

Please be reminded pursuant to Section 3 of Article XIII of the Bylaws, no member of the Board shall cast a vote on any matter on which he or she has a conflict of interest as defined by federal or state law. Upon discovery of an actual or potential conflict of interest, the Board Member shall promptly disclose the actual or potential conflict of interest, promptly file a written statement of disqualification, shall withdraw from any further participation in the transaction involved, and shall abstain from voting on the matter. In the event of such disclosure or abstention, Article XII Section 3 shall govern the voting requirements on such matter.

Board Meeting Agenda

June 4, 2026 – 3:00 p.m.

Hampton Inn

11780 State Road 54, Odessa, FL 33556

or Join via Microsoft Teams

Call to order Charles Gibbons, Chair

Opening Remarks

1. Introduction of New Directors (Charles Gibbons) Page 3

Public Comments

No requests from the public were received during the allotted time period published in the Public Notice on the CareerSource Pasco Hernando website.

Consent Agenda

There are no items for the Consent Agenda.

Action Items

1. Minutes from March 19, 2026, Board Meeting (Charles Gibbons) Page 4
2. Officer Elections (Jerome Salatino) Page 8
3. NCPEP Contract Renewal and Budget Modification (Jerome Salatino) Page 9
4. Regional Apprenticeship Coordination Contract Renewal (Jerome Salatino) Page 32
5. Targeted Occupations List 2025-2026 and 2026-2027 (Jerome Salatino) Page 54
6. Training Provider Agreement for Fred K. Marchman (Jerome Salatino) Page 57
7. Training Provider Agreement for Keiser University (Jerome Salatino) Page 70
8. Training Provider Agreement for Pasco-Hernando State College (Jerome Salatino) . Page 84
9. In-Kind MOU/IFA Agreement-Pasco-Hernando State College (Jerome Salatino) Page 116
10. In-Kind MOU/IFA Agreements (Jerome Salatino) Page 131
11. Meeting and Operations Schedule FY2026-27 (Jerome Salatino) Page 156
12. Committee Appointments (Joelle Neri) Page 158

info@careersourcepascohernando.com

P.O. Box 6589 | Spring Hill, FL 34611

p: 352-593-2222 | f: 352-593-2200



Information Items

1. Minutes from May 22, 2026, Executive Committee Meeting (Joelle Neri) Page 159
2. Financial Reports (Theresa Miner) Page 163
3. Letter Grade Report (Jerome Salatino) Page 170
4. Education and Industry Consortium Report (Jerome Salatino) Page 173

Board Chair Comments**CEO Comments**

Adjournment

OPENING REMARKS
Introduction of New Directors

The following individuals have been appointed to the Pasco-Hernando Workforce Board of Directors:

Dr. Prashanth Pilly

- Pasco-Hernando State College, Vice President of Academic Affairs/ Chief Academic Officer
- Appointed on March 20, 2026
- Representing Pasco County
- Education Sector

No action is required.

ACTION ITEM 1
Approval of Minutes

In accordance with Article X, Section 1 of the approved bylaws, the Board is required to keep correct and complete minutes of the proceedings of any Board or Committee meeting.

Draft minutes of March 19, 2026, Board Meeting are presented for review. Any modifications should be requested prior to approval.

FOR CONSIDERATION

Approval of March 19, 2026, Board Meeting Minutes, to include any modifications or changes noted by the Board.

Pasco-Hernando Workforce Board, Inc.

Board Meeting Agenda

March 19, 2026– 3:00 PM

Meeting Location: *Virtually via Microsoft Teams*

Board Members Attending: Turner Arbour, Cindy Bray, Cami Leech Florio, Robert Fuerst, Beth Galic, Charles Gibbons, Hope Kennedy, Nils Lenz, Paul Micklow, Tom Mudano, Joelle Neri, Stefanie Pontlitz, Lori Romano

Board Members Absent: Keven Barber, Dana Cutlip, Mark Earl, Lindsey Hack, Timothy Hellmers, John Howell, Lee Middleton, Gary Steele

Staff Attending: Nicole Beverley, Brenda Gause, Theresa Miner, Ken Russ, Jerome Salatino, Ania Williams, Jessica Weightman

Others Attending: The Hogan Law Firm - Jarrod Prater; Florida Commerce – Tameka Austin; Gulf Coast Jewish Family & Community Services - Shirelle Simmons; Non-Board Board Member: Aaron Deberry

Quorum Present? Yes

Call to Order: The meeting was called to order at 3:01 p.m. by Chair, Charles Gibbons.

Public Comments

No public comments were received.

Consent Agenda

There were no items on the Consent Agenda.

Action Item 1 – Minutes from December 04, 2025, Board Meeting

The Board reviewed the minutes from December 04, 2025, Board meeting. All Directors were in agreement that the minutes correctly reflected the actions from that meeting.

MOTION was made by Hope Kennedy to approve the December 04, 2025, Board meeting minutes.

MOTION was seconded by Turner Arbour. Motion carried 13-0.

Action Item 2 – The Greater Hernando County Chamber of Commerce Sponsorship Agreement

The Board reviewed the proposed sponsorship agreement with the Greater Hernando County Chamber of Commerce not to exceed \$5,000 annually. The agreement supports outreach, visibility, and engagement with local businesses.

MOTION was made by Lori Romano to approve the sponsorship agreement with the Greater Hernando County Chamber of Commerce for up to a three-year term, authorizing an annual sponsorship amount not to exceed \$5,000, contingent upon funding availability, with the agreement subject to annual renewal.

MOTION was seconded by Cami Leech Florio. Motion carried 13-0.

Action Item 3 – Board Candidate

The Board reviewed the proposed board candidate, Dr. Prashanth Pilly, to fill the vacancy under the Education sector.

Dr. Pilly, Vice President of Academic Affairs/Chief Academic Officer at Pasco-Hernando State College, was nominated by President Eric Hall for consideration as a Board member. His credentials and background were presented for Board review.

To support balanced board composition and maintain staggered terms, staff recommended assigning Dr. Pilly to Class 2, with a proposed term ending April 11, 2030.

It was noted that Dr. Pilly's nomination was presented to the PHWB Nominating Committee on February 19, 2026 (corrected from 2025).

MOTION was made by Hope Kennedy to approve the board candidate, Dr. Pilly, to be presented to the Pasco Hernando Workforce Development Consortium for consideration and final approval for appointment to the Pasco-Hernando Workforce Board of Directors.

MOTION was seconded by Joelle Neri. Motion carried 13-0.

Action Item 4 – Subsequent Local Workforce Developmental Area Designation and Board Certification

The Board reviewed the application for subsequent local workforce development area designation that staff prepared. Discussion included performance challenges in metrics and improvements through altered service delivery. In addition, the board discussed the successful performance of metrics and sustained fiscal integrity. Also, discussions occurred regarding measurable skills gains and improvements in service delivery.

MOTION was made by Beth Galic to approve the application for subsequent local workforce development area designation for the specified designation period.

MOTION was seconded by Stefanie Pontlitz. Motion carried 13-0.

Action Item 5 – Extension to Remain a Direct Services Provider

The Board reviewed the request to extend CareerSource Pasco Hernando's designation as a Direct Services Provider for the period July 1, 2026, through June 30, 2029, for multiple workforce programs including WIOA Adult, Dislocated Worker, Youth, TANF, SNAP, and Wagner-Peyser related activities.

MOTION was made by Stefanie Pontlitz to approve the extension to remain a direct services provider.

MOTION was seconded by Tom Mudano. Motion carried 13-0.

Information Item 1 – Minutes from January 15, 2026, Executive Committee Meeting

Charles Gibbons reviewed the Executive Committee meeting minutes from January 15, 2026.

Information Item 2 – Financial Reports

Theresa Miner reviewed the Financial Reports for the period of 7/1/2025 through 1/31/2026.

Information Item 3 – Summer Youth Employment Program

Jerome Salatino reviewed the upcoming plan for 2026 Summer Youth Employment Program

Information Item 4 – Letter Grade Report Q1

Jerome Salatino reviewed the Quarter 1 Letter Grade Report.

Information Item 5 – Program Year 2024-2025 Annual Report

Jerome Salatino reviewed the 2024-2025 annual report.

Information Item 6 – Education & Industry Consortium Report

Jerome Salatino reviewed the education and industry consortium quarterly report.

Discussion item 1 – Meeting and Operations Schedule FY2026-27

Jerome Salatino reviewed the drafted meeting and operations schedule for the upcoming program year.

With no further business to discuss, the meeting adjourned.

ACTION ITEM 2

Officers Elections

In accordance with Article IV, Section 1 of our Bylaws, the Officers of the Board shall consist of a Board Chair, a Vice Chair and a Treasurer/Secretary, each of whom shall be elected by the Board of Directors. Elections shall be held at the annual meeting of the Board of Directors, and officers shall serve until their successors are chosen and qualified. The Board Chair and Vice Chair shall be elected from among the Board of Directors under the Business category. The Board Chair may serve a term of no more than 2 years and shall serve no more than 2 terms.

Officers:

Board Chair
Vice Chair
Treasurer/Secretary

Joelle Neri*
Paul Micklow
Mark Earl**

FOR CONSIDERATION

Approval of the following officer elections, effective immediately, in accordance with Article IV. Section 1 of the Board Bylaws:

- Election of Joelle Neri as Board Chair
- Election of Paul Micklow as Vice Chair
- Re-election of Mark Earl as Treasurer/Secretary

* By default, serves as Executive Committee Chair.

** By default, serves as Audit and Finance Committee Chair.

ACTION ITEM 3

NCPEP Contract Renewal and Budget Modification

The Pasco-Hernando Workforce Board (PHWB) originally entered into an agreement with Gulf Coast Jewish Family and Community Services, Inc. on July 1, 2019, to provide services through the Non-Custodial Parent Employment Program (NCPEP). The program supports non-custodial parents residing in Hillsborough, Pinellas, Pasco, Hernando, and Miami-Dade counties in becoming self-sufficient through employment and support services.

Amendment No. 15 to the agreement has been drafted for Program Year 2026–2027. This amendment includes a revised budget (Exhibit A) and an updated Scope of Work (Exhibit B). The revised scope outlines benchmarks for serving non-custodial parents and includes performance targets for employment, wage growth, job retention, child support payment compliance, and credential attainment.

Key Updates in Amendment No. 15:

- Budget revision to reflect expenditures for Program Year 2026–2027.
- Updated Scope of Work, including outreach, orientation, employability training, job placement, and retention strategies.
- Clarified participant eligibility criteria aligned with TANF funding requirements.
- Revised performance benchmarks across multiple outcomes including employment, earnings, training completion, and child support payments.
- Staffing and reporting expectations for Program Year 2026–2027.

FOR CONSIDERATION

Approval of Amendment No. 15 to the agreement with Gulf Coast Jewish Family and Community Services, Inc., in the amount of \$1,336,000 to renew the NCPEP contract for the 2026–2027 program year and to authorize the Board Chair to execute the amendment on behalf of PHWB.

	Gulf Cost Jewish Family and Community Services, Inc. Non-Custodial Parent Sub-Recipient Agreement Contract Begin Date: 7/1/2026 Contract End Date: 6/30/2027
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Subrecipient Agreement for providing services for the Non-Custodial Parent Program covering Miami and the Greater Tampa Bay, including Pasco, Hernando, Hillsborough and Pinellas counties

Title 2 – Subtitle A – Chapter II – Part 200 – Subpart D – 200.331: Requirements for pass through entities.	
(a) The following sub-award information is provided by CareerSource Pasco Hernando, the Pass-through entity, to Gulf Coast Family and Community Services, Inc., the sub-recipient. If/when any of these data elements changes, the change(s) will be included in any subsequent sub-award modification.	
(1) Federal Award Identification	
Sub-Recipient Name (this must match the name associated with the Unique Entity Identifier (UEI))	Gulf Coast Family and Community Services, Inc.
Sub-Recipient UEI	C8Q3FR2KA2K8
Federal Award Identification Number (FAIN)	TBD; State and other TANF not yet provided
Federal Award Date	7/1/26
Sub-Award Period of performance (start/end dates)	7/1/26 to 6/30/27
Amount of Federal Funds obligated by this Action	\$1,331,000 to include 2 NFA's
Amount of State Funds obligated by this Action	0
Total Amount of Federal Award to CareerSource Pasco Hernando	\$1,416,000
Federal award project description	Welfare Transition Program
- Name of Federal Awarding Agency - Pass-through entity, and - Contact information for awarding official	US Department of Health and Human Services CareerSource Pasco Hernando Brenda Gause; bgause@careersourcepascohernando.com
Assistance Listing Number and Name	93.558
Is this Sub-award for R&D	No
Indirect Cost Rate for the award	15%

THIS AMENDMENT # 15 made this 1st day of July, 2026, amends that certain AGREEMENT originally dated July 1, 2019 (the "Agreement") and entered into between the Pasco Hernando Workforce Board. (hereinafter referred to as "PHWB"), and Gulf Coast Jewish Family and Community Services, Inc. (hereinafter referred to as "Service Provider"), a Florida corporation whose address is 14041 Icot Blvd., Clearwater, FL 33760

WHEREAS, on the 4th day of June, 2026, PHWB and Service Provider entered into an Agreement to provide PHWB with services to non-Custodial parents; and,

WHEREAS, PHWB and Service Provider, pursuant to All amendments 1 – 14, of the Agreement, have agreed to amend certain terms of the Agreement.

NOW THEREFORE, this Amendment No. 15 shall amend and modify the Agreement as follows:

1. Budget Revision: The budget was revised to reflect 2026-2027 program year expenditures, Exhibit A.
2. Scope of Work – Exhibit B
3. Federal and Florida Assurances and Certifications – Exhibit C
4. Preservation of Original Agreement. Except as otherwise provided herein, all terms and conditions of the original Agreement, as well as all amendments that followed, *not* amended by this Amendment shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals effective on the day and year first above written.

Service Provider:

Pasco Hernando Workforce Board, Inc.:

Signature

Signature

Print Name

Print Name

Title

Title

EXHIBIT A
NCPEP 2026-2027 BUDGET
Gulf Coast Jewish Family and Community Services, Inc.

Line Item		GREATER TAMPA BAY BUDGET	MIAMI BUDGET	TOTAL
Total Salaries and Fringe				
Approved Positions				
GRANT ACCOUNTANT	0.18	\$ 7,200.00	\$ 7,200.00	\$ 14,400.00
QUALITY IMPROVEMENT	0.15	\$ 3,600.00	\$ 3,150.00	\$ 6,750.00
SENIOR DIRECTOR	0.43	\$ 15,300.00	\$ 23,400.00	\$ 38,700.00
PROGRAM DIRECTOR	1.00	\$ 38,316.00	\$ 25,544.00	\$ 63,860.00
Sr. PROGRAM SUPERVISOR	1.00	\$ -	\$ 51,937.00	\$ 51,937.00
CAREER CASE MANAGER / SR CCM	12.00	\$ 249,600.00	\$ 260,000.00	\$ 509,600.00
ADMINISTRATIVE ASSISTANT/SR. PROGRAM ADMIN	2.00	\$ 46,800.00	\$ 36,400.00	\$ 83,200.00
SALARIES		\$ 360,816.00	\$ 407,631.00	\$ 768,447.00
TAX		\$ 29,550.83	\$ 33,384.98	\$ 62,935.81
FRINGE		\$ 78,228.66	\$ 36,891.79	\$ 115,120.45
OTHER:				
TOTAL SALARIES and FRINGE	16.76	\$ 468,595.00	\$ 477,908.00	\$ 946,503.00
OPERATING COSTS				
MILEAGE/PARKING		\$ 6,700.00	\$ 4,000.00	\$ 10,700.00
TRAVEL/TRAINING		\$ 794.00	\$ 846.00	\$ 1,640.00
SUPPLIES		\$ 300.00	\$ 300.00	\$ 600.00
PRINTING		\$ 100.00	\$ 100.00	\$ 200.00
POSTAGE				\$ -
TELEPHONE/INTERNET		\$ 10,200.00	\$ 5,000.00	\$ 15,200.00
UTILITIES		\$ 20.00	\$ 4,000.00	\$ 4,020.00
MAINTENANCE		\$ 1,870.00	\$ 900.00	\$ 2,770.00
EQUIP RENTAL		\$ 715.00	\$ 3,400.00	\$ 4,115.00
FACILITY RENT/LEASE		\$ 32,942.00	\$ 69,330.00	\$ 102,272.00
CONTRACTUAL SERVICES		\$ 3,836.00	\$ 3,200.00	\$ 7,036.00
COMPUTER LICENSING/SUPPLIES		\$ 18,966.00	\$ 13,409.00	\$ 32,375.00
ADVERTISING				\$ -
INSURANCE		\$ 13,597.00	\$ 13,170.00	\$ 26,767.00
OTHER: EMPLOYEE TESTING		\$ 900.00	\$ 200.00	\$ 1,100.00
TOTAL OPERATING		\$ 90,940.00	\$ 117,855.00	\$ 208,795.00
SUPPORTIVE SERVICES				
OTHER: CLIENT NEEDS		\$ 22,000.00	\$ 15,000.00	\$ 37,000.00
TOTAL SUPPORT SERVICES		\$ 22,000.00	\$ 15,000.00	\$ 37,000.00
INDIRECT COST		\$ 72,046.00	\$ 71,656.00	\$ 143,702.00
TOTAL BUDGET		\$ 653,581.00	\$ 682,419.00	\$ 1,336,000.00

EXHIBIT B

Statement/Scope of Work

General Description of Activities and Services to be performed and managed by Contractor:

Contractor shall provide services necessary to fulfill its obligations and substantiate payment rendered to Contractor in compliance with the relevant statutes, policies and regulations, and the following Statement of Work. In general, the Contractor is presently contracted to perform the duties attributed to it by CareerSource Pasco/Hernando for the following:

Operation of the Non-Custodial Parent Employment Program “for the Greater Tampa Bay Area, including Pinellas, Hillsborough, Pasco and Hernando counties, as well as Miami-Dade County.”

The following specifications for the above listed duties shall apply, in so much as their definitions do not contradict State or Federal policy, regulations and statutes.

In addition to the statutory requirements included in this Agreement, Contractor shall complete the following duties in the following manner:

1. Governance

Contractor agrees to and shall follow all policies, to include fiscal policies, related to the delivery of services under this agreement, as determined by CareerSource Pasco/Hernando, the State of Florida, or Federal government with respect to the various pieces of legislation providing funding for this agreement, individually and/or severally, and to work closely with the board to achieve the goals they set forth. Communication with CareerSource Pasco/Hernando shall first be through the President and CEO, who shall have the responsibility to consult with the appropriate Committee or Board Chair on items the Contractor, desires to be included on committee/board agendas. CareerSource Pasco/Hernando shall provide a copy of the CareerSource Pasco/Hernando Board agenda to Contractor prior to each meeting. The Contractor shall be required to attend and participate, as necessary, in all meetings of CareerSource Pasco/Hernando Board of Directors and its standing committees including the Executive, One Stop Consortium, Business and Economic Development, and Youth Economic Opportunity. Items not appropriate to policy determinations made at public CareerSource Pasco/Hernando Board meetings shall be handled administratively by staff.

2. Program Goals

- A. Assist non-custodial parents in finding employment with earnings that allow them to become self-sufficient.
- B. Increase the payment of child support by the non-custodial parent through the formal system and increase collections for the state.
- C. Increase job retention, wage increases and upgraded positions for non-custodial parents.
- D. Increase the reporting of existing employment and earnings on the part of the non-custodial parent.

Program Requirements

A. Participant Eligibility

The Non-Custodial Parent Employment Program is funded with TANF funds. Individuals must be determined eligible for both TANF and the Non-Custodial Parent Employment Program (NCPEP). The grant is serving TANF purpose number two by providing non-assistance¹, employment services and post-employment services to needy families in an effort to end dependency on government benefits. Individuals may only be served with non-assistance unless receiving Temporary Cash Assistance (TCA) and cooperating with the Welfare Transition (WT) Program. For each customer or those qualifying as TANF eligible, a TANF Eligibility Form DEO 0005 must be completed and placed within the file. A new TANF Eligibility Form, DEO 0005, must be completed and placed within the file for each program year a customer is served. A locally developed version of the form, DEO 0005, is acceptable, which thoroughly tracks DEO as well as local eligibility criteria.

