ 2,303,011</u>	<u>\$ 9,312,352</u>	<u>\$ 11,615,363</u>

The accompanying notes are an integral part of these financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
JUNE 30, 2019**

Total Fund Balance - Governmental Funds \$ 1,654,449

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets net of accumulated depreciation used in governmental activities are not financial resources and therefore are not reported in the governmental fund. 130,062

Compensated absences that are long-term liabilities, are not due and payable in the current period and therefore, are not reported in the governmental funds. (862,210)

Net position of Governmental Activities \$ 922,301

The accompanying notes are an integral part of these financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE OF THE
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2019**

	<u>General Fund</u>	<u>Special Revenue Fund</u>	<u>Total Governmental Funds</u>
REVENUE			
Government grants and contracts	\$ -	\$ 39,963,422	\$ 39,963,422
Other income & interest	<u>100</u>	<u>210,637</u>	<u>210,737</u>
Total Revenue	<u>100</u>	<u>40,174,059</u>	<u>40,174,159</u>
EXPENDITURES			
Program costs	10,320	36,219,602	36,229,922
Administration costs	<u>8,977</u>	<u>3,954,457</u>	<u>3,963,434</u>
Total Expenditures	<u>19,297</u>	<u>40,174,059</u>	<u>40,193,356</u>
Excess of revenue over expenditures	(19,197)	-	(19,197)
Fund balance at beginning of year	<u>1,673,646</u>	<u>-</u>	<u>1,673,646</u>
Fund balance at end of year	<u>\$ 1,654,449</u>	<u>\$ -</u>	<u>\$ 1,654,449</u>

The accompanying notes are an integral part of these financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE OF THE GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2019**

Net change in fund balance governmental fund	\$ (19,197)
Amounts reported for governmental activities in the statement of net position are different because:	
Provision for depreciation expense on governmental capital assets is included in the governmental activities in the Statement of Activities	(149,544)
Capital outlays, reported as expenditures in governmental funds, are shown as capital assets in the statement of net position.	18,030
Change in compensated absences that are long-term liabilities, are not due and payable in the current period and therefore, are not reported in the fund financial statements.	<u>3,728</u>
Change in net position of Governmental Activities	<u><u>\$ (146,983)</u></u>

The accompanying notes are an integral part of these financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

Note 1 – General

On March 7, 2006, the Miami-Dade Board of County Commissioners (“BOCC”) passed a resolution approving a new Inter-local Agreement (“ILA”) between Miami-Dade County and Monroe County that created the Local Workforce Investment Board for Region 23 of the State of Florida in accordance with federal and state laws and regulations. On February 5, 2013 Miami-Dade Board of County Commissioners passed a resolution amending the Inter-local Agreement and extending the term four years, set to expire on June 20, 2016. On July 19, 2016 Miami-Dade Board of County Commissioners passed a resolution amending the Inter-local Agreement and extending the term four years, to expire on June 20, 2020. The Local Workforce Investment Board shall be known as the South Florida Workforce Investment Board (“SFWIB”) d/b/a CareerSource South Florida and:

- Shall be a separate public body, corporate and politic, and a governmental agency and governmental instrumentality of both Miami-Dade County and Monroe County.
- The Executive Director shall be selected by the SFWIB and shall be an employee of Miami-Dade County.
- The staff of the SFWIB shall all be employees of Miami-Dade County and shall serve the SFWIB under the supervision and control of the Executive Director of SFWIB.
- The members of the SFWIB shall elect a chairperson of the SFWIB, as required by the Workforce Investment Act of 1998, and such other officers as may be deemed necessary and appropriate by the SFWIB.
- The Chief Elected Official of Miami-Dade County and the administrative service of Miami-Dade County are designated as the local fiscal agent for Region 23 of the State of Florida.
- The Chief Elected Official of Miami-Dade County for and on behalf of Miami-Dade County and the Chief Elected Official of Monroe County for and on behalf of Monroe County shall be the local grant recipients for Region 23 of the State of Florida and shall be liable for any misuse of the grant funds allocated to Region 23.
- Monroe County and Miami-Dade County agreed to assume financial liability for any misuse of grant funds in accordance with State and Federal Law: Monroe County agreed to assume 6.7% of any financial liability for any misuse of grant funds; Miami-Dade County agreed to assume 93.3% of any financial liability for any misuse of grant funds.

In March of 2006, Workforce Florida, Inc. (“WFI”), now CareerSource Florida, approved the charter for Region 23 for South Florida Workforce Board. WFI completed their review of the new Interlocal Agreement and determined the board appointments and plan requirements had been satisfied.

SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019

Note 1 - General (cont'd)

Funding flows from the federal agencies (the U.S. Department of Labor and the U. S. Department of Health and Human Services) to the State of Florida. In the State of Florida, CareerSource Florida, is the policy board that allocates funding to the State's Regions and oversees the performance of the Regions in meeting performance standards established by the U.S. Department of Labor, the Florida Legislature, and CareerSource Florida. At the state level, the Florida Department of Economic Opportunities is the state agency that functions as the administrative entity for CareerSource Florida.

On the local level, the SFWIB is the policy board that plans and oversees the operation of the service delivery system in the Miami-Dade/Monroe Region, including allocating funding to various community based organizations, for profit and governmental organizations, to provide educational, training and placement services.

Funding was received pursuant to the Workforce Investment Opportunity Act (WIOA) from the U.S. Department of Labor, Employment, and Training Administration, through the State of Florida Department of Economic Opportunities (DEO). The primary objective of WIOA is to establish programs to prepare youth and unskilled adults and dislocated workers for entry into the labor force and to afford job training to individuals facing serious barriers to employment or in need of retraining.

Funding was received from the U.S. Department of Health and Human Services through the State of Florida Department of Economic Opportunities for the purpose of providing employment and related services to those individuals who are current and former welfare recipients under the Temporary Assistance to Needy Families Act, referred to as the Welfare Transition (WT) program, and are deemed eligible for the support by the State of Florida Department of Children and Families Services (DCF).

Funding was provided by the U.S. Department of Health and Human Services, Office of Refugee Resettlement, through the DCF to provide placement services to individuals with the immigration status of entrant and refugee.

Note 2 - Summary of Significant Accounting Policies

Basis of presentation

SFWIB's accounting policies conform with Generally Accepted Accounting Principles applicable to state and local governmental units. Accordingly, the basic financial statements include both the government-wide and fund financial statements.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

Note 2 - Summary of Significant Accounting Policies (cont'd)

Government-wide and fund financial statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all activities of SFWIB.

The statement of activities demonstrates the degree to which the direct expenses of a given program are offset by program revenue. *Direct expenses* are those that are clearly identifiable with a program. *Program revenue* includes operating grants that are used to meet the operational requirements of a particular program.

SFWIB does not legally adopt a budget for the governmental funds and accordingly, a budget to actual comparison has not been presented in the accompanying financial statements.

Measurement focus, basis of accounting, and financial statement presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grant receipts are deemed to be earned and reported as revenue when SFWIB and its contracted service providers have incurred expenditures in accordance with specific grant requirements. Amounts received but not yet earned are reported as unearned revenues. Interest income is accrued as earned. In applying the susceptible to accrual concept to intergovernmental revenue, the legal and contractual requirements of the numerous individual programs are used as guidance. Funds must be expended on the specific purpose as defined in the grant line-item budget or agreement; therefore, revenue is recognized when the related expenditures are incurred.

Governmental fund financial statements are reported using the current financial resources measurement focus and modified accrual basis of accounting. Revenue is recognized as soon as they are both measurable and available. Revenue is considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

SFWIB reports the following major governmental funds:

General Revenue Fund – The general fund is used to account for and report all financial resources not accounted for and reported in another fund.

Special Revenue Fund - The special revenue fund accounts for specific revenues that are legally restricted to expenditure for particular purposes and includes all federal grants and contracts.

When both restricted and unrestricted resources are available for use, it is SFWIB's policy to use restricted resources first.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

Note 2 - Summary of Significant Accounting Policies (cont'd)

Prepaid costs

Other assets are comprised primarily of prepaid rent and insurance under which are accounted for under the consumption method.

Capital assets

Capital assets, which include computer equipment, mobile vehicles, office equipment, office furniture and other equipment, are reported in the government-wide financial statements. Capital assets are defined by SFWIB as assets with an initial, individual cost of more than \$5,000 and a life of more than one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Capital assets of SFWIB are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Computer equipment	5 - 10
Office equipment	5 - 7
Office furniture	5 - 7
Other equipment	5 - 7

Net position

Net position represents the difference between assets, deferred outflows, deferred inflows, and liabilities. Net position invested in capital assets, net of related debt, consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition or improvement of those assets. Net positions are reported as restricted when there are limitations imposed on their use through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

Note 2 - Summary of Significant Accounting Policies (cont'd)

Fund balance

As prescribed by GASB Statement No. 54, governmental funds report fund balance in classifications based primarily on the extent to which SFWIB is bound to honor constraints on the specific purposes for which amounts in the funds can be spent. Fund balances for governmental funds consist of the following:

Non-spendable fund balance – includes amounts that are not in spendable form such as prepaid amounts.

Unassigned fund balance- is the residual classification for the general fund. This classification represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to specific programs with the general fund.

Use of estimates

The preparation of financial statements in conformity with generally accepted accounting principles require management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenditures during the reporting period. Actual results could differ from those estimates.

Income taxes

SFWIB is fulfilling an essential governmental function. Accordingly, income of SFWIB is excluded from income tax under the provisions of the Internal Revenue Code.

Note 3 - Cash

Cash deposits are held by banks qualified as public depositories under Florida Statutes. All deposits are fully insured by federal insurance and by a multiple financial institution collateral pool required by Florida Statutes, Chapter 280, "The Florida Security for Public Deposits Act."

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

Note 4 - Grant Receivables

As of June 30, 2019, grant receivables generally represent amounts due from grantor agencies for reimbursement of expenditures made by SFWIB, and consisted of the following:

Temporary Assistance to Needy Families (TANF)/Welfare Transition	\$ 3,408,405
WIOA- Dislocated Worker	96,545
Refugee and Entrant Program	1,257,310
WIOA - Youth Services	851,399
Supplemental Nutrition Assistance Program	146,994
Wagner Peyser	381,622
WIAO- Adult Services	990,068
WIOA- Supplemental State	135,092
Trade Adjustment Case Management	8,517
Reemploy Servs & Eligibility(UCRE)	122,943
Local Veterans	7,912
Disabled Veterans	22,446
DV-LV Combined	6,151
Wagner Peyser Military Spouse	8,390
Wagner Peyser Performance Incentives	44,461
Other	<u>372</u>
Total Grants Receivable	<u>\$ 7,488,627</u>

Note 5 - Other Receivables

Other receivables totaling \$55,635 as of June 30, 2019 consist primarily of charge-backs/refunds from training vendors for participants that did not complete training or whose Pell grants were applied and vending machine commissions past due. The other receivables were collected subsequent to June 30, 2019.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

Note 6 - Capital Assets

Capital asset balances and activity for the fiscal year ended June 30, 2018 were as follows:

	<u>Balance</u> <u>June 30, 2018</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2019</u>
Depreciable Capital Assets:				
Computer equipment	\$ 708,218	\$ 18,030	\$ 38,796	\$ 687,452
Office equipment	214,552	-	-	214,552
Other equipment	<u>178,188</u>	<u>-</u>	<u>-</u>	<u>178,188</u>
Total Depreciable Capital Assets	<u>1,100,958</u>	<u>18,030</u>	<u>38,796</u>	<u>1,080,192</u>
DEPRECIATION				
Less: Accumulated Depreciation for:				
Computer equipment	507,520	127,192	38,796	595,916
Office equipment	173,739	4,442	-	178,181
Other equipment	<u>158,124</u>	<u>17,910</u>	<u>-</u>	<u>176,033</u>
Total Accumulated Depreciation	<u>839,382</u>	<u>149,544</u>	<u>38,796</u>	<u>950,130</u>
Net Capital Assets	<u>\$ 261,576</u>	<u>\$ (131,514)</u>	<u>\$ -</u>	<u>\$ 130,062</u>

Depreciation expense was charged to functions as follows:

Governmental Activities

WIOA - Adult Services	\$ 34,506
Temporary Assistance to Needy Families/ Welfare Transition	38,424
WIOA - Dislocated Worker Services	23,167
WIOA - Youth Services	18,128
Wagner Peyser	14,230
Refugee and Entrant Assistance Program	13,844
Food Stamp/Supplemental Nutrition Assistance Program	5,576
Local Veterans	845
DV-LV Combined	7
Disabled Veteran	546
Other	<u>271</u>
Total	<u>\$ 149,544</u>

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

Note 7 - Unearned Revenue

As of June 30, 2019, deferred inflows of resources consist of the following:

WIOA Dislocated Workers	\$ 128,314
Reemployment & Eligibility Assessment	7
WIOA National Emergency	2,271
City of Miami Garden	32,975
Other	<u>17,158</u>
Total	<u><u>\$ 180,725</u></u>

Note 8 - Compensated Absences

Governmental Accounting Standards Board (GASB) Statement 16, Accounting for Compensated Absences, requires governmental agencies to record as a liability the vested and future rights to sick and/or vacation leave. Accordingly, consideration of the probability of partially vested employees becoming fully vested and actual past termination payment experience in the determination of the liability was considered. As such, compensated absences in the accompanying financial statements are comprised of accrued vacation, holiday and sick expenses.

SFWIB's employee vacation and sick leave policies provide for the granting of a specific number of days of vacation based on years of service. These policies also provide for paying employees unused vacation up to 500 hours and unused sick leave up to 1,000 hours upon termination depending on years of service as per Miami-Dade County leave manual.

The following table is a roll forward of compensated absences:

Beginning balance	\$ 865,938
Additions	1,156,457
Reductions	<u>(1,160,186)</u>
Ending balance	862,209
Estimated current portion	<u>(129,331)</u>
Long-term portion	<u><u>\$ 732,878</u></u>

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

Note 9 - Related Party Transactions

Contract awards

Miami-Dade County Public Schools, and The District Board of Trustees of Miami Dade College, are members of the South Florida Workforce Investment Board and were paid for program services; The Academy of South Florida is also a related party. These training agents were reimbursed for program services provided during fiscal year 2019 as follow:

Miami-Dade County Public Schools	\$ 1,677,513
The District Board of Trustees of Miami Dade College	520,723
The Academy of South Florida	1,130,881
Greater Miami Chamber of Commerce	<u>53,320</u>
	<u>\$ 3,382,437</u>

Services

Miami-Dade County, Florida (County) provides payroll processing, procurement, legal and other services and goods for SFWIB. The County was reimbursed approximately \$163,222 for these services during the fiscal year ended June 30, 2019.

Payroll

SFWIB staff are employees of Miami-Dade and are subject to its employment policies and procedures. All payroll costs are reimbursed to Miami-Dade by SFWIB.

Retirement plan

All SFWIB staff are covered under Miami-Dade County's participation in the State of Florida Retirement System (FRS), a cost sharing, multiple-employer Public Employee Retirement System (PERS). The FRS is now an employee/employer contributory program and is totally administered by the State of Florida.

Benefits are computed based on age, average final compensation, and service credit. Average final compensation is the average of the five highest fiscal years of earnings. The Florida Retirement System provides vesting of benefits after eight years of creditable service. Early retirement may be taken any time after vesting; however, there is a 5% benefit reduction for each year prior to normal retirement age or date. The FRS also provides death and disability benefits. A State statute establishes benefits.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

Note 9 - Related Party Transactions (cont'd)

Retirement plan (cont'd)

FRS issues an annual financial report. A copy can be obtained by sending a written request to:

Division of Retirement
1317 Wynnewood Boulevard, Bldg. B
Tallahassee, FL 32399-1560

SFWIB's required contribution rate is established by State statute and was 7.252% of the covered payroll for the fiscal year ended June 30, 2019. Additionally, a 3% employee contribution is mandated by the State of Florida. The required contribution by SFWIB to the FRS for the fiscal year ended June 30, 2019, 2018, and 2017, were approximately \$446,858, \$419,678, and \$391,081, respectively. SFWIB has met all contribution requirements for the current year and the two preceding years.

Note 10 - Risk Management

SFWIB is exposed to various risks of loss related to torts, theft of, damages to, and destruction of assets, errors and omissions, and natural disasters for which SFWIB carries commercial liability insurance. There have been no claims in excess of insurance coverage limits during the last fiscal years. Workers' compensation claims are covered by Miami-Dade self-insurance fund. SFWIB makes payments to the self-insurance fund for workers' compensation based on actuarial estimates. SFWIB does not share in the exposure for the difference between payments to the self-insurance fund and actual payments and thus, no claim liability is reported by SFWIB.

Note 11 - Lease Commitments

SFWIB leases office space under various operating leases. The majority of these leases are through the SFWIB, with lease terms extending through June 30, 2025. Total rent expense was approximately \$2,743,231 for the year ended June 30, 2019.