Eligibility factors include:

- The non-custodial parent's available income must be below 200% of the current Federal Poverty Level.
- The related child must be currently receiving public assistance or qualify as TANF eligible (i.e. the custodial family's available income is also below 200% of the Federal Poverty Level).
- The non-custodial parent and related child must be United States citizens or qualified non-citizens.
- The non-custodial parent must be either unemployed or under-employed and having difficulty paying child support or arrears.
- The courts may order the non-custodial parent to seek employment or may enroll in the program on a voluntary basis and develop a plan to cooperate with Child Support Enforcement (CSE)
- The non-custodial parent must reside in Florida; and must reside in Hillsborough, Pinellas, Pasco, Hernando or Dade County.

Modifications to the above program eligibility will be subject to the funding source compliance requirements.

B. Scope of services

The program will serve at least 600 non-custodial parents as described above in Hillsborough, Pinellas, Pasco, Hernando and Miami-Dade counties.

¹ 45 CFR 260.31

1) Outreach

- a. Outreach to non-custodial parents under court order to the NCPEP will be facilitated through prior agreements made with the courts and the Department of Revenue, Division of Child Support Enforcement. Expanded outreach will also be made to non-custodial parents on a voluntary basis who could or have been taken to court but have not yet been ordered into the program.

2) Orientation, Intake and Assessment

- a. Court-ordered participants will attend orientation, which introduces them to the program, its expectations, participant rights and responsibilities, and the relationship with the Department of Revenue and other agencies. Those non-custodial parents who voluntarily come into the program will be assessed for eligibility and enrolled in the program at the time of first contact.
- b. A Career Case Manager will be assigned to each non-custodial parent. This Career Case Manager will formally enroll the non-custodial parent into the program OSST system as Benchmark 9.
- c. Through IEP, assessment participants will immediately be assigned to job search activities by their Career Case Manager.

3) Capable and Caring Parent Component

- a. As part of the assessment process, the Career Case Manager will provide resources and strategies to help redeem the barriers and improve contact with their children non-custodial parents will be connected to appropriate agencies if additional services are needed,
- b. As part of the parenting education component, all non-custodial parents are offered resources dealing with responsible parenthood, attitude, visitation, and related issues.

4) Individual Employment Plan (IEP)

- a. The Career Case Manager will initiate the development of the IEP during orientation. The non-custodial parent and the Career Case Manager will jointly plan for the short-term goals of the participant. This plan will be reviewed and updated throughout the entire process if necessary.

5) Employability/Job Search Skills Training

- a. For the participant who needs job preparation training, the Service Provider shall provide resources to CareerSource agency workshops. Career Case Manager will collaborate with the participant weekly to find employment. Placement will be obtained within 90 days of the time of enrollment, unless extraordinary circumstances are preventing placement, in which the Career Case Manager will note the circumstance in OSST.

6) Support Services

- a. Designated support service funds may be available to assist participants in eliminating barriers to search for or accept employment. Examples may include providing short-term training, driver license reinstatement, bus passes, gas cards paying for car repairs or buying clothing/work boots/shoes

and funds to support family/household stabilization, and to remove barriers to self-sufficiency. These services will be based on participant eligibility along with the availability of funding. Other barriers may include not speaking, or difficulty understanding, English, no work history, not having a high school diploma or equivalent, having a criminal history, and lack of reliable transportation. Substance abuse and mental health problems may also be barriers. Participant will be referred to appropriate agencies to address their support service needs.

7) Employment Placement

- a. The Career Case Manager assigned to each participant enrolled in the program will provide job search and job development. The Career Case Manager will supervise the participants in their job search along with tracking the participant's progress toward obtaining gainful employment. The Career Case Manager will also monitor the participants during their employment as part of these activities.
- b. Job development strategies will concentrate on securing employers who offer medical insurance and other benefits for workers. Career Case Manager will strive to place participants in demand occupations that have potential for growth and permanency, to recruit employers who provide workers with stepladder increases or promotion opportunities and customize employment opportunities for participants who have specific skills or educational qualifications. The Career Case Manager will prepare referrals to appropriate job openings, which may come from our own job bank listings, and assist the participant in contacting the employer. In some instances, the Career Case Manager may even travel with the participant to the employment site to assist in the job interview or to develop other employment opportunities to be included in the job bank. Afterwards, the Career Case Manager agrees to follow up with the employer about the hiring decision, discussing the results with the participants. The Career Case Manager will provide feedback and encouragement to the non-custodial parent as their job search continues.

8) Job Retention

- a. Once unsubsidized employment is obtained, participants will be contacted monthly until the six-month retention is obtained. During this time, regular payment of child support is tracked very closely. During this initial six-month placement period, follow-up services may also include job coaching and more frequent visits for participants who need extra reassurance, support, or guidance. Following along services will ensure the participant is still on the job and will allow the Career Case Manager an opportunity to determine if the participant is meeting their obligations in the workplace. Any new service needs will be discussed with the participant and/or employer at this time.

C. Staffing, Staff Qualifications, and Staff Training.

- A. Quality participant service is dependent on quality staff and continuous staff training to ensure consistent, high-quality service delivery. It will be the responsibility of the Service Provider to ensure staff hired and retained in this contract, is provided the necessary training sufficient to successfully complete their duties as assigned.

- B.** Service Provider shall advise the CareerSource Pasco/Hernando President/CEO on all vacancies and agrees to post all openings on Employ Florida Marketplace.
- C.** Service Provider shall provide by July 10, 2026, a list of all current staff members for program year 2026-2027. The Service Provider will also provide a renewed DEO EFM Security Agreement form, and a new Computer Use Policy form for any new staff member signed up and dated by each staff member by the end of July 2026 unless previously received within the last 12 months. Annual renewal will be completed in November, but any staff whose form is not on file with CareerSource MIS department will need to complete necessary security forms to obtain access to various MIS systems.

D. General Administrative Requirements

- A.** The Service Provider agrees to comply with the requirements and procedures of CareerSource Florida Inc., the FLORIDA system, the OSST (One Stop Service Tracking), and EFM (Employ Florida Marketplace) as such systems may be changed or modified from time to time.
- B.** The Service Provider further agrees to comply with the requirements and procedures of the Florida Department of Commerce, the Department of Children and Families, and CareerSource Pasco/Hernando as such systems and policies may be changed or modified from time to time.
- C.** Service Provider agrees to provide a copy of their personnel policies to CareerSource Pasco/Hernando prior to the start date of this agreement.
- D.** The Service Provider agrees to prepare and submit invoices, and such supporting documentation as required for payment under this contract in such form and on such schedule as described in this Agreement and determined by CareerSource Pasco/Hernando. The Contractor will ensure that all appropriate staff attend and participate in local staff training and development activities conducted by CareerSource Pasco/Hernando, CareerSource Florida Inc., US Department of Labor, Department of Children and Families or Florida Commerce. A representative from management staff shall be present at all CareerSource Pasco/Hernando Committee/Board meetings.
- E.** No forms, posters, leaflets, brochures, and handouts will be printed or distributed without prior approval from the Administrative Entity.

Reporting Requirements

Non-Custodial Parent Employment Program (NCPEP) Performance Report 2026-2027

Type of Benchmark	Description	Percentage of Goal	GTB	Miami	<i>Total NCPEP</i>
Benchmark 9	Enrolling 600 new non-custodial parents (less carryover defined as of July 1-10, 2025)	100%	250	350	600
Benchmark 1	The NCPEP participant retained employment for 90 days at a minimum of 20 hours per week while participating in the NCPEP program. Within six months of enrollment (if employed at enrollment) or within six months of obtaining employment (if unemployed at enrollment)	75%	122	171	293
Benchmark 2	The participant retained employment for 180 days at a minimum of 20 hours per week. Within 360 days of enrollment (if employed at enrollment) or within six months of obtaining employment (if unemployed at enrollment).	50%	82	113	195
Benchmark 3	Participant earned an upgraded position	12%	20	27	47
Benchmark 4	The participants attained an increase in wages. (Duplicate Counts per Participant)	30%	49	68	117
Benchmark 5	The career case manager verifies that the participant is paying child support for three months. Participants have paid child support for three months within six months of the employment start date (unemployed at enrollment) or enrollment in the program (employed at enrollment).	65%	106	148	254
Benchmark 6	Participant completed a Vocational Education or Certificate Program or other Certification while participating in the NCPEP. (Duplicate Counts per Participant)	54%	88	122	210
Entered Employment	Participants Entered Employment (CUMULATIVE from beginning of the program year) (Duplicate Counts per	65%	163	227	390
WP Performance Standards	Participants Enrolled and served in WP (EFFM)	65%	65%	65%	65%
	Participants Placed in WP (EFM) (PERCENTAGE obtained at year end)	50%	50%	50%	50%

Note: The number of carryovers as of July 1, 2026, will be identified/defined by county by July 10, 2026.

EXHIBIT C
FEDERAL AND FLORIDA CONTRACT ASSURANCES AND
CERTIFICATIONS

(A) **Termination Provisions.** Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate. The parties agree that in the event Contractor shall fail to comply with any term, provision, or condition of this Agreement, then in the absence of a remedy provision contained elsewhere in the Master Agreement, Pasco-Hernando Workforce Board, Inc. may at its sole election terminate this Agreement without being liable to prosecution or may bring a claim for specific performance or may bring an action to recover damages caused by such breach. Additionally, Pasco-Hernando Workforce Board, Inc. (PHWB) may consult with an attorney concerning PHWB's rights hereunder, and Contractor agrees in each and any such case to pay to PHWB its reasonable attorney's fees therefore.

(B) **Termination Provision.** All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement. The parties agree that in the event there is no provision contained elsewhere in the Master Agreement to the contrary, then the Parties agree that this Agreement may be terminated by either party with, or without, cause upon thirty (30) day's prior written notice. Further, PHWB is a quasi-governmental entity reliant in part on funding received from governmental grants. Accordingly, notwithstanding anything else contained herein to the contrary, PHWB shall have the right to terminate the Agreement or any of the agreements comprising the Master Agreement by reason of funding unavailability at any time by providing thirty (30) days advance written notice. If this agreement is terminated, all payments defined therein shall cease to be due as of the date of termination.

(C) **Equal Employment Opportunity.** Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

(D) **Davis-Bacon Act, as amended (40 U.S.C. 3141-3148).** When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non- Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by

Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) **Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708).** Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) **Rights to Inventions Made Under a Contract or Agreement.** If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(G) **Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended**—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) **Debarment and Suspension (Executive Orders 12549 and 12689)**—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) **Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)**—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) **Solid Waste Disposal Act, as Amended by the Resource Conservation and Recovery Act (42 U.S.C. 6962; 2 CFR §200.322)**. A recipient or subrecipient that is a State agency or agency of a political subdivision of a State and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 as amended, 42 U.S.C. 6962. The requirements of Section 6002 include procuring only items designated in the guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines. The recipient or subrecipient should, to the greatest extent practicable and consistent with law, purchase, acquire, or use products and services that can be reused, refurbished, or recycled; contain recycled content, are biobased, or are energy and water efficient; and are sustainable. This may include purchasing compostable items and other products and

services that reduce the use of single-use plastic products. See Executive Order 14057, section 101, Policy.

(K) Prohibition on Certain Telecommunications and Video Surveillance Equipment for Services (2 CFR § 200.216). Contractor is prohibited from obligating or expending loan or grant funds to: 1.) procure or obtain covered telecommunications or services, 2.) extend or renew a contract to procure or obtain covered telecommunications equipment or services or enter into a contract (or extend or renew a contract) to procure or obtain covered telecommunications equipment or services. "Covered Telecommunications equipment or services" shall be defined as provided in Section 889 of Public Law 115-232 and 2 CFR § 200.216.

(L) Domestic preferences for procurements (2 CFR § 200.322). Contractor should, to the greatest extent practicable and consistent with law, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in the all subawards, contracts and purchase orders under Federal awards.

(M) Trafficking in Persons (2 CFR § 175.105(a)). During this Agreement, Contractor and its employees, may not engage in severe forms of trafficking in persons, procure a commercial sex act, use of force labor in the performance of the Agreement, or complete acts that directly support or advance trafficking in persons including the following acts: 1.) destroying, concealing, removing, confiscating, or otherwise denying an employee access to that employee's identity or immigration documents 2.) failing to provide return transportation or pay for return transportation costs to an employee from a country outside the United States to the country from which the employee was recruited upon the end of employment if requested by the employee, 3.) soliciting a person for the purposes of employment or offering employment by means of materially false or fraudulent pretenses, representations, or promises regarding that employment, 4.) charging recruited employees a placement or recruitment fee, or 5.) providing or arranging housing that fails to meet the host country's housing and safety standards.

(N) Veteran's Priority of Service Provisions (38 USC 4215, 20 CFR 1010). A covered person is entitled to priority of service under any qualified job training program if the person otherwise meets the eligibility requirements for participation in such program. Any priorities of covered persons established by the Secretary of Labor including disabled veterans and special disabled veterans are incorporated herein. An entity of state, a political subdivision of the state or the Contractor shall provide information and priority of service to covered persons regarding benefits and services that may be obtained through other entities or service providers; and ensure that each covered person who applies to or who is assisted by such a program is informed of the employment-related rights and benefits to which the person is entitled under this section.

(O) **Equal Treatment for Faith Based Organizations (29 CFR 2 Subpart D).** Any organization that participates in a program funded by Federal financial assistance shall not, in providing services supported in whole or in part with Federal financial assistance, or in conducting outreach activities related to such services, discriminate against a current or prospective program beneficiary on the basis of religion, a religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice. However, an organization that participates in a program funded by indirect Federal financial assistance need not modify its program activities to accommodate a beneficiary who chooses to expend the indirect aid on the organization's program. This requirement does not preclude DOL, DOL social service intermediary providers, or State or local governments administering DOL support from accommodating religion in a manner consistent with the Establishment Clause of the First Amendment to the Constitution.

(P) **Purchase of American Made Products (P.L. 103-333 §507).** It is the sense of the Congress that, to the greatest extent practicable, all equipment and products purchased with funds made available under Public Law 103-333 should be American-made. Funds made available under this Public Law may be used to fund Contractor's performance under this Agreement. In providing financial assistance to, or entering into any contract with, any entity using funds made available in this Act, Contractor, to the greatest extent practicable, shall provide to such notice describing the statement made by the Congress, as to American made products.

(Q) **Public Announcement and Advertising (P.L. 103-333 §508).** When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all Contractors receiving Federal funds, including but not limited to State and local governments and recipients of Federal research grants, shall clearly state (1) the percentage of the total costs of the program or project which will be financed with Federal money, (2) the dollar amount of Federal funds for the project or program, and (3) percentage and dollar amount of the total costs of the project or program that will be financed by nongovernmental sources.

(R) **Codes of Conduct (29 CFR 95.42).** The Contractor shall maintain written standards of conduct governing the performance of its employees engaged in the award and administration of contracts. No employee, officer, or agent shall participate in the selection, award, or administration of a contract supported by Federal funds if a real or apparent conflict of interest would be involved. Such a conflict would arise when the employee, officer, or agent, or any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein has a financial or other interest in the firm selection for an award. The officers, employees, and agents of the Contractor shall neither solicit nor accept gratuities, favors, or anything of monetary value from contractors, or parties to sub-agreements. However, Contractor may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct shall provide for disciplinary action to be applied for violations of

such standards by officers, employees or agents of the Contractor.

(S) **Employment Eligibility Requirements.** Employment of unauthorized aliens by Contractor is considered a violation of the Immigration and Nationality Act. Contractor shall use the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by Contractor during the contract term. Contractor shall be responsible for including the provisions of this paragraph in any context with, and requiring compliance by any/all subcontractors performing under this Agreement. If Contractor knowingly employs unauthorized aliens, in violation of this paragraph, such action shall be cause for unilateral cancellation of this Agreement and PHWB may recover damages from Contractor resulting from such cancellation. Further, PHWB may unilaterally terminate this Agreement, without penalty, if Contractor is determined to have violated a prohibition in this paragraph of this Agreement; or has an employee who is determined by PHWB to have violated a prohibition in this paragraph of this Agreement through conduct that is either associated with performance of this Agreement or imputed to Contractor using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Non-procurement)," as implemented by PHWB.

(T) **Assurances and Certifications.** The Department of Commerce (DC) will not award federal workforce funds where the PHWB or its contractors have failed to complete the ASSURANCES AND CERTIFICATIONS contained in this attachment. In performing its responsibilities under the Master Agreement, the Contractor provides the following certifications and assurances:

1. Assurances – Non-Construction Programs (SF 424 B)
2. Debarment and Suspension Certification (29 CFR Part 98 and 45 CFR Part 74)
3. Certification Regarding Lobbying (29 CFR Part 93 and 45 CFR Part 93)
4. Drug free Workplace Certification (29 CFR Part 98 and 45 CFR Part 82)
5. Nondiscrimination & Equal Opportunity Assurance (29 CFR Part 37 and 45 CFR Part 80)
6. Certification Regarding Environmental Tobacco-Smoke
7. Association of Community Organizations for Reform Now (ACORN) Funding Restriction Assurance (Pub. L 111-117)
8. Scrutinized Companies Lists Certification (Section 287.135.F.S.)

NOTE: Certain of these Assurances may not be applicable to your project or program. If you have questions, please contact the PHWB.

(U) **Assurances** – Non-Construction Programs. As the duly authorized representative of the Contractor, I certify that Contractor:

1. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

2. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

3. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

4. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681- 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the Agreement.

5. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91- 646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

6. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal

employment activities are funded in whole or in part with Federal funds.

7. Will comply, as applicable, with the provisions of the Davis Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327- 333), regarding labor standards for federally-assisted construction subagreements.

8. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.

9. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93- 205).

10. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

11. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).

12. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

13. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

14. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

15. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

16. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

17. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

(V) Certification Regarding Debarment, Suspension and Other Responsibility Matters – Primary Covered Transaction. The Contractor certified to the best of its knowledge and belief, that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by a Federal department or agency verification through <https://www.sam.gov/> or by a State. Have not within a three-year preceding this Agreement been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

2. Are not presently indicted or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in Paragraph 2 of this certification, and/or.

3. Have not within a three-year period preceding this application/ proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

4. Have not been placed on any prohibitory list as provided by Section 287.133 – Section 287.138, Florida Statutes.

(W) Certification Regarding Lobbying – Certification for Contracts, Grants, Loans, and Cooperative Agreements. The Contractor certifies to the best of its knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any

Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

4. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

(X) **Certification Regarding Drug-Free Workplace Requirements** – Pursuant to the Drug- Free Workplace Act of 1988 and its implementing regulations codified at 29 CFR Part 94, the undersigned Contractor, attests and certifies that it will provide a drug-free workplace by the following actions:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the RWBS' workplace and specifying the actions that will be taken against employees for violation of such prohibition.

2. Establishing an ongoing drug-free awareness program to inform employees concerning:

- a. The dangers of drug abuse in the workplace;
- b. The policy of maintaining a drug-free workplace;
- c. Any available drug counseling, rehabilitation and employee assistance programs;
- d. The penalties that may be imposed upon

3. Making it a requirement that each employee to be engaged in the performance of the agreement be given a copy of the statement required by paragraph X.1. of this certification.

4. Notifying the employee in the statement required by paragraph X.1. of this certification that, as a condition of employment under the contract, the employee will:

a. Abide by the terms of the statement;

b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five (5) calendar days after such conviction.

5. Notifying the PHWB in writing ten (10) calendar days after receiving notice under subparagraph 4.b. of this Section from an employee or otherwise receiving actual notice of such conviction. Provide such notice of convicted employees, including position title, to every Grant Officer on which Grant activity the convicted employee was working. The notice shall include the identification number(s) of each affected contract/Grant. An Incident Report Form, which can be found on the Department's intranet site, should be completed and submitted to the following address:

Office of the Inspector General
Department of Commerce
MSC# 130, Caldwell Building
107 East Madison Street
Tallahassee, Florida 32399-4126

6. Taking one of the following actions, within thirty (30) calendar days of receiving notice under subparagraph 4.b., with respect to any employee who is so convicted.

a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973 as amended.

b. Requiring such employee to participate satisfactorily in drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local, health, law enforcement, or other appropriate agency.

7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of this entire certification.