The following is a schedule of the estimated minimum payments required on operating leases as of June 30,

For the year ended June 30,

2020	\$ 2,291,687
2021	2,360,437
2022	2,431,250
2023	2,504,187
2024	2,579,313
2025	<u>2,656,692</u>
	<u>\$ 14,823,566</u>

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2019**

Note 12 - Contingencies

Grants

Individual grants are subject to financial and compliance audits by the grantors or their representatives during the three-year record retention period. Such audits could result in requests for reimbursements to the grantor agency for expenditures disallowed under terms of the grants. Based on past experience, SFWIB'S management is of the opinion that disallowances, if any, will not have a material impact on the basic financial statements.

Note 13- Subsequent Events

The SFWIB management evaluated subsequent events through December 10, 2019, the date the financial statements were available to be issued. There were no events which required disclosure in the financial statements.

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**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
JUNE 30, 2019**

Federal Grantor/Pass-Through Grantor/Program Title	Federal CFDA Number	Pass-Through Identifier	Total Expenditures	Sub-recipient Expenditures
U.S. Department of Labor				
Passed-through:				
Florida Department of Economic Opportunity (DEO)				
Workforce Investment Act (WIA) Cluster:				
WIOA -Adult Program	17.258	33648	\$ 861,287	\$ 600,287
WIOA -Adult Program	17.258	33673	1,180,183	747,169
WIOA -Adult Program	17.258	037511	5,092,625	3,094,603
WIOA -Youth Activities	17.259	33423	2,462,635	2,326,876
WIOA -Youth Activities	17.259	037297	3,411,183	2,556,437
WIOA Dislocated Worker Formula Grants	17.278	33698	5,194,829	2,798,401
WIOA Dislocated Worker Formula Grants	17.278	037487	<u>803,194</u>	<u>205,043</u>
Total Workforce Investment Act (WIA) Cluster			<u>19,005,936</u>	<u>11,728,529</u>
Workforce Investment Opportunity Act (WIOA) National Emergency Grant:				
WIOA National Dislocated Worker- National Emergency Hurricane Irma	17.277	34188	326,880	98,623
WIOA National Dislocated Worker- National Emergency Hurricane Irma	17.277	037694	<u>35,774</u>	<u>-</u>
Total Workforce Investment Act (WIOA) National Emergency Grant			<u>362,654</u>	<u>98,623</u>
Employment Services (ES) Cluster				
Disabled Veterans' Outreach Program (DVOP)	17.801	35368	53,736	-
Disabled Veterans' Outreach Program (DVOP)	17.801	037761	109,700	-
Local Veterans' Employment Representative (Lver) Program	17.804	35343	12,183	-
Local Veterans' Employment Representative (Lver) Program	17.804	037743	37,901	-
Disabled Veterans' Outreach Program (DVOP)	17.801	037518	12,893	-
Disabled Veterans' Outreach Program (DVOP)	17.801	037841	16,781	-
Employment Service/Wagner-Peyser Funded Activities	17.207	037357	44,461	14,984.00
Employment Service/Wagner-Peyser Funded Activities	17.207	037437	19,413	-
Employment Service/Wagner-Peyser Funded Activities	17.207	33828	316,820	-
Employment Service/Wagner-Peyser Funded Activities	17.207	037460	<u>1,227,488</u>	<u>-</u>
Total Employment Services (ES) Cluster			<u>1,851,376</u>	<u>14,984</u>
Unemployment Insurance				
Reemployment Services and Eligibility Assessment	17.225	35678	343,460	169,075
Reemployment Services and Eligibility Assessment	17.225	037830	172,652	45,246
Reemployment Services and Eligibility Assessment	17.225	038021	122,943	102,426
Reemployment Services and Eligibility Assessment	17.225	34800	39,872	21,999
Reemployment Services and Eligibility Assessment	17.225	037717	<u>154,579</u>	<u>86,482</u>
Total Unemployment Insurance			<u>833,506</u>	<u>425,228</u>
Trade Adjustment Assistance				
Trade Adjustment Assistance	17.245	036562	588	-
Trade Adjustment Assistance	17.245	037843	14,517	-
Trade Adjustment Assistance	17.245	037639	<u>6,667</u>	<u>6,667</u>
Total Trade Adjustment Assistance			<u>21,772</u>	<u>6,667</u>
Total U.S. Department of Labor			<u>22,075,244</u>	<u>12,274,031</u>
U.S. Department of Agriculture				
Passed-through:				
Florida Department of Economic Opportunity (DEO)				
Supplemental Nutrition Assistance Program	10.561	34888	438,675	216,247
Supplemental Nutrition Assistance Program	10.561	037588	<u>1,008,151</u>	<u>433,827</u>
Total U.S. Department of Agriculture			<u>1,446,826</u>	<u>650,074</u>
U.S. Department of Health and Human Services				
Passed-through:				
Florida Department of Economic Opportunity (DEO)				
Temporary Assistance for Needy Families (TANF)				
Temporary Assistance for Needy Families	93.558	037428	2,049,785	1,394,164
Temporary Assistance for Needy Families	93.558	037619	<u>6,735,070</u>	<u>4,544,684</u>
Total Temporary Assistance for Needy Families (TANF)			<u>8,784,855</u>	<u>5,938,848</u>
Passed-through:				
Florida Department of Children and Families				
Refugee and Entrant Assistance - State Administered Programs 10/1/17-9/30/18	93.566	XK050	620,498	584,434
Refugee and Entrant Assistance - State Administered Programs 10/1/17-9/30/18	93.584	XK050	1,481,321	1,395,226
Refugee and Entrant Assistance - State Administered Programs 10/1/18-9/30/19	93.566	XK050	4,961,562	4,498,758
Refugee and Entrant Assistance - State Administered Programs 10/1/18-9/30/19	93.584	XK050	<u>604,362</u>	<u>547,990</u>
Total Refugee and Entrant Assistance Program			<u>7,667,743</u>	<u>7,026,408</u>
Total U.S. Department of Health and Human Services			<u>16,452,598</u>	<u>12,965,256</u>
Total Expenditures of Federal Awards			<u>\$ 39,974,668</u>	<u>\$ 25,889,361</u>

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
JUNE 30, 2019**

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of federal awards includes the federal grant activity of South Florida Workforce Investment Board and is presented using the modified accrual basis of accounting, which is described in Note 2 to South Florida Workforce Investment Board's financial statements. The information on this schedule is presented in accordance with the requirements of OMB Uniform Guidance. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

Note 2 - Indirect Cost Rate

The South Florida Workforce Investment Board has not elected to use the 10 percent de minimus cost rate. The cost rate has been negotiated directly with the Florida Department of Economic Opportunity.

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SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

MIAMI, FLORIDA

**REQUIRED SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED JUNE 30, 2019**

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INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

Governing Body of South Florida Workforce Investment Board
d/b/a CareerSource South Florida
Miami Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of the governmental activities, and each major fund, of the South Florida Workforce Investment Board ("SFWIB"), as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the SFWIB's basic financial statements, and have issued our report thereon dated December 10, 2019.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered SFWIB's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of SFWIB's internal control. Accordingly, we do not express an opinion on the effectiveness of the SFWIB's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected, and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether SFWIB's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

December 10, 2019

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM
AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

Governing Body of South Florida Workforce Investment Board
d/b/a CareerSource South Florida
Miami Florida

Report on Compliance for Each Major Federal Program

We have audited South Florida Workforce Investment Board's ("SFWIB") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of SFWIB's major federal programs for the year ended June 30, 2019. SFWIB's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of SFWIB's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about SFWIB's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the SFWIB's compliance.

Opinion on Each Major Federal Program

In our opinion, SFWIB, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2019.

Report on Internal Control over Compliance

Management of SFWIB is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered SFWIB's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of SFWIB's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

December 10, 2019.

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2019**

Section I - Summary of Auditors' Results

Financial Statements

Type of Auditors' Report Issued

Unmodified Opinion

Internal control over financial reporting:

- Material weaknesses identified? Yes No
- Significant deficiency identified that are not considered to be material weaknesses? Yes No
- Non-compliance material to financial statements noted? Yes No

Federal Awards

Internal control over major programs:

- Material weaknesses identified? Yes No
- Significant Deficiency identified that are not considered to be material weaknesses? Yes No

Type of Auditors' Report Issued on Compliance for Major Program: Unmodified Opinion

Any audit findings disclosed that are required to be reported in accordance with The Uniform Guidance? Yes No

Identification of Major Programs:

CFDA Numbers

Name of Federal Program or Cluster

93.558

Temporary Assistance for Needy Families

17.207, 17.801

Employment Cluster

Dollar threshold used to distinguish between

Type A and Type B programs:

\$1,199,240

Auditee qualified as low-risk auditee?

Yes No

SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREER SOURCE SOUTH FLORIDA
SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2019

Section II - Current Year Findings - Financial Statements Audit

No current year findings.

Section III - Current Year Findings and Questioned Costs - Major Federal Award Programs Audit

No current year findings.

Section IV - Prior Year Findings - Financial Statements Audit

No prior year findings.

Section V - Prior Year Findings and Questioned Costs - Major Federal Award Programs Audit

No prior year findings.

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SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

ADDITIONAL INFORMATION

FOR THE YEAR ENDED JUNE 30, 2019

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**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
RECONCILIATION OF GENERAL LEDGER
EXPENDITURE ACCOUNTS TO THE STATE OF FLORIDA
SUBRECIPIENT ENTERPRISE RESOURCE APPLICATION
FOR THE YEAR ENDED JUNE 30, 2019**

Program	Amount per GL	Program Income	Subtotal	Amount per OSMIS	Difference
WIOA Supplemental State Level	\$ 861,287	\$ -	\$ 861,287	\$ 861,287	\$ -
WIOA -Adult Program	1,180,183	190	1,179,993	1,180,183	(190)
WIOA -Adult Program	5,092,624	107	5,092,517	5,092,327	190
WIOA-Youth Activities	2,462,635	34	2,462,602	2,462,552	50
WIOA-Youth Activities	3,411,183	244	3,410,939	3,410,939	-
WIOA Dislocated Worker Formula Grants	5,194,829	347	5,194,481	5,194,352	129
WIOA Dislocated Worker Formula Grants	803,194	-	803,194	803,194	-
WIOA National Dislocated Worker- National Emergency Hurricane Irma	326,879	-	326,879	326,879	-
Disaster Recovery Irma	35,774	-	35,774	35,774	-
Disabled Veteran's Outreach Program (DVOP)	53,736	-	53,736	53,736	-
Disabled Veteran's Outreach Program (DVOP)	109,699	-	109,699	109,699	-
Local Veterans' Employment Representative (Lver) Program	12,183	-	12,183	12,183	-
Local Veterans' Employment Representative (Lver) Program	37,901	-	37,901	37,901	-
Veterans Program-Consolidated DVOP - LVER PY17	12,893	-	12,893	12,893	-
Veterans Program-Consolidated DVOP - LVER PY18	16,781	-	16,781	14,076	2,705
Wagner Peyser Performance Incentives	44,461	-	44,461	44,461	-
Wagner Peyser 7B Military Spouse	19,413	-	19,413	19,413	-
Employment Service/ Wagner- Peyser Funded Activities	316,820	-	316,820	316,820	-
Employment Service/ Wagner- Peyser Funded Activities	1,227,488	2	1,227,486	1,227,488	(2)
Reemployment Services and Eligibility Assessment	343,460	-	343,460	343,467	(7)
Reemployment Services and Eligibility Assessment	172,652	-	172,652	172,652	-
Reemployment Services and Eligibility Assessment	122,943	-	122,943	122,943	-
Reemployment Assistance Program	39,872	-	39,872	39,872	-
Reemployment Assistance Program	154,579	-	154,579	154,579	-
Trade Adjustment Assistance	588	-	588	588	-
Trade Adjustment Assistance	14,517	-	14,517	14,517	-
Trade Adjustment Assistance	6,667	-	6,667	6,667	-
Supplemental Nutrition Assistance Program	438,676	-	438,676	438,676	-
Supplemental Nutrition Assistance Program	1,008,151	-	1,008,151	1,008,151	-
Temporary Assistance for Needy Families	2,049,785	-	2,049,785	2,049,785	-
Temporary Assistance for Needy Families	6,735,070	-	6,735,070	6,735,070	-