(Y) **Nondiscrimination & Equal Opportunity Assurance.** As a condition of the Agreement, Contractor assures that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

1. Section 188 of the Workforce Investment Act of 1998 (WIA) which prohibits

- discrimination against all individuals in the United States on the basis of race, color, religion, sex, national origin, age, disability, political affiliation, or belief and against beneficiaries on the basis of either citizenship/ status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIA Title IB financially assisted program or activity;
2. Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the basis of race, color, and national origin;
 3. Section 504 of the Rehabilitation Act of 1973, as amended which prohibits the discrimination against qualified individuals with disabilities;
 4. The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age;
 5. Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in education programs;
 6. The Americans with Disabilities Acts of 1990 (Pub. L. 101-336) prohibits discrimination in all employment practices, including job application procedures, hiring, firing, advancement, compensation, training, and other terms, conditions, and privileges of employment. It applies to recruitment, advertising, tenure, layoff, leave, fringe benefits, and all other employment related activities; and
 7. Pregnant Workers Fairness Act of 2022, which prohibits the discrimination on the basis of pregnancy

The Contractor also assures that it will comply with 29 CFR Part 37 and all other regulations implementing the laws listed above. This assurance applies to the Contractor's operation of the WIA Title I – financially assisted program or activity, and to all agreements the Contractor makes to carry out the WIA Title I – financially assisted program or activity. The Contractor understands that PHWB, DEO and the United States have the right to seek judicial enforcement of the assurance.

(Z) Certification Regarding Environmental Tobacco Smoke. As a condition of the Contractor, the Contractor assures that it will fully comply with the certification regarding environmental tobacco-smoke.

The Pro-Children Act of 2001, 42 U.S.C. 7181 through 7184, imposes restrictions on smoking in facilities where Federally-funded children's services are provided. Grants are subject to these requirements only if they meet the Act's specified coverage. The Act specifies that smoking is prohibited in any indoor facility (owned, leased, or contracted for) used for the routine or regular provision of kindergarten, elementary, or secondary education or library services to children under the age of 18. In addition, smoking is prohibited in any indoor facility or portion of a facility (owned, leased, or contracted for) used for the routine or regular provision of federally funded health care, day care, or early childhood development, including Head Start services to children under the age of 18. The statutory prohibition also applies if such facilities are contracted, operated or maintained with Federal funds. The statute does not apply to children's service provided in private residences, facilities funded solely by Medicare or Medicaid funds, portions of facilities used for inpatient drug or alcohol treatment, or facilities where

WIC coupons are redeemed. Failure to comply with the provision of the law may result in the imposition of a civil monetary penalty of up to \$1,000 per violation and/or the imposition of an administrative compliance order on the responsible entity.

(AA) **Public Records Law, Sunshine Law.** Contractor agrees to comply with public records and open meeting requirements as applicable including 2 CFR 200.333 and 2 CFR 200.33 and as provided under Chapter 119, Florida Statutes.

(BB) **Individual Non-disclosure and Confidentiality Certification.** To the extent any Contractor, or employee of Contractor is granted authorization to access workforce information systems, including systems containing confidential information, Contractor and its employees are required to completed the established Individual Non-Disclosure and Confidentiality Certification Form upon request.

(CC) **Mandate to Report Abuse of Vulnerable Populations.** In compliance with Chapter 985 and 415.1034 Florida Statutes, if Contractor, and its agents, employees, or others performing services on Contractor's behalf, knows or has reasonable cause to suspect that a child, aged person or disabled adult is or has been abused, neglected, or exploited, Contractor, and its agents, employees and others performing services on Contractor's behalf, agree to immediately report such knowledge or suspicion to the Florida Abuse Hotline by calling 1-800-96ABUSE or via the web reporting option at <https://www.myflfamilies.com/services/abuse/abuse-hotline> or via fax 1- 800-914-0004.

(DD) Statutory and National Policy Requirements. In compliance with 2 CFR 200.300 a) a) The Federal awarding agency must manage and administer the Federal award in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with the U.S. Constitution, Federal Law, and public policy requirements: Including, but not limited to, those protecting free speech, religious liberty, public welfare, the environment, and prohibiting discrimination. The Federal awarding agency must communicate to the non-Federal entity all relevant public policy requirements, including those in general appropriations provisions, and incorporate them either directly or by reference in the terms and conditions of the Federal award (emphasis added.) b) The non-Federal entity is responsible for complying with all requirements of the Federal award.

ACTION ITEM 4

Regional Apprenticeship Coordination Contract Renewal

All contracts with organizations or individuals currently serving as Directors of Pasco-Hernando Workforce Board, Inc. (PHWB) require approval by a two-thirds vote of the Board, with a quorum having been established.

Pasco-Hernando Workforce Board, Inc. (PHWB) receives funding to support workforce development initiatives that expand training opportunities, work-based learning, pre-apprenticeships, and Registered Apprenticeship programs throughout Pasco and Hernando counties.

On April 23, 2025, President Donald J. Trump signed the Executive Order titled *Preparing Americans for High-Paying Skilled Trade Jobs of the Future*, establishing a national strategy to modernize workforce development efforts, expand Registered Apprenticeships, promote alternative credentialing, and strengthen alignment between workforce programs and the needs of high-growth industries. In support of these federal and state priorities, PHWB conducted a competitive procurement process in Program Year 2025-2026 and awarded a contract to Pasco County Schools to serve as the Regional Apprenticeship Coordinator.

Pasco County Schools has successfully carried out the responsibilities outlined in the agreement, including supporting the development, expansion, and promotion of apprenticeship and pre-apprenticeship opportunities throughout the region. Staff have determined that performance under the current agreement has been satisfactory and that continuation of these services will support workforce development priorities and strategic initiatives for Program Year 2026-2027.

The current agreement included an option to renew for up to two (2) additional one-year periods, subject to satisfactory performance and the availability of funding. Staff are recommending renewal of the agreement for Program Year 2026-2027 and a decrease in the annual allocation from \$70,000 to an amount not to exceed \$50,000, due to a reduction in PHWB funding, to support expanded apprenticeship development and coordination activities.

FOR CONSIDERATION

Recommend approval of the renewal of the Regional Apprenticeship Coordination Contract with Pasco County Schools for Program Year 2026-2027 and authorization for staff to negotiate and execute all necessary contract documents for an amount not to exceed \$50,000, contingent upon the availability of funding and satisfactory performance.

APPRENTICESHIP COORDINATION
CONTRACT RENEWAL 2 OF 3
BETWEEN
Pasco County Schools
AND
Pasco-Hernando Workforce Board, Inc.
dba CareerSource Pasco Hernando

This Renewal Contract dated this 1st day of July 2026 is between Pasco-Hernando Workforce Board, Inc. dba CareerSource Pasco Hernando ("CSPH"), located at 16228 Spring Hill Dr. Brooksville, FL 34604 and Pasco County Schools ("PCS") hereinafter referred to as "PCS" or "Contractor," located at 7227 Land O' Lakes Boulevard Land O' Lakes, FL 34638 hereinafter collectively, "the parties".

RECITALS

WHEREAS CareerSource Pasco Hernando issued a Request for Proposal for Regional Apprenticeship Coordination to effectively and efficiently spearhead regional efforts to develop, expand, and support registered apprenticeship and pre-apprenticeship programs in Pasco and Hernando counties, and:

WHEREAS, PCS, responded and was selected through a competitive scoring process and the Pasco-Hernando Workforce Board, through CSPH, its administrative and fiscal entity, wishes to engage PCS to lead apprenticeship and pre-apprenticeship efforts.

NOW Therefore, in consideration of the premises and the mutual covenants and obligations herein contained, and subject to the terms and conditions hereinafter stated, the parties hereto agree as follows:

I. Purpose and Background

It is the purpose of this contract for PCS to spearhead regional efforts to develop, expand, and support registered apprenticeship and pre-apprenticeship programs in Pasco and Hernando counties.

Stevens Amendment: The Board of CareerSource Pasco-Hernando currently serves as the Administrative and Fiscal Agent for the region. CSPH receives federal funding for the operation of several programs including (but not necessarily limited to) those associated with the Workforce Investment & Opportunity Act (WIOA), the Welfare Transition Program (WTP) and the Wagner-Peyser Act. CareerSource Pasco-Hernando programs and initiatives are fully supported by the U.S. Departments of Labor, Health and Human Services, and Agriculture as part of awards totaling \$9,226,383. This award may be used using non-federal funds, if deemed necessary.

PCS's Duties and Responsibilities

PCS shall complete the duties and responsibilities as outlines in Exhibit A Statement of Work and complete the monthly report that will be submitted with an invoice due by 10th day each month to invoices@careersourcepascohernando.com and cc bgause@careersourcepascohernando.com

II. Nature of the Relationship Between the Parties

The services that PCS will render to CSPH under this Contract will be as an Independent PCS. Nothing contained in this Contract will be construed to create the relationship of principal and agent, or employer and employee, between PCS and CSPH. Neither party shall have the authority to make purchases, create expenses, or make any obligation on behalf of the other party, beyond what is specifically provided in this Contract.

III. Contract Type and Payment

This is a cost reimbursement contract. Payment to PCS will be based on the budget presented in Exhibit C: Budget PCS shall submit invoices to CSPH monthly and CSPH shall pay all invoices within forty-five (45) business days of the invoice receipt. If a portion of any invoice is disputed, CSPH will notify the PCS point of contact of such dispute via phone and email within fifteen (15) days of receipt of the invoice or sooner and PCS will be required to correct the invoice in order to be paid.

To be paid for staff time PCS shall submit:

- a. An invoice.
 - c. A copy of the staff timesheet, which may be electronic, which allocates staff time to CSPH.
 - d. A copy of the ACH or other electronic evidence of payment of the individual staff wages.
 - e. Copy of benefit payments, as allocated for staff
 - f. Copy of W/C payment as allocated for staff
 - g. Copy of RE insurance rate
 - e. CSPH retains the right to request additional supporting documentation prior to approval of payment of the invoice. Failure to provide proper timesheets, and spreadsheets, and/or inconsistencies between timesheets, spreadsheets, and/or invoices will cause a delay in payment until corrections are made to the satisfaction of CSPH.
1. The staff payroll costs applicable to CSPH and in effect at the time this Contract is executed are set forth in Exhibit B to this contract. PCS's invoices will include supporting documentation detailing the cost of all wages, payroll costs, and withholding comprising the payroll for staff covered by this Contract.

2. PCS's financial resources shall be sufficient to support weekly payrolls and the associated lag time between payment and reimbursement which may take up to 30 days for reimbursement.
3. CSPH shall maintain the payroll and related records as these are public records, within the meaning and intent of chapter 119, Florida Statutes and shall be subject to public inspection in accordance with chapter 119 Fla. Stat.
4. PCS shall make books and records accessible to CSPH for monitoring purposes and shall include time sheets or electronic time recorded for hours worked by participants, wages, payroll, required withholdings, and other benefit payments. Records can be made available electronically.
5. PCS shall pay all individuals covered by this contract wages through automatic deposit in the bank of the participant's choice.
6. PCS shall handle unemployment and workers' compensation claims for staff.
7. CSPH will not reimburse PCS for overtime paid to staff used to complete the duties of this agreement.

IV. Confidential Information

A. Both parties have received or will receive information that is proprietary to or confidential to the other party or its affiliated companies or agencies. In addition, PCS may have access to personal and confidential information (such as Social Security numbers) related to participants. Both parties agree to hold all such information and the terms of this Contract, in strict confidence and not to disclose such information to third parties or to use such information for any purpose whatsoever other than performing under this Contract or as required by law.

B. In accordance with State requirements, PCS may be requested to sign a Confidentiality Contract, related to information which they will be able to access regarding program participants and employers. A copy of the contract template shall be provided to PCS by CSPH. Thereafter the Confidentiality Contract shall be signed each year. PCS agrees to immediately terminate any individual who refuses to sign the Confidentiality Contract required by the State.

C. Safeguarding Information. PCS agrees not to use or disclose any information concerning participants under this Contract for any purpose not in conformity with state and federal law or regulations.

V. Indemnification and Limitation of Liability

A. PCS shall at all times hereafter indemnify, hold harmless, and at CSPH's option, defend or pay for an attorney selected by the CSPH to defend CSPH, its governing boards consisting of the CSPH

Council of Elected officials and the Pasco Hernando Workforce Board, Inc. their officers, directors, agents, servants, and employees against any and all claims, losses, liabilities, and expenditures of any kind, including attorney's fees, court costs and expenses: 1) related to, arising from, or as a result of the Contract between PCS and CSPH; or 2) caused by a negligent act or omission of PCS, its employees, agents, servants, or officers, or accruing, resulting from or related to, the subject matter of this Contract including, without limitation, any and all claims, demands, or causes of action of any nature whatsoever resulting from injuries or damages sustained by any person or property. The provisions of this section shall survive the expiration or earlier termination of this Agreement. To the extent considered necessary by CSPH any sums due PCS under this Agreement may be retained by CSPH until all of CSPH's claims for indemnification pursuant to this Agreement have been settled or otherwise resolved; and any amount withheld shall not be subject to special fees, markups or interest payments on the part of CSPH.

B. In addition to other indemnification and assumption of liability agreed to herein, PCS shall be responsible for the cost of legal defense awards, damages, penalties and/or fines for claims brought against PCS and also naming CSPH, or its governing boards, their officers, directors, agents, servants, and employees for acts of commission and/or omissions on the part of the PCS in relation to employees, consultants, agents or persons providing goods and/or services under this Contract to PCS. PCS shall secure Directors and Officers Liability Insurance for coverage of such contingencies.

C. Rights and Remedies Not Waived. No payment by CSPH to PCS shall be construed as a waiver by CSPH of any breach or default of PCS in the performance of any condition of this Contract or amendment hereto; nor shall such payment impair or prejudice any right of CSPH with respect to such breach or default; nor shall any assent by CSPH express or implied, to such breach or default, be construed as assent to any succeeding breach or default.

D. All demands for indemnification by CSPH shall be provided to PCS in writing and where applicable shall include copies of all third party demands and/or claims. Additionally, CSPH shall fully cooperate with and assist PCS in its defense against any such third party demands and/or claims. CSPH shall not be responsible for costs related to the provision of requested assistance.

VI. Insurance

A. PCS agrees to maintain the insurance required by this Contract in full force and effect throughout the term of this Contract and during any renewal or extension term of the Contract. The insurance shall be of such types and with such terms and limits as noted below. Providing proof of and maintaining adequate insurance coverage are material obligations of the PCS.

B. PCS will provide CSPH Certificates of Insurance, evidencing the required coverage prior to contract start including all endorsements required herein and shall keep such certificates current during the entire term of this Contract. If PCS fails to maintain insurance as specified in this Contract, CSPH may terminate this Contract upon seven (7) days' written notice. However, CSPH may immediately purchase insurance to assure coverage, and PCS shall be responsible for the

cost of the insurance which may be deducted from sums owing and due to PCS. The certificates of insurance shall:

1. Provide that the Insurance shall not be changed, canceled, limited in scope of coverage or non-renewed until after thirty (30) days written notice has been given to CSPH. If a thirty (30) day notice of cancellation endorsement is not received, the cancellation clause must include language as follows:

SHOULD ANY OF THE ABOVE-DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED.

Such notification will be in writing by registered mail, return receipt requested, and addressed to the certificate holder.

2. If the Contract term goes beyond the expiration date of the insurance policy, PCS shall provide the CSPH with an updated Certificate of Insurance no later than ten (10) days prior to the expiration of the insurance currently in effect. CSPH reserves the right to suspend the Contract until this requirement is met.

3. The Certificate of Insurance shall indicate whether coverage is provided under a claims-made or occurrence form. If any coverage is provided on a claims-made form, the Certificate of Insurance must show a retroactive date, which shall be the effective date of the initial contract or prior.

4. The certificate shall contain the title of the insurance contract and the contract number.

5. The Certificate Holder should read as follows: CareerSource Pasco Hernando, 16228 Spring Hill Dr. Brooksville, FL 34604

C. The PCS's insurance coverage shall be primary insurance for all applicable policies. The limits of coverage under each policy maintained by the PCS shall not be interpreted as limiting the PCS's liability and obligations under this Contract. All insurance policies shall be from insurers authorized to write insurance policies in the State of Florida and possess an A.M. Best rating of A-, VII or better. All insurance policies are subject to approval by CSPH or their designee.

D. PCS has the sole responsibility for the payment of all insurance premiums and shall be fully and solely responsible for any costs or expenses as a result of a coverage deductible, co-insurance penalty, or self-insured retention; including any loss not covered because of the operation of such deductible, co-insurance penalty, self-insured retention, or coverage exclusion or limitation. Any costs for adding CSPH as an Additional Insured shall be reimbursed by CSPH.

E. If the PCS's primary insurance policy/policies do not meet the minimum requirements, as set forth in this Contract, the PCS may provide evidence of an Umbrella/Excess insurance policy to comply with this requirement.

F. Any exclusion or provision in the insurance maintained by the PCS that excludes coverage for work contemplated in this Contract shall be unacceptable and shall be considered breach of contract.

G. PCS shall provide notice of any and all claims, accidents, and any other occurrences associated with this Contract to PCS's insurance company and to the CSPH President/CEO or designee as soon as practical.

H. It is the PCS's responsibility to ensure that any and all of the PCS's independent PCSs and subcontractors comply with these insurance requirements. All coverages for independent PCSs and subcontractors shall be subject to all of the applicable requirements stated herein. Any and all deficiencies are the responsibility of the PCS.

I. All insurance policies required by this Contract shall declare any deductible or self-insured retention (SIR) in an amount in excess of \$25,000, which deductible shall be subject to approval by the CSPH. PCS shall be solely responsible for reimbursement of any deductible to the insurer.

J. The policy or policies of insurance required by this Contract must be issued by insurers: (1) assigned an A. M. Best rating of at least "A-" with a Financial Size Category of at least Class VII; (2) authorized to transact insurance in the State of Florida; or (3) a qualified eligible surplus lines insurer pursuant to Section 626.917 or 626.918, Florida Statutes, with approval by CSPH. Coverage will be on the most current form of the relevant policy. The policy or policies of insurance maintained by the PCS shall provide the minimum limits and coverage as applicable to this project as set forth below:

K. CSPH shall retain the right at any time to review the coverage, form and amount of the insurance required hereby (as described above). If, in the opinion of CSPH, the insurance provisions in this Contract do not provide adequate protection for CSPH, CSPH may, by providing PCS at least sixty (60) days written notice, require PCS to obtain insurance sufficient in coverage, form and amount to provide adequate protection. CSPH requirements shall be reasonable and shall be designed to assure protection from and against the kind and extent of risks which actually exist at the time a change in insurance is required. In event CSPH should change its insurance requirements as provided in this paragraph and PCS shall secure different or additional insurance, the additional cost directly associated with meeting CSPH's new insurance requirements, if any, shall be charged to and paid by CSPH.

L. Required insurance includes:

1. COMMERCIAL GENERAL LIABILITY insurance shall be maintained for the life of the contract. This policy shall provide coverage for death, bodily injury, personal injury, and property damage that could arise directly or indirectly from the performance of the contract. It must be an occurrence form policy. CSPH and its governing boards, the CSPH Council of Elected Officials and the Pasco Hernando Workforce Board, Inc., their officers, directors, agents, servants, employees and volunteers shall be covered and named as an additional insured on the certificate for commercial general liability insurance with a CG 20 26 04 13 Additional Insured - Designated Person or Organization Endorsement or similar endorsement providing

equal or broader Additional Insured Coverage with respect to liability arising out of activities performed by or on behalf of the PCS. The minimum limits of coverage shall be \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate, for Bodily Injury Liability, Property Damage Liability and Personal injury. The policy must include coverage for Contractual Liability and Independent PCSs. The coverage shall contain no special limitation on the scope of protection afforded to CSPH, or the CSPH governing boards or their officers, directors, employees, and volunteers.

2. Workers' Compensation and Employer's Liability insurance coverage. Coverage must be afforded per Federal and State of Florida, Chapter 440, Florida Statutes with minimum statutory limits or elective exemptions as defined in Section 440, Florida Statutes Any person or entity performing work for or on behalf of CSPH must provide Workers' Compensation insurance. The PCS waives, and the PCS shall ensure that the PCS's insurance carrier waives, all subrogation rights against CSPH and the CSPH governing boards, their officers, directors, employees, and volunteers for all losses or damages. CSPH requires the policy to be endorsed with WC 00 03 13 Waiver of our Right to Recover from Others or equivalent.