**SOUTH FLORIDA WORKFORCE INVESTMENT BOARD
D/B/A CAREERSOURCE SOUTH FLORIDA
NOTE TO THE RECONCILIATION OF GENERAL LEDGER
EXPENDITURE ACCOUNTS TO THE STATE OF FLORIDA
SUBRECIPIENT ENTERPRISE RESOURCE APPLICATION
FOR THE YEAR ENDED JUNE 30, 2019**

Note 1 - Basis of Presentation

The schedule is a reconciliation of certain general ledger expenditure accounts to the State of Florida Subrecipient Enterprise Resource Application (SERA) for the fiscal year ended June 30, 2019. The information on this schedule is presented in accordance with the requirements of OMB Uniform Guidance. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

Interest income associated with program funds are allocated to the appropriate fund as a reduction in program expenses.

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SOUTH FLORIDA WORKFORCE INVESTMENT BOARD

D/B/A CAREERSOURCE SOUTH FLORIDA

AUDIT RESULTS & FINANCIAL OVERVIEW

June 30, 2019



ANTHONY BRUNSON P.A.

CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS ADVISORS

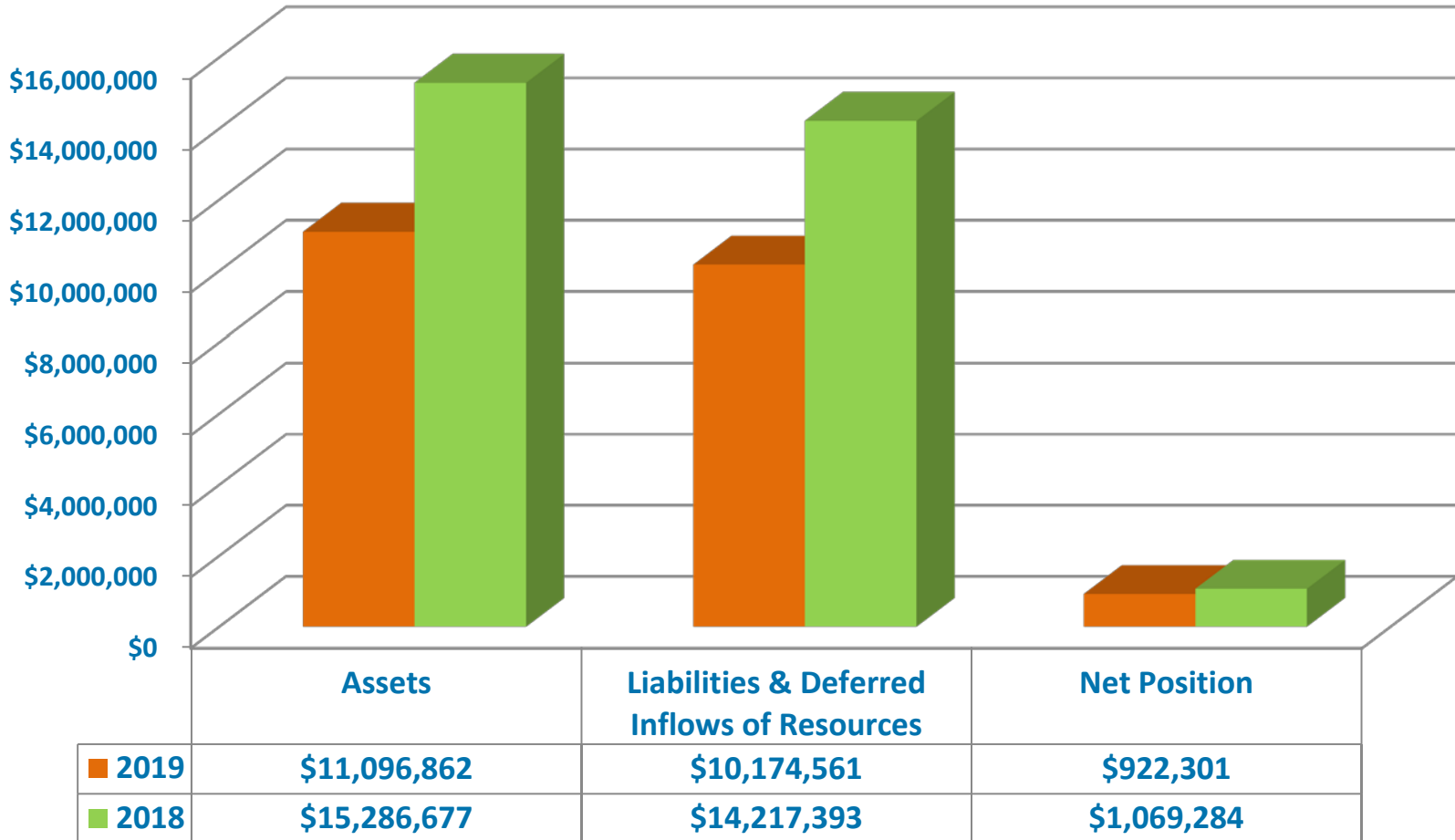
Scope of Examination

- **Audit of financial statements pursuant to *Generally Accepted Auditing Standards* and *Government Auditing Standards***
- **Review of internal controls governing financial operations, as well as laws and regulations**
- **Tests of compliance pursuant to the *Uniform Guidance* and the *Department of Economic Opportunity Audit and Audit Responsibilities***
- **Data Collection Form Completion**

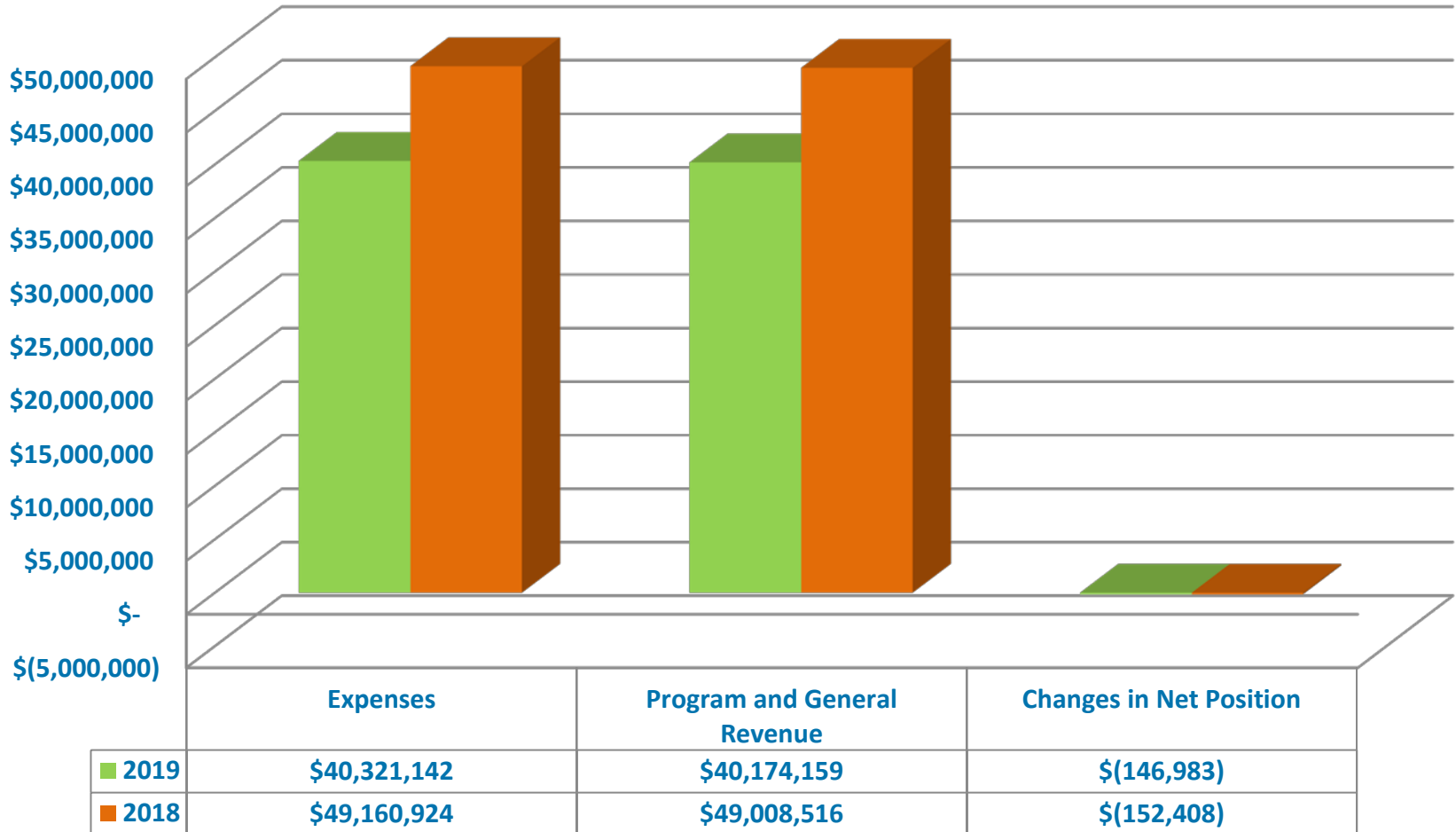
Significant Audit Results

- **Unmodified Audit Opinion on Financial Statements and the Uniform Guidance Audit**
- **No Findings on Compliance with the Uniform Guidance**
- **No Findings Noted In Internal Control Over Financial Reporting**