PCS shall ensure that the Workers Compensation Policy contains an alternate employer endorsement to extend workers' compensation coverage by including the addition of CSPH, the CSPH governing boards, their officers, directors, employees, and volunteers, to PCS's policy's endorsement schedule.

Further the Workers Compensation Policy must include Employers' Liability with minimum limits of \$100,000.00 for each accident.

3. Business Automobile Liability insurance for all Owned, Hired, Scheduled, and Non-Owned vehicles coverage for Bodily Injury and Property Damage in an amount not less than \$1,000,000.00 combined single limit each accident. CSPH, the CSPH governing boards, their officers, directors, employees, and volunteers shall be named as additional insureds on the certificate of insurance. If PCS does not own vehicles, PCS shall have the option to maintain coverage for Hired and Non-Owned Auto Liability, which may be satisfied by way of an endorsement to the Commercial General Liability policy or through a separate Business Auto Liability policy. The insurance must be an occurrence form policy.

4. Cyber Liability Coverage must be afforded in an amount not less than \$1,000,000.00 per loss for negligent retention of data as well as notification and related costs for actual or alleged breaches of data.

5. Fidelity/Dishonesty and/or Commercial Crime Coverage in an amount not less than \$1,000,000.00 per loss for dishonest acts of the PCS's employees, including but not limited to theft of money, personal property, vehicles, materials, supplies, equipment, tools, etc. Third-party coverage must be included under the policy.

In the event that PCS has several contracts with CSPH, the insurance policy shall cover an amount equal to one month of total costs across all contracts to include the payroll for the

period, taxes and insurance, PCS's fee and cost of benefits awarded. The policy shall name CSPH, the CSPH governing boards, the CSPH officers, directors and those employees in positions allowing for access to or control of funds to be paid to PCS under this Contract. The PCS agrees to reimburse CSPH for any loss incurred by CSPH under this Contract. PCS shall be liable for any sums not covered and/or paid by their insurer.

6. Physical Abuse. Sexual Misconduct. and Sexual Molestation PCS shall provide evidence of coverage in an amount not less than \$500,000.00 per occurrence.
7. Professional Liability and/or Errors and Omissions including employment practices liability coverage. Coverage must be afforded for Wrongful Acts in an amount not less than \$1,000,000.00 each claim and \$2,000,000.00 aggregate.
8. Employment practices liability insurance to cover claims for employment practices wrongful acts including alleged discrimination, sexual harassment, wrongful termination, breach of implied employment contract, failure to employ/promote, wrongful discipline, negligent evaluation, retaliation, damages arising out of defamation, humiliation, mental anguish, emotional distress, libel/slander, invasion of privacy, civil rights violations, workplace harassment and failure to provide/enforce CSPH and/or PCS's policies. Coverage shall provide judgments, back pay, forward pay, appeals, bonds, multiple damages, punitive damages (where permitted), pre- and use of other staffing companies post judgment interest awards in the amount of \$1,000,000.00 naming CSPH, its governing boards, directors, officers, employees and volunteers as an additional named insured. PCS must keep insurance in force until the third anniversary of expiration of this Contract. The policy shall cover all employees, both part time, full time, and applicants. The policy shall cover the cost of defense in civil cases as well as dispute resolution that can occur out of the courtroom with the ability for CSPH to select the attorney. The policy shall not contain a "Hammer Clause." The policy shall be an occurrence policy.

VII. Contract Term

The term of this Renewal Contract shall begin on July 1, 2026 and terminate on June 30, 2027, with the option to renew based on funding and performance for one additional year.

VII. Termination

- A. Termination for Convenience. This Contract may be terminated for the convenience of either party by providing the other party with ninety (90) days advanced notice in writing.
- B. Deobligation of Funds or Loss of Funding. PCS agrees and understands that funds allocated to the PCS under this PCS, or any amendment or modification hereto are contingent upon CSPH's receipt of the federal grant funds under which this Contract is funded. CSPH, therefore, reserves unto itself the right to unilaterally deobligate, or if necessary, to suspend or terminate this Contract or any amendment hereto instantaneously and as may be necessitated

by CSPH's funding levels. Any deobligation, modification or amendment shall be effective upon written notification to the PCS by CSPH. CSPH shall provide PCS thirty (30) days' written notice, or in the event CSPH receives less than thirty (30) days' notice, CSPH shall provide such notice as CSPH receives from its funding sources. In such instances, costs will be reimbursed up to the effective date of cancellation only; thereafter neither CSPH nor PCS shall have any obligation whatsoever to complete or otherwise continue the Contract.

C. Obligations Extending Beyond Contract Termination. Provisions of this Contract which by their terms extend beyond the termination or non-renewal of this Contract will remain effective after termination or non-renewal.

D. CSPH may terminate this contract in the event of the occurrence of any of the below listed events, upon 24 Hours written notice, pursuant to Section XV following a period of 48 hours to allow PCS the opportunity to respond.

The decision to accept PCS's response shall be at the sole discretion of CSPH.

1. Becomes bankrupt or insolvent
2. Discontinues operations
3. Fails to make any payments as required by the Contract
4. Experiences the resignation or transfer of its principals
5. Is the subject of lawsuits or other legal action that may materially impact the financial viability of PCS
6. Is the subject of official investigations of fraud or abuse on the part of PCS, their staff, officers, directors, and/or
7. Experiences theft or loss of funds or equipment that are materially needed to support the contracted services at the discretion of CSPH.

E. CSPH may terminate this Contract in the event of breach of this Contract by giving written notice to the PCS in accordance with Section XV herein, after allowing PCS 48 hours to respond and an opportunity to cure. The decision to accept PCS's response and an opportunity to cure shall be at the sole discretion of CSPH.

F. In the event of termination for cause, CSPH shall be liable for payment only for services rendered or goods delivered prior to the effective date of termination.

G. The provisions of this Contract do not limit CSPH's remedies at law or in equity.

IX. E-Verify

A. PCS agrees to comply with Florida Statutes 448.095 and shall:

1. Use the E-Verify system to verify the work authorization status of all newly hired employees, contractors and subcontractors
 2. Not employ, contract with, or subcontract with an unauthorized alien
- B. Obtain affidavits from its applicable subcontractors swearing and affirming that such subcontractor does not employ, contract with, or subcontract with an unauthorized alien, and shall maintain a copy of any such subcontractor affidavits

**X. Prohibition on certain telecommuting and video surveillance services or equipment 2
CFR 200.216**

A. Recipients and sub recipients are prohibited from obligating or expending loan or grant funds to:

1. Procure or obtain
 2. Extend or renew a contract to procure or obtain; or
 3. Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).
 - i. For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
 - ii. Telecommunications or video surveillance services provided by such entities or using such equipment.
 - iii. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country."
- B. In implementing the prohibition under Public Law 115-232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement

equipment and services, and to ensure that communications service to users and customers is sustained.

C. Statutory and national policy requirements 2 CFR 200.300

- i. The Federal awarding agency must manage and administer the Federal award in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with the U.S. Constitution, Federal Law, and public policy requirements: Including, but not limited to, those protecting free speech, religious liberty, public welfare, the environment, and prohibiting discrimination. The Federal awarding agency must communicate to the non-Federal entity all relevant public policy requirements, including those in general appropriations provisions, and incorporate them either directly or by reference in the terms and conditions of the Federal award.
- ii. The non-Federal entity is responsible for complying with all requirements of the Federal award. For all Federal awards, this includes the provisions of FFATA, which includes requirements on executive compensation, and also requirements implementing the Act for the non-Federal entity at 2 CFR parts 25 and 170. See also statutory requirements for whistleblower protections at 10 U.S.C. 2409, 41 U.S.C. 4712, and 10 U.S.C. 2324, 41 U.S.C. 4304 and 4310.

XI. Amendments

- A. This Contract constitutes the entire agreement between the parties.
- B. Either party may, during the contract term request changes to the terms and conditions of this Contract. Such changes, if mutually agreed upon and in writing by and between CSPH and PCS, shall be incorporated by written amendments into this Contract.
- C. No modification, amendment, or alteration in the terms or conditions contained herein shall be effective unless contained in a written document prepared with the same or similar degree of formality as this Contract and executed by the CSPH and PCS.

XII. Contract Terms and Conditions

- A. This Contract and the Exhibits attached to it contain the entire understanding between the parties and no provision of this Contract may be amended or waived unless agreed to in a writing signed by the parties.
- B. Each provision of this Contract will be considered severable, such that if any one provision or clause conflicts with existing or future applicable law (or may not be given full effect because of such law), no other provision that can operate without the conflicting provision or clause will be affected.

- C. The provisions of this Contract will inure to the benefit of and be binding on the parties and their respective representatives, successors, and assigns.
- D. PCS agrees to neither assign their responsibility for this Contract to another party nor to subcontract for any of the work contemplated under this Contract without prior written approval of CSPH. Any sublicense, assignment, or transfer otherwise occurring, without prior approval of the CSPH, shall be null and void.
- E. If CSPH permits PCS to subcontract all or part of the work contemplated under this Contract, including entering into subcontracts with vendors for services, it is understood by PCS that all such subcontract arrangements shall be evidenced by a written document subject to prior review and approval by CSPH. PCS further agrees that the CSPH shall not be liable to the subcontractor for any expenses or liabilities incurred under the subcontract and the PCS shall be solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract. PCS, at its expense, will defend CSPH against such claims.

XIII. Notice

Any notice required under this Contract will be deemed to be properly given only when sent via a nationally recognized courier, delivered by hand or overnight courier service, or mailed by certified or registered mail addressed as shown on the first page of this Contract.

XIV. Force Majeure

Neither party will be responsible for failure or delay in performance of this Contract if the failure or delay is due to labor disputes, strikes, fire, riot, war, terrorism, acts of God, pandemics, epidemics, or government ordered closures or any other causes beyond the control of the nonperforming party.

XV. Compliance with Federal Laws

- A. To the extent this contract is funded with federal funds in excess of one hundred thousand dollars (\$100,000.00) Contractor shall comply with all applicable standards, orders, or regulations issued under section 306 of the Clean Air Act, as amended (42 USC 1857(h) et seq.), section 508 of the Clean Water Act, as amended (33 USC 1368 et seq.), Executive Order 11738, and Environmental Protection Agency regulations (40CFR Part 15), and the Energy Policy and Conservation Act of 1988 as amended. (Pub. L. 94-163, 89 Stat. 871) [53 FR 8079, 8087, Mar. 11, 1988, as amended at 60 FR 19639, 19645, Apr. 19, 1995].
- B. PCS certifies that it is in compliance with the Drug Free Workplace Act of 1988 and all state and federal implementing regulations.

- C. PCS shall ensure that all its activities under this Contract shall be conducted in conformance with: 45 CFR Part 74 and/or 45 CFR Part 92 and/or 220 CFR Part 600 et. seq., and all other applicable federal regulations as applicable
- D. PCS shall comply with Title VI of the Civil Rights Act of 1964 as amended, 42 U.S.C. 2000d et seq., which prohibits discrimination on the basis of race, color or national origin.
- E. PCS shall comply with Section 504 of the Rehabilitation Act of 1973 as amended, 29 U.S.C. 794, which prohibits discrimination on the basis of disability.
- F. PCS shall comply with Title IX of the Education Amendments of 1972 as amended, 20 U.S.C. 1681 et seq., which prohibits discrimination on the basis of sex in educational programs.
- G. PCS shall comply with the Age Discrimination Act of 1975 as amended, 42 U.S.C. 6101 et seq., which prohibits discrimination on the basis of age.
- H. PCS shall comply with Section 654 of the Omnibus Budget Reconciliation Act of 1981 as amended, 42 U.S.C. 9849, which prohibits discrimination on the basis of race, creed, color, national origin, sex, handicap, political affiliation, or beliefs.
- I. PCS shall comply with Section 188 of the Workforce Innovation and Opportunity Act of 2014 (WIOA), which prohibits discrimination against all individuals in the United States on the basis of race, color religion, sex, national origin, age, disability, political affiliation or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIOA Title I - financially assisted program or activity.
- J. PCS shall comply with The American with Disabilities Act of 1990, P.L. 101-336, which prohibits discrimination on the basis of disability and requires reasonable accommodation for persons with disabilities.
- K. PCS shall comply with the Davis-Bacon Act (40 U.S.C. 276a to 276a7)
- L. PCS shall comply with the Copeland Anti-Kickback Act (40 U.S.C. 276c and 18 U.S.C. 874, and the Contract Work Hours and Safety Standards Act (40.327-333), regarding labor standards for federally assisted construction sub-agreements.
- M. Equal Employment Opportunity. PCS agrees that it shall comply with Exec. Order No. 11246, Equal Employment Opportunity, as amended by Exec. Order No. 11375, and as supplemented in Department of Labor regulation 41 C.F. R., pt. 60, if applicable.
- N. Non-Discrimination and Harassment-Free Workplace. PCS shall not discriminate against any employee employed in the performance of a Contract, or against any applicant for employment because of race, creed, color, handicap, national origin, marital status, or sex. The Contract shall provide a harassment-free workplace and give any allegations of harassment priority attention and action by management. The PCS agrees to insert a

similar provision in all subcontracts that will meet the requirements as set forth in Public Law 105-220, section 188.

- O. Unauthorized Aliens. PCS agrees not to employ unauthorized aliens. CSPH shall consider the employment of unauthorized aliens a violation of section 274A (e) of the Immigrations and Nationality Act (8 U.S.C. 1324a). Such violation shall be cause for unilateral termination of this Contract by CSPH. PCS shall obtain affidavits from its subcontractors swearing and affirming that they do not employ, contract with, or subcontract with an unauthorized alien, PCS shall maintain a copy of subcontractors affidavits.
- P. Debarment and Suspension. PCS certifies that they are not presently nor within the three (3) year period preceding the effective date of this Contract, debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency. When applicable, as required by the regulation implementing Executive Order No. 12549, Debarment and Suspension 29 CFR 98
- Q. Pro-Children Act. PCS agrees to comply with the Pro-Children Act of 1994, 20 U.S. C. 6083.
- R. Domestic Preferences for Procurements
As applicable PCS shall comply with 2 CFR§ 200.322 Domestic preferences for procurement.
- S. Procurement of Recovered Materials
As applicable PCS shall comply with 2 CFR§ 200.323 Procurement of recovered materials.
- T. If PCS is in receipt of \$1,000,000 or more of any type of federal funding, they will provide CSPH with a copy of their annual audit.

XVI. Lobbying and Related Parties

- A. Lobbying. PCS shall complete the Lobbying Certification Form and Disclosure of Lobbying Activities Form, Standard Form-LLL.
- B. PCS attests that he has not employed any person to solicit or secure this Contract through any agreement for a commission, percentage, brokerage, or contingent fee. PCS agrees and understands that no officer, employee, or agent of the PCS shall tender, or solicit gratuities, favors or anything of monetary value from any actual or potential sub PCS or employer or from any staff person or elected official connected with CSPH or its governing boards. Breach of this clause may result in termination of this Contract, or, at CSPH's discretion to deduct from the PCS's fee the amount of such commission, percentage, brokerage, or contingent fee.
- C. When applicable, the PCS shall disclose all related party transactions.

XVII. Record Retention

- A. PCS shall keep copies of all records, accounts, and documents pertaining to the operation of this Contract or any amendment hereto for not less than five (5) years following the expiration of this Contract. However, if any audit, claim, litigation, negotiation, or other action involving this Contract or Amendment hereto has been started before the expiration of the five (5) year period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five (5) year period, whichever is later.
- B. PCS shall maintain books, records and documents in accordance with generally accepted accounting procedures and practices which sufficiently and properly account for expenditures incurred in the execution of PCS's duties and responsibilities under this Contract.
- C. If PCS is requested to provide CSPH with their records or elects to provide CSPH with all its records pertaining to this Contract or any amendments hereto they shall be delivered to the CSPH Chief Financial Officer who is the designated custodian of the records for purposes of compliance with this section.
- D. PCS shall make books and records accessible to CSPH in Pasco and Hernando County for monitoring, time worked by career center employees, wages, payroll, required withholdings, and other benefit payments. The records can be made available electronically.

Upon request from CSPH provide CSPH with a copy of any requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost as set forth in the Florida Statutes.

Ensure that public records that are exempt or confidential and public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the PCS does not transfer the records to the public agency.

Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the PCS or keep and maintain public records required by the public agency to perform the service. If the PCS transfers all public records to the public agency upon completion of the contract, the PCS shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the PCS keeps and maintains public records upon completion of the contract, the PCS shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

IF PCS HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, AND THE PCS'S DUTY TO PROVIDE PUBLIC RECORDS

RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS FOR CAREERSOURCE PASCO HERNANDO AT:

PUBLICRECORDS@CAREERSOURCEPASCOHERNANDO.COM

16228 SPRING HILL DR. BROOKSVILLE, FL 34604

XVIII. Voluntary or Involuntary Dissolution

- A. In the event of the voluntary or involuntary dissolution of PCS's organization PCS shall inform CSPH within twenty-four (24) hours of PCS's knowledge of its intent to dissolve or of the involuntary dissolution of their organization, and prior to actual dissolution, agrees to allow CSPH to arrange for an immediate audit or review of the PCS's expenditures in the delivery of services under this Contract. CSPH may also request or make provisions for the preservation of all records pertaining to the Contract and any amendments hereto.
- B. In the event of the voluntary or involuntary termination of this Contract, for any reason as described in this Contract, PCS shall allow CSPH at its sole expense to arrange for an immediate audit or review of the Contract expenditures in delivery of services under this Contract. CSPH may also request or make provisions for the preservation of all records pertaining to the program(s) funded by this Contract and any amendments hereto.
- C. Notice required by this section shall be in writing and in accordance with the Notice provisions in Section XV herein.

XIX. Dispute Resolution

- A. This Contract shall be governed and construed according to the laws of the State of Florida, Venue for litigation concerning this Contract shall be in Pasco and/or Hernando County, Florida.
- B. The parties agree to use best efforts to negotiate to resolve all differences. Each party shall provide written notice which can include notice via email to the other party of any dispute, except disputes related to invoices which is addressed in Section IV Compensation, regarding this Contract within five (5) days of that party becoming aware of the dispute. The receiving party must in turn respond in writing no later than 15 days from the date of receipt. The parties shall first attempt to resolve their dispute informally.

XX. Public Entity Crimes and Discriminatory Vendor

- A. PCS represents that the execution of this Contract will not violate the Public Entity Crime Act (Section 287.133, Florida Statutes), which provides that a person or affiliate who is a PCS, consultant, or other provider and who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to CSPH, may not submit a bid on a contract with CSPH for the construction or

repair of a public building or public work, may not submit bids on leases of real property to CSPH, may not be awarded or perform work as a PCS, supplier, subcontractor, or consultant under a contract with CSPH, and may not transact any business with CSPH in excess of the threshold amount provided in Section 287.017, Florida Statutes, for category two (2) purchases for a period of thirty-six (36) months from the date of being placed on the convicted vendor list. Violation of this section shall result in termination of this Contract and recovery of all monies paid by CSPH pursuant to this Contract and may result in debarment from CSPH's competitive procurement activities.

B. PCS further represents that there has been no determination, based on an audit, that it committed an act defined by Section 287.133, Florida Statutes, as a "public entity crime" and that it has not been formally charged with committing an act defined as a "public entity crime" regardless of the amount of money involved or whether PCS has been placed on the convicted vendor list

C. PCS represents that it has not been placed on the discriminatory vendor list (as provided in Section 287.134, Florida Statutes). CSPH hereby materially relies on such representation in entering into this Contract. An untrue representation of the foregoing shall entitle CSPH to terminate this Contract and recover from PCS all monies paid by CSPH pursuant to this Contract and may result in debarment from CSPH's competitive procurement activities.

XXI. Vested Powers

All powers not explicitly vested in PCS by this Contract will remain with CSPH.

XXII. Information Resource Acquisition

PCS shall obtain prior written approval from the appropriate CSPH approving authority for the purchase of any Information Technology that is made as part of this Contract.