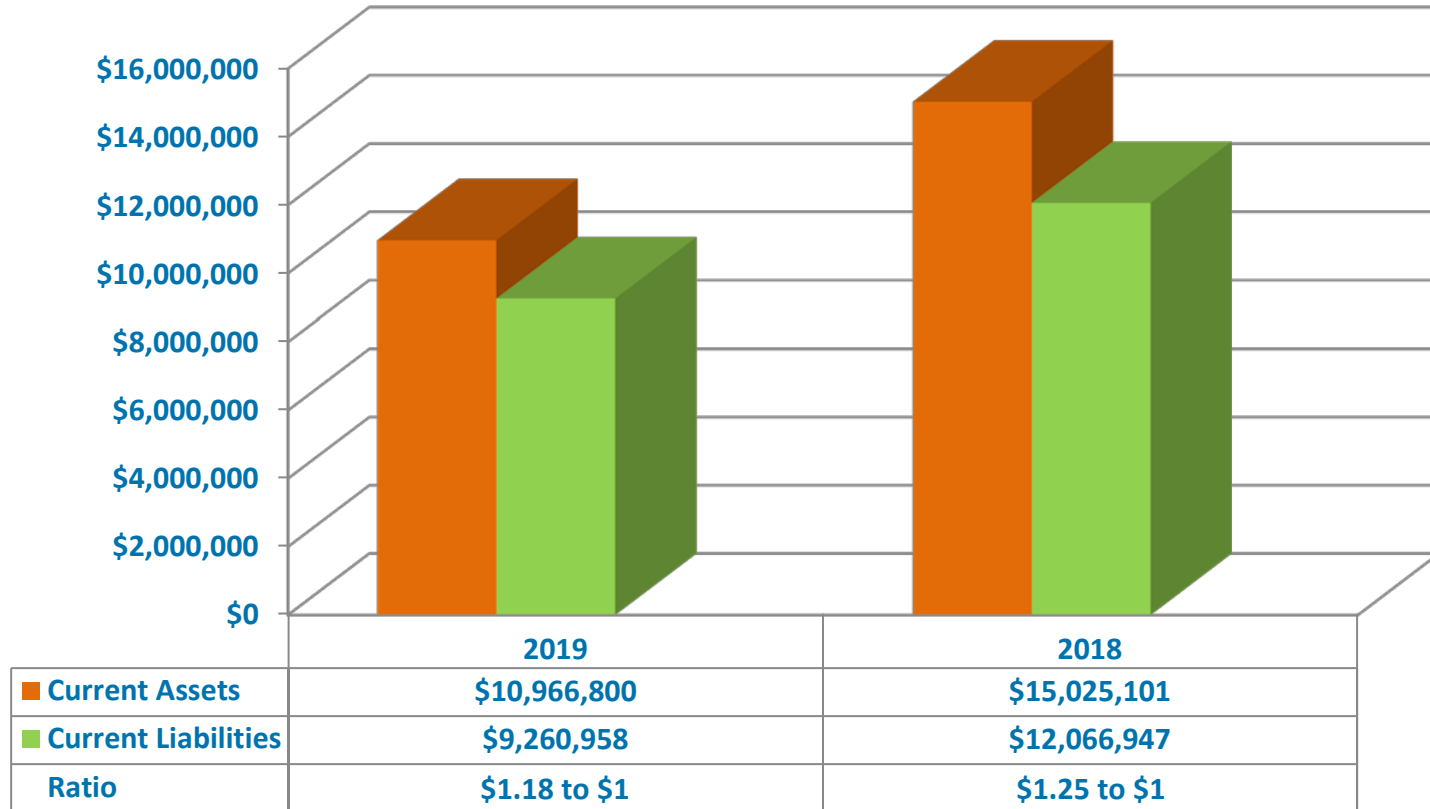
Statements of Net Position



Statements of Activities

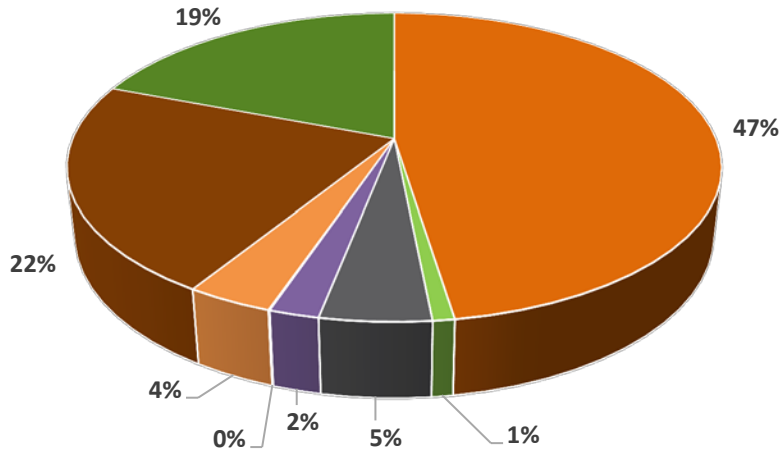


Current Ratios



Schedules of Expenditures of Federal Awards

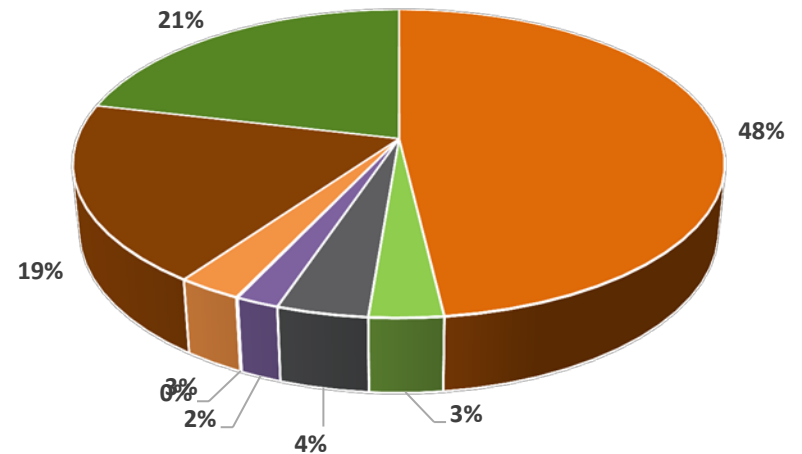
2019



- Workforce Investment Opportunity Act (WIOA) Cluster - \$19,005,936 - 47%
- Workforce Investment Opportunity Act (WIOA) National Emergency Grant - \$362,654 - 1%
- Employment Services (ES) Cluster - \$1,851,376 - 5%
- Unemployment Insurance - \$833,506 - 2%
- Trade Adjustment Assistance - \$21,772 - 0%
- Supplemental Nutrition Assistance Program - \$1,446,826 - 3%
- Temporary Assistance for Needy Families (TANF) - \$8,784,855 - 22%
- Refugee and Entrant Assistance Program - \$7,667,743 - 19%

\$ 39,974,668

2018



- Workforce Investment Opportunity Act (WIOA) Cluster - \$22,751,480 - 48%
- Workforce Investment Opportunity Act (WIOA) National Emergency Grant - \$1,496,510 - 3%
- Employment Services (ES) Cluster - \$1,845,003 - 4%
- Unemployment Insurance - \$876,048 - 2%
- Trade Adjustment Assistance - \$30,886 - 0%
- U.S. Department of Agriculture - \$1,298,258 - 3%
- Temporary Assistance for Needy Families (TANF) - \$8,891,160 - 19%
- Refugee and Entrant Assistance Program - \$10,092,664 - 21%

\$ 47,282,009