XXIII. Excess Payment

PCS agrees, upon receipt of a written request from CSPH to return to CSPH any fees paid by CSPH to PCS which may have been erroneously paid and/or in excess of the fees owing to PCS under this Contract.

XXIV. Final Invoice

PCS shall submit the final invoice for payment to the CSPH no later than sixty (60) days after the Contract ends or is terminated. If PCS fails to do so, all rights to payment are forfeited and the CSPH will not honor any requests submitted after the aforesaid time period. Any payment due under the terms of this Contract may be withheld at any time until all reports due from the PCS and necessary adjustments hereto have been approved by the CSPH.

XXV. Patents, Copyrights, and Royalties

A. Pursuant to Section 286.021, F.S., if any discovery or invention arises or is developed in the course or as a result of work or services performed with funds from this Contract, the PCS shall refer the discovery or invention to the CSPH who will refer it to the Department

of State to determine whether patent protection will be sought in the name of the State of Florida. Any and all patent rights accruing under or in connection with the performance of the Contract are hereby reserved to the State of Florida.

- B. In the event that any books, manuals, films, or other copyrightable materials are produced the PCS shall notify the CSPH. Any and all copyrights accruing under or in connection with the performance funded by this Contract are hereby reserved to the State of Florida.

END OF CONTRACT

IN WITNESS WHEREOF, the parties agree to the terms and conditions and herein have executed this Agreement as the day, and year noted above.

Witness:

Signature

Print Name

Pasco County Schools

Signature

Dr. John Legg, Superintendent of Schools

Print Name/Title

Witness:

Signature

Print Name

Pasco-Hernando Workforce Board, Inc.

Signature

Print Name/ Title

Exhibit A

Scope of Work

PCS will effectively and efficiently spearhead regional efforts to develop, expand, and support registered apprenticeship and pre-apprenticeship programs in Pasco and Hernando counties.

- Integrate Pasco- Hernando-based employers and apprenticeship partners into outreach and data-gathering efforts. This includes employers, industry associations, economic development partners, small business groups, educational partners, existing Registered Apprenticeship Programs (RAP) sponsors and community-based organizations to identify and expand the use of RAPs.
- Serve as a regional convener, bringing together apprenticeship sponsors, K-12, public and private education providers (including technical colleges and universities), and workforce intermediaries. Convene/ survey regional employers inclusive of both Pasco and Hernando counties.
- Create and catalog active apprenticeship programs and employer partners across both Pasco and Hernando counties. Provide list and website links to PHWB. Maintain and update quarterly. Coordinate with the Department of Education, Florida Apprenticeship Office, and local Pasco and Hernando Chambers of Commerce to ensure accuracy and regular updates of programs.
- Provide information with a focus on the seven (7) targeted industry sectors: Manufacturing, Construction, Healthcare, Retail Trade, Information Technology, Finance, and Transportation & Distribution.
- Utilize existing workgroups such as LCAN and the Education and Industry Consortium.
- Produce an annual Regional Apprenticeship Unified Plan/DRAFT to include action steps, timelines, and key partners for implementation which:
 - o Maps current Pasco and Hernando program offerings to employer needs,
 - o Identifies gaps and emerging industry trends,
 - o Recommend strategies for launching new employer-driven apprenticeship pathways.
- Coordinate with local, regional or state CareerSource Florida staff to support RAP employers and apprentices utilizing WIOA funding and services including support for the apprentice's related instruction with ITAs, the on the job learning with on-the-job training or other work-based training, and supportive services, including support for books, uniforms, tools, transportation, etc.
- Share the many resources available through Apprentice Florida and other CareerSource Florida or Florida Department of Education's marketing and communications materials.

- Work closely with Florida Department of Education Apprenticeship Training Representatives (ATR) on a regular basis to learn about existing programs, assist in connecting employers to existing RAPs, develop or participate in apprenticeship accelerators and other apprenticeship events in the area, and introduce employers interested in RAPs to the ATR to begin the process of registering new programs.
- Attend technical support meetings with CareerSource Florida, Inc. and Florida Commerce.
- Develop expertise regarding the operation of RAPs and maintaining resources for the benefit of the workforce system and its partners. Such resources include work processes, labor market data, and existing toolkits useful to targeted sector employers.
- Engage community-based and service agency professionals in all counties within their network to enhance access to apprenticeship opportunities for members of underrepresented populations.
- Develop and submit a comprehensive monthly engagement report with invoice to PHWB.

PCS- PHWB APPRENTICESHIP COORDINATION- Separate Service by County (Pasco/Hernando)	00/00/2026 Monthly Report
Convening and/or surveying of employers, educational institutions, apprenticeship partners and workforce intermediaries for data gathering efforts.	Update:
Catalog of active apprenticeship programs. Provide list and website links to PHWB. Maintain and update quarterly.	Update:
Provide information with a focus on the seven (7) targeted industry sectors: Manufacturing, Construction, Healthcare, Retail Trade, Information Technology, Finance, and Transportation & Distribution.	Update:
Interaction with LCAN and the Education and Industry Consortium.	Update:
Other Activities	Update:
Development of Unified Plan	Update:

Exhibit B
Budget - Modification

Amount not to exceed \$50,000 from 07/01/2026-06/30/2027 PCS will be responsible for any amount over \$50,000. All invoices will include the information found under III. Contract Type and Payment.

PASCO-HERNANDO WORKFORCE BOARD, INC. Budget Forms – RFP # 012025-052025
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Budget Item	Annual Cost	In-Kind	How Cost Determined	Justification	(For Board Use Only) Cost/Price Analysis		
					Reas.	Nec.	Basis
Salary: Program Coordinator <i>(07/01/2026-06/30/2027)</i> Prorated Salary: Retirement: FICA: Benefits: Worker Comp: Unemployment: Total:			Pasco County Schools Administrative Professional/Technical Salary Schedule	This position would coordinate the implementation of the regional apprenticeship initiative as a workforce strategy to develop a skilled, homegrown talent pipeline, address staffing shortages, and provide students and potential future employees with hands-on training that leads to sustainable careers within the districts, community, and will ultimately strengthen the local Pasco-Hernando economy.			
Profit/Program Income (%)							
TOTAL COST (100%)							

ACTION ITEM 5
Targeted Occupations List 2025-2026 and 2026-2027

The Workforce Innovation and Opportunity Act (WIOA) requires Local Workforce Development Boards (LWDBs) to carry out the functions identified under Section 107(d) of WIOA, including the use of a Targeted Occupations List (TOL) to support workforce investment and training activities.

During a recent review of Board records, it was identified that the Program Year (PY) 2025-2026 Targeted Occupations List was utilized in the administration of workforce programs but was not formally presented to the Board for approval prior to implementation. Legal counsel has advised that the Board may take action pursuant to Sections 607.0147 and 607.0148, Florida Statutes, to formally approve the PY 2025-2026 TOL.

The PY 2025-2026 Targeted Occupations List became effective July 1, 2025, and was implemented utilizing the FloridaCommerce-approved list. No local additions, deletions, or modifications were made to the state-approved occupations list.

Approval of this action will formally document Board authorization of the PY 2025-2026 Targeted Occupations List and ensure Board records accurately reflect its use during the program year.

Additionally, FloridaCommerce annually publishes statewide and regional demand occupations lists for use by Local Workforce Development Boards in developing and maintaining their Targeted Occupations Lists. To support continuity of services and timely program administration, staff is requesting authorization to utilize the FloridaCommerce-issued Program Year 2026-2027 Targeted Occupations List upon release, provided no local additions, deletions, or modifications are made.

Should staff determine that local labor market conditions warrant additions, deletions, or modifications to the FloridaCommerce-issued list, the proposed Local Targeted Occupations List will be presented to the Board for review and approval prior to implementation.

FOR CONSIDERATION

Recommend approval of the Program Year 2025-2026 Targeted Occupations List effective July 1, 2025, and authorization for CareerSource Pasco Hernando to utilize the FloridaCommerce-issued Program Year 2026-2027 Targeted Occupations List upon release. Any proposed local additions, deletions, or modifications to the FloridaCommerce-issued list shall be presented to the Board for review and approval prior to implementation.

**2025-2026 Regional Demand Occupations List**

All Occupations Sorted by Occupational Title

Workforce Development Area 16 Pasco Hernando**Workforce Estimating Conference Selection Criteria:**

- 1 LMEC Educational Requirements: 3 (Some College, No Degree), 4 (Postsecondary Non-Degree Award), 5 (Associate Degree), or 6 (Bachelor's Degree)
- 2 30 annual openings and positive growth
- 3 Mean Wage of \$18.51/hour and Entry Wage of \$15.04/hour
- 4 High Skill/High Wage (HSHW) Occupations:
Mean Wage of \$28.98/hour and Entry Wage of \$18.51/hour

SOC Code*	HSHW**	Occupation Title*	Annual % Growth	Annual Openings	2024 Hourly Wage Mean	2024 Hourly Wage Entry	Training Code	In Targeted Industry?	Qualifying Level***
132011	HSHW	Accountants and Auditors	1.28	143	38.75	24.29	6	Yes	R
272011		Actors	N/A	N/A	N/A	N/A	3	No	S
113012	HSHW	Administrative Services Managers	1.72	13	44.30	25.26	6	Yes	N
173011	HSHW	Architectural and Civil Drafters	1.70	9	28.27	18.44	5	Yes	S
271011	HSHW	Art Directors	N/A	N/A	N/A	N/A	6	Yes	N
493023		Automotive Service Technicians and Mechanics	1.33	209	25.07	16.57	4	No	R
433031		Bookkeeping, Accounting, and Auditing Clerks	1.25	318	24.29	17.09	3	Yes	R
493031	HSHW	Bus and Truck Mechanics and Diesel Engine Specialists	0.94	21	26.03	18.78	4	Yes	S
131199	HSHW	Business Operations Specialists, All Other	1.58	88	44.88	22.18	6	Yes	R
131020	HSHW	Buyers and Purchasing Agents	1.27	43	36.94	22.07	6	Yes	R
472031		Carpenters	1.24	148	23.65	17.44	4	No	R
351011	HSHW	Chefs and Head Cooks	1.31	38	32.22	23.22	5	No	R
111011	HSHW	Chief Executives	1.29	32	69.80	21.09	6	Yes	R
211021		Child, Family, and School Social Workers	1.28	41	28.11	20.61	6	No	R
172051	HSHW	Civil Engineers	1.83	22	48.65	33.08	6	Yes	S
131031	HSHW	Claims Adjusters, Examiners, and Investigators	2.17	27	37.75	22.96	3	Yes	S
292010		Clinical Laboratory Technologists and Technicians	0.67	106	29.33	18.44	5	No	R
211099		Community and Social Service Specialists, All Other	1.48	14	24.86	19.86	6	No	N
211094		Community Health Workers	N/A	N/A	N/A	N/A	6	No	N
131141	HSHW	Compensation, Benefits, and Job Analysis Specialists	1.95	6	34.49	24.35	6	Yes	S
131041	HSHW	Compliance Officers	2.12	41	34.06	21.61	6	Yes	R
113021	HSHW	Computer and Information Systems Managers	1.62	17	75.66	48.78	6	Yes	S
151241	HSHW	Computer Network Architects	1.56	6	54.88	33.71	6	Yes	S
151231	HSHW	Computer Network Support Specialists	2.18	12	35.48	23.57	5	Yes	S
151299	HSHW	Computer Occupations, All Other	2.13	30	33.83	14.18	6	Yes	S
151251	HSHW	Computer Programmers	1.84	6	37.99	25.99	6	Yes	S
151211	HSHW	Computer Systems Analysts	1.64	20	43.28	29.12	6	Yes	S
151232		Computer User Support Specialists	1.30	58	26.63	18.04	4	Yes	R
492011		Computer, Automated Teller, and Office Machine Repairers	1.17	17	N/A	N/A	4	Yes	S
474011	HSHW	Construction and Building Inspectors	1.69	35	30.19	22.33	4	Yes	R
119021	HSHW	Construction Managers	1.11	85	52.39	24.59	6	No	R
131051	HSHW	Cost Estimators	1.11	29	36.93	22.72	6	Yes	S
434031		Court, Municipal, and License Clerks	2.23	39	21.39	17.92	3	No	R
152051	HSHW	Data Scientists	2.13	8	52.54	28.18	6	Yes	S
319091		Dental Assistants	1.64	84	22.69	18.36	4	No	R
291292	HSHW	Dental Hygienists	1.60	33	42.04	37.69	5	No	R
472111		Electricians	0.12	85	26.69	20.24	4	No	R
252021	HSHW	Elementary School Teachers, Except Special Education	1.22	176	30.05	23.82	6	No	R
292042		Emergency Medical Technicians	2.67	39	22.64	17.76	4	No	R
436011	HSHW	Executive Secretaries and Executive Administrative Assistants	1.51	41	31.52	21.76	3	Yes	R
132051	HSHW	Financial and Investment Analysts	1.52	11	39.89	27.83	6	Yes	N
113031	HSHW	Financial Managers	1.56	47	73.91	38.82	6	Yes	R
132099	HSHW	Financial Specialists, All Other	1.99	8	33.45	20.66	6	Yes	N
332011		Firefighters	2.27	67	24.57	18.99	4	No	R
471011	HSHW	First-Line Supervisors of Construction Trades and Extraction Workers	1.09	150	36.03	23.81	3	No	R
391014		First-Line Supervisors of Entertainment and Recreation Workers, Except Gambling Services	N/A	N/A	N/A	N/A	3	No	N
371012		First-Line Supervisors of Landscaping, Lawn Service, and Groundskeeping Workers	1.14	55	25.73	18.23	3	No	R
491011	HSHW	First-Line Supervisors of Mechanics, Installers, and Repairers	0.94	71	36.37	24.12	3	No	R
411012	HSHW	First-Line Supervisors of Non-Retail Sales Workers	1.37	51	42.36	26.64	3	Yes	R
431011	HSHW	First-Line Supervisors of Office and Administrative Support Workers	N/A	N/A	N/A	N/A	3	Yes	S
391022		First-Line Supervisors of Personal Service Workers	1.00	28	24.61	16.39	3	No	N
511011	HSHW	First-Line Supervisors of Production and Operating Workers	0.64	47	32.76	21.53	3	Yes	R
411011		First-Line Supervisors of Retail Sales Workers	1.25	304	24.54	16.38	3	No	R
531047	HSHW	First-Line Supervisors of Transportation and Material Moving Workers, Except Aircraft Cargo Handling Supervisors	N/A	N/A	N/A	N/A	3	Yes	S
119051	HSHW	Food Service Managers	1.37	87	30.94	19.74	3	No	R
111021	HSHW	General and Operations Managers	1.36	427	58.45	24.59	6	Yes	R
271024	HSHW	Graphic Designers	0.92	26	28.67	19.56	6	Yes	S
251071	HSHW	Health Specialties Teachers, Postsecondary	N/A	N/A	N/A	N/A	6	No	N
292099		Health Technologists and Technicians, All Other	1.89	38	21.27	17.94	4	No	R
499021		Heating, Air Conditioning, and Refrigeration Mechanics and Installers	-0.09	125	25.00	19.52	4	No	S
533032		Heavy and Tractor-Trailer Truck Drivers	1.33	380	25.79	19.22	4	Yes	R
434161		Human Resources Assistants, Except Payroll and Timekeeping	2.78	10	22.78	17.98	5	Yes	S
113121	HSHW	Human Resources Managers	1.74	7	59.00	33.29	6	Yes	S
131071	HSHW	Human Resources Specialists	1.28	94	32.94	19.16	6	Yes	R
172112	HSHW	Industrial Engineers	0.63	8	45.08	25.46	6	Yes	S
499041	HSHW	Industrial Machinery Mechanics	0.86	27	26.81	18.87	4	Yes	S
151212	HSHW	Information Security Analysts	2.59	8	49.60	29.06	6	Yes	S
519061		Inspectors, Testers, Sorters, Samplers, and Weighers	0.88	35	23.72	16.54	4	Yes	R
413021	HSHW	Insurance Sales Agents	1.53	83	37.11	19.93	4	Yes	R

132053	HSHW	Insurance Underwriters	N/A	N/A	N/A	N/A	6	Yes	S
271025		Interior Designers	1.33	9	N/A	N/A	6	Yes	S
436012		Legal Secretaries and Administrative Assistants	1.45	18	N/A	N/A	3	Yes	S
292061	HSHW	Licensed Practical and Licensed Vocational Nurses	1.12	100	29.03	24.79	4	No	R
132072	HSHW	Loan Officers	1.30	27	40.29	19.22	6	Yes	S
131081	HSHW	Logisticians	1.72	11	36.26	22.67	6	Yes	S
514041		Machinists	1.04	26	23.22	17.47	4	Yes	N
131111	HSHW	Management Analysts	1.83	105	47.20	25.56	6	Yes	R
119199	HSHW	Managers, All Other	1.19	46	45.35	21.18	6	No	R
131161	HSHW	Market Research Analysts and Marketing Specialists	1.30	92	36.03	21.71	6	Yes	R
112021	HSHW	Marketing Managers	2.00	16	68.06	35.21	6	Yes	S
319011		Massage Therapists	1.29	34	25.60	17.54	4	No	R
172141	HSHW	Mechanical Engineers	0.85	6	44.66	29.25	6	Yes	N
119111	HSHW	Medical and Health Services Managers	1.47	96	56.10	27.64	6	No	R
319092		Medical Assistants	1.87	348	20.42	17.36	4	No	R
499062	HSHW	Medical Equipment Repairers	1.03	8	28.31	18.25	5	Yes	N
292072		Medical Records Specialists	1.47	29	25.47	18.21	4	Yes	S
191042	HSHW	Medical Scientists, Except Epidemiologists	N/A	N/A	N/A	N/A	6	Yes	N
436013		Medical Secretaries and Administrative Assistants	1.71	260	20.20	16.70	3	No	R
131121		Meeting, Convention, and Event Planners	1.52	8	26.90	14.25	6	No	N
211023	HSHW	Mental Health and Substance Abuse Social Workers	1.56	16	25.12	19.17	6	No	N
252022	HSHW	Middle School Teachers, Except Special and Career/Technical Education	1.26	91	30.57	24.23	6	No	R
493051		Motorboat Mechanics and Service Technicians	N/A	N/A	N/A	N/A	4	Yes	S
272042	HSHW	Musicians and Singers	N/A	N/A	N/A	N/A	3	No	S
151244	HSHW	Network and Computer Systems Administrators	1.98	21	45.26	27.29	6	Yes	S
195011	HSHW	Occupational Health and Safety Specialists	N/A	N/A	N/A	N/A	6	Yes	S
312011	HSHW	Occupational Therapy Assistants	2.27	23	34.26	28.64	5	No	S
439199		Office and Administrative Support Workers, All Other	1.74	18	23.56	17.63	3	No	S
152031	HSHW	Operations Research Analysts	1.44	5	33.06	21.32	6	Yes	S
292057		Ophthalmic Medical Technicians	N/A	N/A	N/A	N/A	4	No	S
232011		Paralegals and Legal Assistants	1.34	49	27.06	17.95	5	Yes	R
433051		Payroll and Timekeeping Clerks	1.51	29	23.06	16.90	3	Yes	S
132052	HSHW	Personal Financial Advisors	1.07	33	55.47	23.53	6	No	R
292052		Pharmacy Technicians	1.25	117	21.17	16.66	4	No	R
319097		Phlebotomists	1.61	40	19.66	17.15	4	No	R
312021	HSHW	Physical Therapist Assistants	2.06	42	32.56	26.63	5	No	R
472152		Plumbers, Pipefitters, and Steamfitters	0.00	64	25.58	19.37	4	No	S
333051	HSHW	Police and Sheriff's Patrol Officers	2.16	143	33.02	25.96	5	No	R
272012	HSHW	Producers and Directors	1.01	6	38.12	20.99	6	Yes	N
435061		Production, Planning, and Expediting Clerks	1.57	41	26.17	18.15	3	Yes	R
131082	HSHW	Project Management Specialists	1.33	79	46.36	28.04	6	Yes	R
132020	HSHW	Property Appraisers and Assessors	1.45	15	34.72	19.71	6	No	S
119141	HSHW	Property, Real Estate, and Community Association Managers	0.63	48	39.38	21.81	6	No	R
292053		Psychiatric Technicians	1.23	29	20.04	17.33	4	No	S
273031	HSHW	Public Relations Specialists	1.66	36	31.01	21.34	6	Yes	R
419021		Real Estate Brokers	0.79	8	N/A	N/A	4	No	S
419022		Real Estate Sales Agents	0.70	114	34.08	16.85	4	No	R
291141	HSHW	Registered Nurses	0.98	382	42.19	34.13	6	No	R
291126	HSHW	Respiratory Therapists	0.60	12	39.67	32.51	5	No	N
112022	HSHW	Sales Managers	1.61	40	65.69	30.61	6	Yes	R
413091		Sales Representatives of Services, Except Advertising, Insurance, Financial Services, and Travel	1.45	174	33.75	17.51	6	Yes	R
414012		Sales Representatives, Wholesale and Manufacturing, Except Technical and Scientific Products	1.20	149	33.93	18.15	3	Yes	R
414011	HSHW	Sales Representatives, Wholesale and Manufacturing, Technical and Scientific Products	1.34	39	52.33	22.84	6	Yes	R
252031	HSHW	Secondary School Teachers, Except Special and Career/Technical Education	1.23	120	31.36	25.10	6	No	R
413031	HSHW	Securities, Commodities, and Financial Services Sales Agents	0.74	56	30.78	21.98	6	No	R
492098		Security and Fire Alarm Systems Installers	1.06	12	N/A	N/A	4	No	S
119151	HSHW	Social and Community Service Managers	1.26	23	35.69	22.23	6	No	N
211093		Social and Human Service Assistants	1.64	49	21.71	14.81	3	No	S
151252	HSHW	Software Developers	1.71	48	60.60	36.92	6	Yes	R
151253	HSHW	Software Quality Assurance Analysts and Testers	1.93	10	43.82	36.80	6	Yes	S
252052		Special Education Teachers, Kindergarten and Elementary School	1.14	12	N/A	N/A	6	No	S
252058	HSHW	Special Education Teachers, Secondary School	N/A	N/A	N/A	N/A	6	No	S
271014	HSHW	Special Effects Artists and Animators	N/A	N/A	N/A	N/A	6	No	N
211018	HSHW	Substance Abuse, Behavioral Disorder, and Mental Health Counselors	1.48	40	29.36	19.75	6	No	R
173031		Surveying and Mapping Technicians	1.83	18	26.73	18.97	5	Yes	S
253099		Teachers and Instructors, All Other	0.75	24	31.94	22.81	6	No	N
492022	HSHW	Telecommunications Equipment Installers and Repairers, Except Line Installers	0.07	35	30.44	24.40	4	No	R
499052		Telecommunications Line Installers and Repairers	N/A	N/A	N/A	N/A	4	No	S
131151		Training and Development Specialists	1.93	38	31.41	16.76	6	Yes	R
113071	HSHW	Transportation, Storage, and Distribution Managers	0.78	12	48.79	25.60	6	Yes	N
413041		Travel Agents	N/A	N/A	N/A	N/A	3	No	S
292056		Veterinary Technologists and Technicians	2.68	46	21.04	17.18	5	Yes	R
518031		Water and Wastewater Treatment Plant and System Operators	1.30	35	25.95	20.04	4	No	R
151255	HSHW	Web and Digital Interface Designers	0.00	1	41.90	21.01	5	Yes	N
151254	HSHW	Web Developers	0.74	4	43.28	21.41	5	Yes	N
514121		Welders, Cutters, Solderers, and Brazers	0.94	34	24.09	18.85	4	Yes	R

*SOC Code and Occupational Title refer to Standard Occupational Classification codes and titles.

**HSHW = High Skill/High Wage.

***Qualifying Level:

R = Meets regional wage and openings criteria based on state Labor Market Statistics employer survey data.

S = Meets statewide wage and openings criteria based on state Labor Market Statistics employer survey data.

N = Meets national wage and openings criteria based on national Labor Market Statistics employer survey data.

N/A = Not available/releasable.

LMEC = Labor Market Estimating Conference

ACTION ITEM 6
Training Provider Agreement for
Fred K. Marchman Technical College

The Pasco Hernando Workforce Board (PHWB) under the Workforce Innovation Opportunity Act (WIOA) must approve training providers where WIOA funds are used. All contracts with organizations or individuals currently serving as Directors of PHWB shall require a two-thirds vote of the Board, quorum having been established. Florida Commerce has recommended PHWB to use the attached agreement to ensure compliance and set a maximum dollar amount for the program year.

Fred K. Marchman submitted an application to continue to be an approved training provider for 2026-2027 program year and is in good standing with the Board and the State of Florida. The maximum dollar amount is set at \$250,000 in an effort to enroll customers in a timely manner without having to return multiple times for board approval.

Approval of this agreement remains contingent upon receipt of all required FloridaCommerce approvals and confirmation that the Board-approved Program Year 2026-2027 Targeted Occupations List (TOL) does not require modification that would affect the provider's approved programs.

Upon receipt of FloridaCommerce approval and completion of the Board's review and approval of the Program Year 2026-2027 TOL without modification affecting the provider's eligibility, staff will execute the attached Training Provider Agreement. Should FloridaCommerce approval not be received or should modifications to the TOL be required that impact the provider's approved programs, staff will take the appropriate corrective actions necessary to ensure compliance and will return the matter to the Board for further consideration and approval as needed.

FOR CONSIDERATION

Approval of Fred K. Marchman Technical College to continue as an Eligible Training Provider for Program Year 2026-2027, with a maximum agreement amount of \$250,000, contingent upon the conditions outlined above and the receipt of all required approvals from FloridaCommerce for the related-party transaction.

Training Provider

Institution
Street Address
Contact Person
Contact Email
Contact Phone Number

Fred K. Marchman Technical College
 7825 Campus Drive, New Port Richey, FL 34653
 Stacie Reinhart
sreinhar@pasco.k12.fl.us
 727-774-1729

Please list the information for each training you currently have on the CareerSource Pasco Hernando training list along with any new you will be applying for.
 (If you need to add additional columns please do so)

		1	2	3	4	5	6	7	8	9	10	11	
	Program Title	Applied Cybersecurity	Computer Systems and Information Technology	Cosmetology	Digital Cinema Production	Electricity	Heating Ventilation Air-Conditioning/ Refrigeration	Marine Service Technologies	Master Automotive Service Technology	Patient Care Technician	Professional Culinary Arts and Hospitality	Specialized Career Instruction - Comprehensive	Welding Technology
1													
2	SOC	15-1122	15-1152, 15-1142, 15-1212	39-5012	27-2012, 27-4011, 27-4031, 27-4032	47-3013, 47-2111	49-9021	49-3051	49-3023	31-1014, 31-1011, 31-9099, 29-2099	35-2021, 35-2014, 35-1011, 11-9051	39-5012, 49-9021, 31-1131, 35.1011	51-9198, 51-4121
3	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	License #												
5	Tuition	\$2,190.00	\$2,628.00	\$3,504.00	\$3,066.00	\$3,504.00	\$3,942.00	\$3,942.00	\$5,256.00	\$1,752.00	\$3,504.00	\$2,628.00	\$3,066.00
6	Expiration Date												
7	Book Cost	\$0.00	\$0.00	\$200.00	\$60.00	\$559.00	\$589.00	\$265.00	\$185.00	\$388.00	\$307.00	\$247.00	\$200.00
8	Lab Fee	\$200.00	\$180.00	\$500.00	\$300.00	\$1,050.00	\$600.00	\$975.00	\$1,200.00	\$100.00	\$1,800.00	\$200.00	\$2,400.00
9	Physical/ Medical Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10	Uniforms	\$30.00	\$0.00	\$140.00	\$50.00	\$90.00	\$50.00	\$100.00	\$550.00	\$0.00	\$155.00	\$87.00	\$60.00
11	Certification, Licensure or Testing Cost	\$524.00	\$244.00	\$110.00	\$333.00	\$113.00	\$394.00	\$1,636.00	\$360.00	\$615.00	\$53.00	\$219.00	\$390.00
12	Other Costs	\$1,150.00	\$493.00	\$1,580.00	\$2,921.00	\$880.00	\$1,427.00	\$2,115.00	\$1,340.00	\$337.00	\$475.00	\$295.00	\$615.00
	Total Cost	\$4,094.00	\$3,545.00	\$6,034.00	\$6,730.00	\$6,196.00	\$7,002.00	\$9,033.00	\$8,891.00	\$3,192.00	\$6,294.00	\$3,676.00	\$6,731.00
	For July 2025 through June 2026												
13	Is program eligible for Pell Grant	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
14	Total number of persons enrolled in training program 2025/2026	14	11	64	9	19	30	13	19	16	16	5	37
15	Total number of WIOA funded persons enrolled in training program. 2025/2026	0	0	0	0	0	0	0	0	0	0	0	0
15 a	Total number of WIOA funded persons enrolled in training program. 2024/2025	0	0	0	0	0	0	0	0	0	0	0	0
16	Total number of WIOA funded persons from CareerSource Pasco Hernando enrolled in training program. 2024-2026 (this is a two year period)	0	0	0	0	0	0	0	0	0	0	0	0
17	Total number of persons completing this training program 2024-2026 (this is a two year period)												
18	Total number of WIOA funded persons completing this training program 2023-2025 (this is a two year period)	0	0	0	0	0	0	0	0	0	0	0	0
19	Total number of WIOA funded persons from CareerSource Pasco Hernando completing this training 2023 - 2025 (this is a two year period)	0	0	0	0	0	0	0	0	0	0	0	0
20	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2024-2026 (this is a two year period)												

21	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)	0	0	0	0	0	0	0	0	0	0	0	0
22	Total number of WIOA funded persons from CareerSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)	0	0	0	0	0	0	0	0	0	0	0	0
23	Total number of persons employed after completing the training program 2024-2026 (this is a two year period)												
24	Total number of WIOA funded persons employed after completing the training program 2023-2025 (this is a two year period)	0	0	0	0	0	0	0	0	0	0	0	0
25	Total number of WIOA funded persons from CareerSource Pasco Hernando employed after completing the training program 2023-2025 (this is a two year period)	0	0	0	0	0	0	0	0	0	0	0	0
		1	3	4	5	7	8	9	10	11	12	13	14
A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	Certificate of Completion	Certificate of Completion	Certificate of Completion and Cosmetology License	Certificate of Completion	Certificate of Completion	Certificate of Completion	Certificate of Completion	Certificate of Completion	Certificate of Completion, CNA License, PCT Certificate	Certificate of Completion	Certificate of Completion	Certificate of Completion
B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	No	No	No	No	No	No	No	No	No	No	No	No
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use 4-Digit NAICS Codes)												
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training.	High School Diploma or GED	High School Diploma or GED	High School Diploma or GED	High School Diploma or GED	High School Diploma or GED	High School Diploma or GED	High School Diploma or GED	High School Diploma or GED	High School Diploma or GED	High School Diploma or GED	High School Diploma or GED	High School Diploma or GED
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	151121, 151199, 151122	151199, 151151, 151142, 319097		274011	472111	499021	493051	493023	292099, 292010, 319092	351011, 119051		514121, 472221



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Training Provider Agreement- Renewal

This Training Provider Agreement is by and between **Pasco Hernando Workforce Board, Inc.. d/b/a CareerSource Pasco Hernando**, hereinafter referred to as **CareerSource Pasco Hernando** and **Fred K. Marchman Technical College** hereinafter referred to as the Training Provider.

Whereas, CareerSource Pasco Hernando has available funding for certain training of eligible individuals under the Workforce Innovation Opportunity Act (WIOA), Temporary Assistance for Needy Families (TANF), Trade Adjustment Act (TAA), Supplemental Nutritional Assistance Program (SNAP), and other special project training funds and;

Whereas, in response to the training needs of youth and unskilled and/or dislocated workers in Pasco and Hernando Counties, CareerSource Pasco Hernando may request from time to time that the Training Provider provide certain prescribed training to eligible individuals referred by CareerSource Pasco Hernando, and;

Whereas, the Training Provider agrees to provide the above referenced training, subject to the terms and conditions set forth hereinafter, and;

Whereas, this Agreement summarizes the agreement of CareerSource Pasco Hernando and the Training Provider as to the training program(s) to be provided to those eligible individuals referred by CareerSource Pasco Hernando staff and accepted by the Training Provider and the operating procedures governing payment for that training program, and;

Whereas, authorized CareerSource Pasco Hernando staff acts as the referral agent for CareerSource Pasco Hernando customers, and;

Whereas, CareerSource Pasco Hernando is authorized to make payment of tuition, fees, materials, supplies, etc.;

Now, therefore, the following General Provisions are hereby agreed to by the parties.

A. STATEMENT OF WORK

1. Eligible individuals referred by CareerSource Pasco Hernando staff to the Training Provider shall be enrolled only in the approved training course(s) and only for the designated period of time specified on the CareerSource Pasco Hernando Individual Training Account Voucher. At no time can the Training Provider allow CareerSource Pasco Hernando student to switch training programs or to extend their training at CareerSource Pasco Hernando cost, without written approval via the issuance of an updated Training Voucher from CareerSource Pasco Hernando and/or its designated contractors.

The tuition charged shall be based on the tuition submitted with the Training Provider's Application, less applicable discounts for these courses. CareerSource Pasco Hernando cannot pay other fees that are not specified in this Agreement or on the Individual Training Account Voucher.

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2. For individuals requiring a renewal of their CareerSource Pasco Hernando Individual Training Account Voucher, such voucher shall not be issued until receipt of transcript or an acceptable form of progress report. CareerSource Pasco Hernando students shall be eligible for program completion in accordance with the same standards as the general student population of Training Provider.
3. The Training Provider shall provide the course(s) as specified in the approved Program Description. The Training Provider shall notify CareerSource Pasco Hernando of any changes in the approved Program Descriptions prior to the enrollment of any individual referred by CareerSource Pasco Hernando staff.
4. It is understood and agreed that WIOA customers will receive a comprehensive objective assessment and individual service strategy by CareerSource Pasco Hernando to determine the most appropriate training for each individual. Only those customers determined to be in need of training through this objective assessment will be referred to the Training Provider by CareerSource Pasco Hernando. Neither the Training Provider nor the customer is authorized to enroll the customer into additional training courses or programs without prior written consent of CareerSource Pasco Hernando staff.
5. All CareerSource Pasco Hernando students, regardless of program, but including those students eligible for WIOA or welfare transition assistance, shall not be discriminated against in receipt of such financial aid solely on their status as CareerSource Pasco Hernando customers. CareerSource Pasco Hernando students, including WIOA/welfare transition customers, shall be afforded all the rights, privileges, and benefits available to the general student population of the Training Provider. The Training Provider agrees that each individual referred by the CareerSource Pasco Hernando staff for training will be evaluated for all financial aid eligibility normally available to other students.
6. The Training Provider shall adhere to the Workforce Innovation and Opportunity Act (WIOA) as to the disposition of the Pell Grant for individual customers. Funds received for Pell eligible customers are authorized to be disbursed to the customer and are not required to be reimbursed to CareerSource Pasco Hernando. Students that applied for and received WIOA funding that are also eligible for Pell may utilize Pell funds for other education related expenses as allowable under Title IV regulation, in addition to tuition, with prior discussion and approval of CareerSource Pasco Hernando.
7. The Training Provider will seek and coordinate other funding sources for WIOA students. The Training Provider agrees to notify CareerSource Pasco Hernando staff in writing on a quarterly basis of any financial aid provided to students. It is the responsibility of the Training Provider to provide sufficient oversight to prevent misapplication of funds, which results in double payment of any charges or the utilization of Federal funds when other funds could have been used for the same purpose. The Individual Training Account Voucher will specify the expenses that will be paid for by CareerSource Pasco Hernando funds.
8. The Training Provider acknowledges and understands that remuneration to attract CareerSource Pasco Hernando students is prohibited.
9. The Training Provider understands that this Agreement does not guarantee any referrals, set aside any training vouchers, or budget any funds whatsoever for the approved training programs offered by the Training Provider and covered by this agreement. All decisions regarding the issuance of a training voucher will be made on a case-by-case basis by CareerSource Pasco Hernando, and/or its contractors, taking into consideration the information available, including the assessed

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needs of the potential trainee, geographical location of the training and the residence of the potential trainee, any additional costs of the training to the trainee, etc. Potential trainees requesting specific training from a pre-selected school will be given a list of approved Training

10. Providers who provide the same type of training in order to allow the potential trainee to research each school before making a final decision. The decision to issue a training voucher to any approved training program at any particular Training Provider is at the sole discretion of CareerSource Pasco Hernando and/or its designated contractors.
11. The Training Provider will be required to submit documentation on an annual basis to include current CIE Licensure, FETPIP report, school catalog and schedule or website link, building facility accessibility checklist, and a copy of the current liability insurance.

B. PERFORMACEREPORTING

Training Providers must supply performance information to the Florida Education and Training Placement Information Program (FETPIP). Reporting to FETPIP is a requirement of this Agreement. The Training Provider shall understand that subsequent eligibility will be based, in part, on data reflecting favorable outcomes as verified by FETPIP.

The Training Provider must agree to track, supply and provide all required performance outcomes to include but not limited to: GPA, progress reports, credentials, certificate of completion to email address: trainingprovider@careersourcepascohernando.com Subject line should include subject matter that is being provided.

As a requirement to maintain subsequent eligibility, the Training Provider is responsible for making arrangements and providing FETPIP with the information that FETPIP requires in a timely manner.

The required performance information will be: Required performance information for all students:

- Program completion rates
- Percentage who obtained unsubsidized employment
- Wages at placement in employment

In order to maintain continued eligibility, Training providers are required to meet the following performance requirements:

- A. Employment rate. Each program will maintain a 70% rate of employment for all students that received CareerSource Pasco Hernando funding assistance. This rate will be inclusive of those that did not complete training. Under this requirement both full and part time employment and employment outside the field of training will be considered as a positive outcome.
- B. Completion Rate. Each program completion will maintain a 65% completion rate per training program.
- C. Wage rate. Currently, each training program must meet the minimum entry level wage rate in effect for the applicable period. This wage rate is adjusted annually by the State based on the Florida Price Index in effect for CareerSource Pasco Hernando.
- D. Enrollments for the addition of new training programs are limited to a maximum of 6-10 (to be determined by Upper Management) until performance is established.

C. AGREEMENT PERIOD

This renewal Agreement will become effective on _____ and remain in effect until _____ with the option to renew for two additional years as long the Training Provider provides annually; performance data, valid licensures, and updated costs for tuition and fees.

A Related Party Training Provider requires annual approval by the board of directors. Failure to respond to request for previous or current participant information will terminate this Agreement. With exception to the above statement of cancellation, this Agreement may be cancelled at any time by either party with thirty (30) days written notice. In the event of such cancellation, there shall be no interruption in services for customers already enrolled in training.

D. PAYMENT AND DELIVERY

1. Tuition payments will be considered only for those individuals referred to the Training Provider by CareerSource Pasco Hernando as evidenced by a valid CareerSource Pasco Hernando Individual Training Account Voucher. Tuition or other payments will be made to Training Provider only for those individuals enrolled in and receiving training.
2. The Training Provider shall forward to CareerSource Pasco Hernando an original, signed and embossed Individual Training Account Voucher and written invoice for this tuition/fee at the time a student begins training and becomes eligible for invoicing. This invoice is payable to the Training Provider upon receipt in accordance with payment procedures listed below.
3. Training Provider shall refund to CareerSource Pasco Hernando such tuition/fees which are paid by CareerSource Pasco Hernando for individuals who enroll in and begin training, but drop out of courses. Refund payment shall never be made to the student for funds
4. The Training Provider agrees that CareerSource Pasco Hernando shall not incur financial liability for students enrolled prior to receipt of a voucher which bears the signature of authorized personnel working on behalf of CareerSource Pasco Hernando. No verbal authorizations for enrollment into training will ever occur under this agreement.
5. CareerSource Pasco Hernando will make all payments for authorized enrollments prior to the termination of this Agreement.
6. Any changes in the Training Provider's tuition and fees must be submitted in writing with justification to CareerSource Pasco Hernando for approval. Changes must be reviewed and accepted by CareerSource Pasco Hernando prior to implementation.
7. With the executed copy of this Agreement, the Training Provider will supply CareerSource Pasco Hernando with a copy of its written policies concerning refunds, cancellations, and withdrawals. These policies must be applied to CareerSource Pasco Hernando students the same as they would apply to any other student. The Training Provider shall, in conformity with the general refund policies of the Training Vender, refund such tuition, books and fees that are paid by CareerSource Pasco Hernando for individuals who enroll in and begin training but drop out of courses or training. The Training Provider agrees not to accept a voucher that was transferred to any other student.
8. The Training Provider acknowledges and understands that under no circumstance can it hold the student accountable for any program costs that are attributable to this Agreement.

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9. Payment Procedure

- a) The Training Provider will receive funds based on the information contained on the Individual Training Account Voucher and from the coordination of other funding sources available to the student. The Training Provider will also provide the information to show if the PELL or any other scholarships have been applied for.
- b) To receive reimbursement, the Training Provider must submit to CareerSource Pasco Hernando an official, Individual Training Account Voucher and invoice supported by back up documentation on costs. All invoices with signed copies of vouchers need to be emailed to invoices@careersourcepascohernando.com.
- c) Individual Training Account Vouchers and invoices accepted for payment will generally be paid within thirty (30) days of receipt.
- d) Individual Training Account Vouchers and invoices not accepted for payment will be returned to the Training Provider with an explanation.

E. RECORDS

1. The Training Provider shall provide to CareerSource Pasco Hernando staff monthly progress reports indicating both the progress and attendance of CareerSource Pasco Hernando students and signed by the student and instructor or qualified school representative.
2. The Training Provider shall notify CareerSource Pasco Hernando staff within 5-10 days of a CareerSource Pasco Hernando student's completion or termination/drop from training program. In such an instance, information concerning the CareerSource Pasco Hernando student's date of employment, wage, job title, CIP code, if known, must also be indicated on the progress report. If the 5-10 business day notification period cannot be met due to extraordinary reasons, it is the responsibility of the Training Provider to communicate this to CareerSource Pasco Hernando and coordinate an alternative option.
3. The Training Provider shall provide CareerSource Pasco Hernando contact information to include an email address, a fax and a phone number for a designated representative of the Training Provider who can respond to requests from CareerSource Pasco Hernando's authorized staff for any monthly progress report, attendance information, completion/termination information, transcripts and/or credentials.
4. The Training Provider shall take any and all necessary steps to insure the confidentiality of personal information including, name, Social Security Number, Social Security benefit data, date of birth, official State or government issued driver's license or identification number, alien registration number, government passport number, employer or taxpayer identification number, home address, phone number and medical information of each trainee receiving a CareerSource Pasco Hernando Training Voucher. This information is considered confidential and all applicable confidentiality policies and laws shall apply. The Training Provider shall also have in place an official process for investigating and reporting lost or stolen confidential information. Any infraction of the Federal Privacy Act related to the lost or stolen of confidential information should immediately be reported to CareerSource Pasco Hernando.
5. At any time during normal business hours and as often as CareerSource Pasco Hernando, the State of Florida, United States Department of Labor, Comptroller General of the United States, or their designated representative may deem necessary, the Training Provider shall make available all such books, documents, papers, and records (including computer records) which are directly

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pertinent to payments made by CareerSource Pasco Hernando to the Training Provider under this agreement, for examination, audit, or for the making of excerpts or copies of such records. This provision shall also include timely and reasonable access to the Training Provider's personnel for the purpose of interviews and discussions related to such documents.

F. AUDITS

If applicable, the Training Provider shall be subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507) and revised OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations" and any other specific requirements imposed by the Board.

G. ASSIGNMENTS AND SUBCONTRACTS

The Training Provider shall not subcontract, assign or transfer any rights or responsibilities under this agreement or any portion thereof without the written approval by CareerSource Pasco Hernando, unless otherwise authorized by this Agreement. A written subcontract must be presented to CareerSource Pasco Hernando for consideration. In no case shall such consent relieve Training Provider from the obligation under or change the terms of this Agreement unless otherwise provided.

H. TERMINATION FOR CONVENIENCE/DEFAULT

1. As noted in Section C, failure to respond to request for previous or current participant information will terminate this Agreement.
2. CareerSource Pasco Hernando or Training Provider may terminate this Agreement for convenience when it is in the best interest of CareerSource Pasco Hernando or Training Provider. CareerSource Pasco Hernando may suspend this Agreement for the purpose of investigating irregularities under this Agreement. Any termination for convenience or suspension will be preceded by written notice setting forth the effective date of said termination or suspension. The termination/suspension shall be effective as of the date the notice is issued and the Training Provider has thirty (30) days after the effective date to bill for payment. The Training Provider shall be entitled to receive just and equitable compensation for any services performed hereunder through the date of termination or suspension.

In the event of termination for whatever reason, both parties agree to negotiate a plan to ensure an orderly transition for customers in training. If the Training Provider elects to remove themselves from the approved Training Provider list, the Training Provider is required to "train out" any students financially supported by a CareerSource Pasco Hernando Training Voucher under the same provisions that are included in this agreement.

3. If the Training Provider fails to perform, in whole or in part, or to make sufficient progress, so as to endanger performance, CareerSource Pasco Hernando will notify the Training Provider of such unsatisfactory performance. If such unsatisfactory performance continues, CareerSource Pasco Hernando will notify the Training Provider in writing. The Training Provider will have ten (10) working days from receipt of notice in which to respond with a plan agreeable to CareerSource Pasco Hernando to correct said deficiencies.

Upon failure of the Training Provider to respond within the appointed time or failure of the Training Provider to respond with appropriate plans, CareerSource Pasco Hernando will cease enrollments

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into the Training Provider's programs until the Training Provider responds with appropriate plans to correct its deficiencies. Should the Training Provider be unable or unwilling to correct its performance, CareerSource Pasco Hernando will serve a termination notice which shall become effective within fifteen (15) days after its issuance.

In the event of such termination, CareerSource Pasco Hernando shall be liable for payment only for services rendered prior to the effective date of termination. Final billing for payment must be received by CareerSource Pasco Hernando within thirty (30) days of termination date.

CareerSource Pasco Hernando staff will also present information to the CareerSource Pasco Hernando Board of Directors regarding the performance issues and recommend removal of the Training Provider from the list of approved Training Providers.

4. The Training Provider shall give CareerSource Pasco Hernando written notice of any perceived breach, and it shall give CareerSource Pasco Hernando ten (10) working days to cure any perceived breach under the Agreement.

I. POLICY

Providers and Programs Policy of CareerSource Pasco Hernando, hereinafter referred to as the Policy. The Policy constitutes an integral part of this Agreement and is posted on CareerSource Pasco Hernando website under <https://www.careersourcepascohernando.com/wioa> in the Training Provider Section. CareerSource Pasco Hernando reserves the right to amend its policy at any time.

When CareerSource Pasco Hernando amends its policy, CareerSource Pasco Hernando shall make reasonable efforts to provide the Training Provider with general, not specific, notice of such changes by posting a conspicuous announcement on CareerSource Pasco Hernando's website that i) such policy changes and amendments have occurred; and ii) identifying which particular provisions have changed.

Such announcement shall be maintained for no less than 30 days following the effective date of such amendment. The Training Provider's continued use of CareerSource Pasco Hernando's Services, following the posting of such amendment shall signify and be deemed Training Provider's assent to and acceptance of the revised agreement and policy. The Training Provider agrees that it has the burden to periodically review CareerSource Pasco Hernando's website for any updates or changes.

J. ENTIRE AGREEMENT/MODIFICATION

This Agreement constitutes the complete and exclusive agreement between the parties relating to the subject matter hereof. It supersedes all prior proposals, understandings and all other agreements, oral and written, between the parties relating to this subject matter.

No agent, employee, or other representative of any party is empowered to alter any of the terms of this Agreement, unless done in writing and signed and approved by an executive officer of CareerSource Pasco Hernando or designee for CareerSource Pasco Hernando and an executive officer of Training Provider.

The parties agree to renegotiate this Agreement if revisions of any applicable state or federal laws, regulations or decreases in allocations make changes to this Agreement necessary.

K. APPLICABLE LAW AND JURISDICTION

The present agreement is governed by the internal substantive laws of the State of Florida, without respect to its conflict of laws principles. Jurisdiction for any claims arising under the present agreement shall lie exclusively with the courts in Pasco/Hernando County, Florida for those who entered into

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agreement with CareerSource Pasco Hernando.

L. CONFIDENTIALITY

Both Parties recognize they may have access to confidential student records. Likewise, both Parties will keep all records confidential to the extent required or allowed by applicable law; including but not limited to the Family Educational Rights and Privacy Act. Any information received by the Parties in the performance of this Agreement, or from any employee, student, or parent participating in or involved in the training will not be shared or otherwise disseminated except as allowed or required by law.

M. INDEMNIFICATION

Both Parties agree to indemnify and hold harmless the other for all claims, suits, judgments, or damages, including court costs and attorney's fees, arising out of the negligent or intentional acts or omissions of the implicated party and its agents, participants, and employees, in the course of the

operation of this contract. Further, the implicated party, upon receiving timely written notification, shall defend the other party against all claims, suits, judgments, or damages, including court costs and attorney's fees, arising out of the negligent or intentional acts or omissions of the implicated party and its agents, participants, and employees, in the course of the operation of this contract.

Where both parties commit joint negligent and intentional acts, each party shall be liable for, and shall have the obligation to defend, the part of the jointly negligent or intentional act committed by such party. In no event shall a party be liable for or have any obligation to defend against such claims, suits, judgments, or damages, including court costs and attorney's fees, arising out of the sole negligent or intentional acts of the other party.

Nothing herein shall be interpreted to expand or enlarge the scope of the waiver of sovereign immunity for state agencies as provided in Florida Statutes 768.28, Florida Statutes

N. STATEMENT OF ASSURANCE

During the performance of this Agreement, both Parties shall comply with Title VII of the 1964 Civil Right Act, as amended, and the Florida Human Rights Act of 1977, in that such Parties shall does not discriminate on the grounds of race, color, national origin, religion, sex, age, handicap, or marital status or in any form or manner with regard to its students, employees or applicants. Both Parties understand and agree that this Agreement is conditioned upon the veracity of this Statement of Assurance. Furthermore, both Parties agree they will comply with Title VI of the Civil Rights Act of 1964 when federal grant funds are involved in the provision of services required hereunder. Other applicable federal and state laws, executive orders, and regulations prohibiting the type of discrimination as herein delineated are included by this reference thereto. This Statement of Assurance shall be interpreted to include Vietnam era veterans and disabled veterans within its protective range of applicability.

O. NOTICES

All notices under this Agreement shall be given in writing to the parties at the following addresses:

If to Training Provider:

STAFF CONTACT INFORMATION		
Contact Name: Stacie Reinhart	Job Title: Financial Aid Specialist	

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Institution Name: Fred K. Marchman Technical College			
Email: sreinhar@pasco.k12.fl.us		Phone: #: (727) 774-1729	
Address: 7825 Campus Drive		City: New Port Richey	State: FL
		Zip: 34654	

If to CareerSource Pasco Hernando:

STAFF CONTACT INFORMATION			
Contact Name:		Job Title:	
Email:		Phone: #:	
Address:			FL

If given by United States mail, notices shall be deemed given upon mailing as specified in this paragraph. Either party may change the persons or addresses to which future notices are to be sent as provided by this paragraph.

Individual Training Account Voucher Invoices should be sent to:

CONTACT INFORMATION
CAREERSOURCE PASCO HERNANDO
Email: invoices@careersourcepascohernando.com

P. SIGNATURES

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates set forth below the respective signatures:

PASCO HERNANDO WORKFORCE BOARD, INC. DBA CAREERSOURCE PASCO
HERNANDO

Signature: _____

Print Name: _____

Title: _____

Date: ____/____/____

Name of Institution:

Fred K. Marchman Technical College

Signature: Stacie Reinhart

Print Name: Stacie Reinhart

Title: Financial Aid Specialist

Date: 5 / 8 / 2026

ACTION ITEM 7
Training Provider Agreement for
Keiser University

The Pasco Hernando Workforce Board (PHWB) under the Workforce Innovation Opportunity Act (WIOA) must approve training providers where WIOA funds are used. All contracts with organizations or individuals currently serving as Directors of PHWB shall require a two-thirds vote of the Board, quorum having been established. Florida Commerce has recommended PHWB to use the attached agreement to ensure compliance and set a maximum dollar amount for the program year.

Keiser University submitted an application to continue to be an approved training provider for 2026-2027 program year and is in good standing with the Board and the State of Florida. The maximum dollar amount is set at \$250,000 in an effort to enroll customers in a timely manner without having to return multiple times for board approval.

Approval of this agreement remains contingent upon receipt of all required FloridaCommerce approvals and confirmation that the Board-approved Program Year 2026-2027 Targeted Occupations List (TOL) does not require modification that would affect the provider's approved programs.

Upon receipt of FloridaCommerce approval and completion of the Board's review and approval of the Program Year 2026-2027 TOL without modification affecting the provider's eligibility, staff will execute the attached Training Provider Agreement. Should FloridaCommerce approval not be received or should modifications to the TOL be required that impact the provider's approved programs, staff will take the appropriate corrective actions necessary to ensure compliance and will return the matter to the Board for further consideration and approval as needed.

FOR CONSIDERATION

Approval of Keiser University to continue as an Eligible Training Provider for Program Year 2026-2027, with a maximum agreement amount of \$250,000, contingent upon the conditions outlined above and the receipt of all required approvals from FloridaCommerce for the related-party transaction.

Training Provider

Instituion
Street Address
Contact Person
Contact Email
Contact Phone Number

Keiser University New Port Richey
6300 US Highway 19 North New Port Richey, FL 34652
Charles Gibbons
cgibbons@keiseruniversity.edu
727-484-3110

Please list the information for each training you currently have on the CareerSource Pasco Hernando training list along with any new you will be applying for.
(If you need to add additional columns please do so)

		1	2	3	4	5	6	7	8
1	Program Title	AS in Nursing	AS in Diagnostic Medical Sonography	AS in Medical Assisting	AS in Health Services Adminstration	AS in Medical Administrative Billing & Coding	AS in Criminal Justice	AS in Information Technology	AS in Paralegal Studies
2	SOC	291141	292034	319092	119111	292098	333012/333051	151299	232011
3	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	License #	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Tuition	\$24,816.00	\$24,816.00	\$24,816.00	\$24,816.00	\$24,816.00	\$24,816.00	\$24,816.00	\$24,816.00
6	Expiration Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7	Book Cost	\$2,000.00	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00
8	Lab Fee	\$980.00	\$980.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00
9	Physical/ Medical Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10	Uniforms	\$300.00	\$300.00	\$300.00	N/A	N/A	\$200.00	\$200.00	N/A
11	Certification, Licensure or Testing Cost	\$603.00	\$1,075.00	\$508.00	N/A	N/A	N/A	N/A	N/A
12	Other Costs	\$642.00	\$154.00	\$154.00	N/A	N/A	N/A	N/A	N/A
	Total Cost								
13	Is program eligible for Pell Grant	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
14	Total number of persons enrolled in training program	94	60	21	7	26	7	19	6
15	Total number of WIOA funded persons enrolled in training program. 2024/2025	15	4	3	0	0	0	0	1
15 a	Total number of WIOA funded persons enrolled in training program. 2023/2024	19	7	1	0	0	0	0	0

16	Total number of WIOA funded persons from CareeSource Pasco Hernando enrolled in training program. 2023-2025 (this is a two year period)	34	11	4	0	0	0	0	1
17	Total number of persons completing this training program 2023-2025 (this is a two year period)	93	47	23	22	3	10	28	3
18	Total number of WIOA funded persons completing this training program 2023-2025 (this is a two year period)	34	11	4	0	0	0	0	1
19	Total number of WIOA funded persons from CareeSource Pasco Hernando completing this training 2023 - 2025 (this is a two year period)	34	11	4	0	0	0	0	1
20	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)	93	47	23	22	3	10	28	3
21	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)	34	11	4	0	0	0	0	1
22	Total number of WIOA funded persons from CareeSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)	34	11	3	4	0	0	0	1
23	Total number of persons employed after completing the training program 2023-2025 (this is a two year period)	80	40	20	18	3	10	24	1
24	Total number of WIOA funded persons employed after completing the training program 2023-2025 (this is a two year period)	34	11	4	0	0	0	0	1
25	Total number of WIOA funded persons from CareeSource Pasco Hernando employed after completing the training program 2023-2025 (this is a two year period)	34	11	4	0	0	0	0	1
		1	2	3	4	5	6	7	8
A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	Registered Nursing License	Registered DMS Exam for Obstetrics, Abdomen and Vascular	Registered Medical Assistant Exam	N/A	N/A	N/A	N/A	N/A

B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use 4-Digit NAICS Codes)	6231	621512	6213	541219	6200	9221	5415	541199
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training.	HS Diploma, Entrance Exam, Math/English Assesment, TEAS Exam, Background check	HS Diploma, Entrance Exam, Math/English Assesment, Background check	HS Diploma, Entrance Exam, Math/English Assesment, Background check	HS Diploma, Entrance Exam, Math/English Assesment	HS Diploma, Entrance Exam, Math/English Assesment	HS Diploma, Entrance Exam, Math/English Assesment	HS Diploma, Entrance Exam, Math/English Assesment	HS Diploma, Entrance Exam, Math/English Assesment
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	Yes 29-1141	Yes 29-2032	Yes 31-9092	Yes 29-2072	Yes 11-9111	Yes 33-5051	Yes 15-1231	Yes 23-2011



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Training Provider Agreement- Renewal

This Training Provider Agreement is by and between **Pasco Hernando Workforce Board, Inc.. d/b/a CareerSource Pasco Hernando**, hereinafter referred to as **CareerSource Pasco Hernando** and Keiser University New Port Richey, hereinafter referred to as the Training Provider.

Whereas, CareerSource Pasco Hernando has available funding for certain training of eligible individuals under the Workforce Innovation Opportunity Act (WIOA), Temporary Assistance for Needy Families (TANF), Trade Adjustment Act (TAA), Supplemental Nutritional Assistance Program (SNAP), and other special project training funds and;

Whereas, in response to the training needs of youth and unskilled and/or dislocated workers in Pasco and Hernando Counties, CareerSource Pasco Hernando may request from time to time that the Training Provider provide certain prescribed training to eligible individuals referred by CareerSource Pasco Hernando, and;

Whereas, the Training Provider agrees to provide the above referenced training, subject to the terms and conditions set forth hereinafter, and;

Whereas, this Agreement summarizes the agreement of CareerSource Pasco Hernando and the Training Provider as to the training program(s) to be provided to those eligible individuals referred by CareerSource Pasco Hernando staff and accepted by the Training Provider and the operating procedures governing payment for that training program, and;

Whereas, authorized CareerSource Pasco Hernando staff acts as the referral agent for CareerSource Pasco Hernando customers, and;

Whereas, CareerSource Pasco Hernando is authorized to make payment of tuition, fees, materials, supplies, etc.;

Now, therefore, the following General Provisions are hereby agreed to by the parties.

A. STATEMENT OF WORK

1. Eligible individuals referred by CareerSource Pasco Hernando staff to the Training Provider shall be enrolled only in the approved training course(s) and only for the designated period of time specified on the CareerSource Pasco Hernando Individual Training Account Voucher. At no time can the Training Provider allow CareerSource Pasco Hernando student to switch training programs or to extend their training at CareerSource Pasco Hernando cost, without written approval via the issuance of an updated Training Voucher from CareerSource Pasco Hernando and/or its designated contractors.

The tuition charged shall be based on the tuition submitted with the Training Provider's Application, less applicable discounts for these courses. CareerSource Pasco Hernando cannot pay other fees that are not specified in this Agreement or on the Individual Training Account Voucher.

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2. For individuals requiring a renewal of their CareerSource Pasco Hernando Individual Training Account Voucher, such voucher shall not be issued until receipt of transcript or an acceptable form of progress report. CareerSource Pasco Hernando students shall be eligible for program completion in accordance with the same standards as the general student population of Training Provider.
3. The Training Provider shall provide the course(s) as specified in the approved Program Description. The Training Provider shall notify CareerSource Pasco Hernando of any changes in the approved Program Descriptions prior to the enrollment of any individual referred by CareerSource Pasco Hernando staff.
4. It is understood and agreed that WIOA customers will receive a comprehensive objective assessment and individual service strategy by CareerSource Pasco Hernando to determine the most appropriate training for each individual. Only those customers determined to be in need of training through this objective assessment will be referred to the Training Provider by CareerSource Pasco Hernando. Neither the Training Provider nor the customer is authorized to enroll the customer into additional training courses or programs without prior written consent of CareerSource Pasco Hernando staff.
5. All CareerSource Pasco Hernando students, regardless of program, but including those students eligible for WIOA or welfare transition assistance, shall not be discriminated against in receipt of such financial aid solely on their status as CareerSource Pasco Hernando customers. CareerSource Pasco Hernando students, including WIOA/welfare transition customers, shall be afforded all the rights, privileges, and benefits available to the general student population of the Training Provider. The Training Provider agrees that each individual referred by the CareerSource Pasco Hernando staff for training will be evaluated for all financial aid eligibility normally available to other students.
6. The Training Provider shall adhere to the Workforce Innovation and Opportunity Act (WIOA) as to the disposition of the Pell Grant for individual customers. Funds received for Pell eligible customers are authorized to be disbursed to the customer and are not required to be reimbursed to CareerSource Pasco Hernando. Students that applied for and received WIOA funding that are also eligible for Pell may utilize Pell funds for other education related expenses as allowable under Title IV regulation, in addition to tuition, with prior discussion and approval of CareerSource Pasco Hernando.
7. The Training Provider will seek and coordinate other funding sources for WIOA students. The Training Provider agrees to notify CareerSource Pasco Hernando staff in writing on a quarterly basis of any financial aid provided to students. It is the responsibility of the Training Provider to provide sufficient oversight to prevent misapplication of funds, which results in double payment of any charges or the utilization of Federal funds when other funds could have been used for the same purpose. The Individual Training Account Voucher will specify the expenses that will be paid for by CareerSource Pasco Hernando funds.
8. The Training Provider acknowledges and understands that remuneration to attract CareerSource Pasco Hernando students is prohibited.
9. The Training Provider understands that this Agreement does not guarantee any referrals, set aside any training vouchers, or budget any funds whatsoever for the approved training programs offered by the Training Provider and covered by this agreement. All decisions regarding the issuance of a training voucher will be made on a case-by-case basis by CareerSource Pasco Hernando, and/or its contractors, taking into consideration the information available, including the assessed

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needs of the potential trainee, geographical location of the training and the residence of the potential trainee, any additional costs of the training to the trainee, etc. Potential trainees requesting specific training from a pre-selected school will be given a list of approved Training

10. Providers who provide the same type of training in order to allow the potential trainee to research each school before making a final decision. The decision to issue a training voucher to any approved training program at any particular Training Provider is at the sole discretion of CareerSource Pasco Hernando and/or its designated contractors.
11. The Training Provider will be required to submit documentation on an annual basis to include current CIE Licensure, FETPIP report, school catalog and schedule or website link, building facility accessibility checklist, and a copy of the current liability insurance.

B. PERFORMANCE REPORTING

Training Providers must supply performance information to the Florida Education and Training Placement Information Program (FETPIP). Reporting to FETPIP is a requirement of this Agreement. The Training Provider shall understand that subsequent eligibility will be based, in part, on data reflecting favorable outcomes as verified by FETPIP.

The Training Provider must agree to track, supply and provide all required performance outcomes to include but not limited to: GPA, progress reports, credentials, certificate of completion to email address: trainingprovider@careersourcepascohernando.com Subject line should include subject matter that is being provided.

As a requirement to maintain subsequent eligibility, the Training Provider is responsible for making arrangements and providing FETPIP with the information that FETPIP requires in a timely manner.

The required performance information will be: Required performance information for all students:

- Program completion rates
- Percentage who obtained unsubsidized employment
- Wages at placement in employment

In order to maintain continued eligibility, Training providers are required to meet the following performance requirements:

- A. Employment rate. Each program will maintain a 70% rate of employment for all students that received CareerSource Pasco Hernando funding assistance. This rate will be inclusive of those that did not complete training. Under this requirement both full and part time employment and employment outside the field of training will be considered as a positive outcome.
- B. Completion Rate. Each program completion will maintain a 65% completion rate per training program.
- C. Wage rate. Currently, each training program must meet the minimum entry level wage rate in effect for the applicable period. This wage rate is adjusted annually by the State based on the Florida Price Index in effect for CareerSource Pasco Hernando.
- D. Enrollments for the addition of new training programs are limited to a maximum of 6-10 (to be determined by Upper Management) until performance is established.

C. AGREEMENT PERIOD

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This renewal Agreement will become effective on _____ and remain in effect until _____ with the option to renew for two additional years as long the Training Provider provides annually; performance data, valid licensures, and updated costs for tuition and fees.

A Related Party Training Provider requires annual approval by the board of directors. Failure to respond to request for previous or current participant information will terminate this Agreement. With exception to the above statement of cancellation, this Agreement may be cancelled at any time by either party with thirty (30) days written notice. In the event of such cancellation, there shall be no interruption in services for customers already enrolled in training.

D. PAYMENT AND DELIVERY

1. Tuition payments will be considered only for those individuals referred to the Training Provider by CareerSource Pasco Hernando as evidenced by a valid CareerSource Pasco Hernando Individual Training Account Voucher. Tuition or other payments will be made to Training Provider only for those individuals enrolled in and receiving training.
2. The Training Provider shall forward to CareerSource Pasco Hernando an original, signed and embossed Individual Training Account Voucher and written invoice for this tuition/fee at the time a student begins training and becomes eligible for invoicing. This invoice is payable to the Training Provider upon receipt in accordance with payment procedures listed below.
3. Training Provider shall refund to CareerSource Pasco Hernando such tuition/fees which are paid by CareerSource Pasco Hernando for individuals who enroll in and begin training, but drop out of courses. Refund payment shall never be made to the student for funds
4. The Training Provider agrees that CareerSource Pasco Hernando shall not incur financial liability for students enrolled prior to receipt of a voucher which bears the signature of authorized personnel working on behalf of CareerSource Pasco Hernando. No verbal authorizations for enrollment into training will ever occur under this agreement.
5. CareerSource Pasco Hernando will make all payments for authorized enrollments prior to the termination of this Agreement.
6. Any changes in the Training Provider's tuition and fees must be submitted in writing with justification to CareerSource Pasco Hernando for approval. Changes must be reviewed and accepted by CareerSource Pasco Hernando prior to implementation.
7. With the executed copy of this Agreement, the Training Provider will supply CareerSource Pasco Hernando with a copy of its written policies concerning refunds, cancellations, and withdrawals. These policies must be applied to CareerSource Pasco Hernando students the same as they would apply to any other student. The Training Provider shall, in conformity with the general refund policies of the Training Vender, refund such tuition, books and fees that are paid by CareerSource Pasco Hernando for individuals who enroll in and begin training but drop out of courses or training. The Training Provider agrees not to accept a voucher that was transferred to any other student.
8. The Training Provider acknowledges and understands that under no circumstance can it hold the student accountable for any program costs that are attributable to this Agreement.

9. Payment Procedure

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- a) The Training Provider will receive funds based on the information contained on the Individual Training Account Voucher and from the coordination of other funding sources available to the student. The Training Provider will also provide the information to show if the PELL or any other scholarships have been applied for.
- b) To receive reimbursement, the Training Provider must submit to CareerSource Pasco Hemando an official, Individual Training Account Voucher and invoice supported by back up documentation on costs. All invoices with signed copies of vouchers need to be emailed to invoices@careersourcepascohemando.com.
- c) Individual Training Account Vouchers and invoices accepted for payment will generally be paid within thirty (30) days of receipt.
- d) Individual Training Account Vouchers and invoices not accepted for payment will be returned to the Training Provider with an explanation.

E. RECORDS

- 1. The Training Provider shall provide to CareerSource Pasco Hemando staff monthly progress reports indicating both the progress and attendance of CareerSource Pasco Hemando students and signed by the student and instructor or qualified school representative.
- 2. The Training Provider shall notify CareerSource Pasco Hemando staff within 5-10 days of a CareerSource Pasco Hemando student's completion or termination/drop from training program. In such an instance, information concerning the CareerSource Pasco Hemando student's date of employment, wage, job title, CIP code, if known, must also be indicated on the progress report. If the 5-10 business day notification period cannot be met due to extraordinary reasons, it is the responsibility of the Training Provider to communicate this to CareerSource Pasco Hemando and coordinate an alternative option.
- 3. The Training Provider shall provide CareerSource Pasco Hemando contact information to include an email address, a fax and a phone number for a designated representative of the Training Provider who can respond to requests from CareerSource Pasco Hemando's authorized staff for any monthly progress report, attendance information, completion/termination information, transcripts and/or credentials.
- 4. The Training Provider shall take any and all necessary steps to insure the confidentiality of personal information including, name, Social Security Number, Social Security benefit data, date of birth, official State or government issued driver's license or identification number, alien registration number, government passport number, employer or taxpayer identification number, home address, phone number and medical information of each trainee receiving a CareerSource Pasco Hemando Training Voucher. This information is considered confidential and all applicable confidentiality policies and laws shall apply. The Training Provider shall also have in place an official process for investigating and reporting lost or stolen confidential information. Any infraction of the Federal Privacy Act related to the lost or stolen of confidential information should immediately be reported to CareerSource Pasco Hemando.
- 5. At any time during normal business hours and as often as CareerSource Pasco Hemando, the State of Florida, United States Department of Labor, Comptroller General of the United States, or their designated representative may deem necessary, the Training Provider shall make available all such books, documents, papers, and records (including computer records) which are directly

pertinent to payments made by CareerSource Pasco Hemando to the Training Provider under

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this agreement, for examination, audit, or for the making of excerpts or copies of such records. This provision shall also include timely and reasonable access to the Training Provider's personnel for the purpose of interviews and discussions related to such documents.

F. AUDITS

If applicable, the Training Provider shall be subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507) and revised OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations" and any other specific requirements imposed by the Board.

G. ASSIGNMENTS AND SUBCONTRACTS

The Training Provider shall not subcontract, assign or transfer any rights or responsibilities under this agreement or any portion thereof without the written approval by CareerSource Pasco Hernando, unless otherwise authorized by this Agreement. A written subcontract must be presented to CareerSource Pasco Hernando for consideration. In no case shall such consent relieve Training Provider from the obligation under or change the terms of this Agreement unless otherwise provided.

H. TERMINATION FOR CONVENIENCE/DEFAULT

1. As noted in Section C, failure to respond to request for previous or current participant information will terminate this Agreement.
2. CareerSource Pasco Hernando or Training Provider may terminate this Agreement for convenience when it is in the best interest of CareerSource Pasco Hernando or Training Provider. CareerSource Pasco Hernando may suspend this Agreement for the purpose of investigating irregularities under this Agreement. Any termination for convenience or suspension will be preceded by written notice setting forth the effective date of said termination or suspension. The termination/suspension shall be effective as of the date the notice is issued and the Training Provider has thirty (30) days after the effective date to bill for payment. The Training Provider shall be entitled to receive just and equitable compensation for any services performed hereunder through the date of termination or suspension.

In the event of termination for whatever reason, both parties agree to negotiate a plan to ensure an orderly transition for customers in training. If the Training Provider elects to remove themselves from the approved Training Provider list, the Training Provider is required to "train out" any students financially supported by a CareerSource Pasco Hernando Training Voucher under the same provisions that are included in this agreement.

3. If the Training Provider fails to perform, in whole or in part, or to make sufficient progress, so as to endanger performance, CareerSource Pasco Hernando will notify the Training Provider of such unsatisfactory performance. If such unsatisfactory performance continues, CareerSource Pasco Hernando will notify the Training Provider in writing. The Training Provider will have ten (10) working days from receipt of notice in which to respond with a plan agreeable to CareerSource Pasco Hernando to correct said deficiencies.

Upon failure of the Training Provider to respond within the appointed time or failure of the Training Provider to respond with appropriate plans, CareerSource Pasco Hernando will cease enrollments

into the Training Provider's programs until the Training Provider responds with appropriate plans. CareerSource Pasco Hernando is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this website may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711. A proud partner of the American Job Center network.

to correct its deficiencies. Should the Training Provider be unable or unwilling to correct its performance, CareerSource Pasco Hernando will serve a termination notice which shall become effective within fifteen (15) days after its issuance.

In the event of such termination, CareerSource Pasco Hernando shall be liable for payment only for services rendered prior to the effective date of termination. Final billing for payment must be received by CareerSource Pasco Hernando within thirty (30) days of termination date.

CareerSource Pasco Hernando staff will also present information to the CareerSource Pasco Hernando Board of Directors regarding the performance issues and recommend removal of the Training Provider from the list of approved Training Providers.

4. The Training Provider shall give CareerSource Pasco Hernando written notice of any perceived breach, and it shall give CareerSource Pasco Hernando ten (10) working days to cure any perceived breach under the Agreement.

I. POLICY

Providers and Programs Policy of CareerSource Pasco Hernando, hereinafter referred to as the Policy. The Policy constitutes an integral part of this Agreement and is posted on CareerSource Pasco Hernando website under <https://www.careersourcepascohermando.com/wioa> in the Training Provider Section. CareerSource Pasco Hernando reserves the right to amend its policy at any time.

When CareerSource Pasco Hernando amends its policy, CareerSource Pasco Hernando shall make reasonable efforts to provide the Training Provider with general, not specific, notice of such changes by posting a conspicuous announcement on CareerSource Pasco Hernando's website that i) such policy changes and amendments have occurred; and ii) identifying which particular provisions have changed.

Such announcement shall be maintained for no less than 30 days following the effective date of such amendment. The Training Provider's continued use of CareerSource Pasco Hernando's Services, following the posting of such amendment shall signify and be deemed Training Provider's assent to and acceptance of the revised agreement and policy. The Training Provider agrees that it has the burden to periodically review CareerSource Pasco Hernando's website for any updates or changes.

J. ENTIRE AGREEMENT/MODIFICATION

This Agreement constitutes the complete and exclusive agreement between the parties relating to the subject matter hereof. It supersedes all prior proposals, understandings and all other agreements, oral and written, between the parties relating to this subject matter.

No agent, employee, or other representative of any party is empowered to alter any of the terms of this Agreement, unless done in writing and signed and approved by an executive officer of CareerSource Pasco Hernando or designee for CareerSource Pasco Hernando and an executive officer of Training Provider.

The parties agree to renegotiate this Agreement if revisions of any applicable state or federal laws, regulations or decreases in allocations make changes to this Agreement necessary.

K. APPLICABLE LAW AND JURISDICTION

The present agreement is governed by the internal substantive laws of the State of Florida, without respect to its conflict of laws principles. Jurisdiction for any claims arising under the present agreement shall lie exclusively with the courts in Pasco/Hernando County, Florida for those who entered into agreement with CareerSource Pasco Hernando.

L. CONFIDENTIALITY

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Both Parties recognize they may have access to confidential student records. Likewise, both Parties will keep all records confidential to the extent required or allowed by applicable law; including but not limited to the Family Educational Rights and Privacy Act. Any information received by the Parties in the performance of this Agreement, or from any employee, student, or parent participating in or involved in the training will not be shared or otherwise disseminated except as allowed or required by law.

M. INDEMNIFICATION

Both Parties agree to indemnify and hold harmless the other for all claims, suits, judgments, or damages, including court costs and attorney's fees, arising out of the negligent or intentional acts or omissions of the implicated party and its agents, participants, and employees, in the course of the operation of this contract. Further, the implicated party, upon receiving timely written notification, shall defend the other party against all claims, suits, judgments, or damages, including court costs and attorney's fees, arising out of the negligent or intentional acts or omissions of the implicated party and its agents, participants, and employees, in the course of the operation of this contract.

Where both parties commit joint negligent and intentional acts, each party shall be liable for, and shall have the obligation to defend, the part of the jointly negligent or intentional act committed by such party. In no event shall a party be liable for or have any obligation to defend against such claims, suits, judgments, or damages, including court costs and attorney's fees, arising out of the sole negligent or intentional acts of the other party.

Nothing herein shall be interpreted to expand or enlarge the scope of the waiver of sovereign immunity for state agencies as provided in Florida Statutes 768.28, Florida Statutes

N. STATEMENT OF ASSURANCE

During the performance of this Agreement, both Parties shall comply with Title VII of the 1964 Civil Rights Act, as amended, and the Florida Human Rights Act of 1977, in that such Parties shall not discriminate on the grounds of race, color, national origin, religion, sex, age, handicap, or marital status or in any form or manner with regard to its students, employees or applicants. Both Parties understand and agree that this Agreement is conditioned upon the veracity of this Statement of Assurance. Furthermore, both Parties agree they will comply with Title VI of the Civil Rights Act of 1964 when federal grant funds are involved in the provision of services required hereunder. Other applicable federal and state laws, executive orders, and regulations prohibiting the type of discrimination as herein delineated are included by this reference thereto. This Statement of Assurance shall be interpreted to include Vietnam era veterans and disabled veterans within its protective range of applicability.

O. NOTICES

All notices under this Agreement shall be given in writing to the parties at the following addresses:

If to Training Provider:

STAFF CONTACT INFORMATION			
Contact Name:	Mayra Barrantos	Job Title:	Bursar
Institution Name:	Keiser University New Port Richey		

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Email: <u>Mharcientas@keiseruniversity.edu</u>	Phone: #: <u>(727) 484-3110</u>		
Address: <u>6300 US 19N</u>	City: <u>New Port Richey</u>	State: <u>FL</u>	Zip: <u>34652</u>

If to CareerSource Pasco Hernando:

STAFF CONTACT INFORMATION			
Contact Name:	Job Title:		
Email:	Phone: #:		
Address:		FL	

If given by United States mail, notices shall be deemed given upon mailing as specified in this paragraph. Either party may change the persons or addresses to which future notices are to be sent as provided by this paragraph.

Individual Training Account Voucher Invoices should be sent to:

CONTACT INFORMATION
CAREERSOURCE PASCO HERNANDO
Email: <u>invoices@careersourcepascohernando.com</u>

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P. SIGNATURES

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates set forth below the respective signatures:

PASCO HERNANDO WORKFORCE BOARD, INC. DBA CAREERSOURCE PASCO
HERNANDO

Signature: _____

Print Name: _____

Title: _____

Date: ____ / ____ / ____

Name of Institution: _____

Heiser University New Port Richey

Signature: _____

Print Name: Charles Gibson

Title: Campus President

Date: 4 / 27 / 26

ACTION ITEM 8
Training Provider Agreement for
Pasco-Hernando State College

The Pasco Hernando Workforce Board (PHWB) under the Workforce Innovation Opportunity Act (WIOA) must approve training providers where WIOA funds are used. All contracts with organizations or individuals currently serving as Directors of PHWB shall require a two-thirds vote of the Board, quorum having been established. Florida Commerce has recommended PHWB to use the attached agreement to ensure compliance and set a maximum dollar amount for the program year.

Pasco-Hernando State College submitted an application to continue to be an approved training provider for 2026-2027 program year and is in good standing with the Board and the State of Florida. The maximum dollar amount is set at \$250,000 in an effort to enroll customers in a timely manner without having to return multiple times for board approval.

Approval of this agreement remains contingent upon receipt of all required FloridaCommerce approvals and confirmation that the Board-approved Program Year 2026-2027 Targeted Occupations List (TOL) does not require modification that would affect the provider's approved programs.

Upon receipt of FloridaCommerce approval and completion of the Board's review and approval of the Program Year 2026-2027 TOL without modification affecting the provider's eligibility, staff will execute the attached Training Provider Agreement. Should FloridaCommerce approval not be received or should modifications to the TOL be required that impact the provider's approved programs, staff will take the appropriate corrective actions necessary to ensure compliance and will return the matter to the Board for further consideration and approval as needed.

FOR CONSIDERATION

Approval of Pasco-Hernando State College to continue as an Eligible Training Provider for Program Year 2026-2027, with a maximum agreement amount of \$250,000, contingent upon the conditions outlined above and the receipt of all required approvals from FloridaCommerce for the related-party transaction.

Training Provider

Instituion
Street Address
Contact Person
Contact Email
Contact Phone Number

Pasco Hernando State College
10230 Ridge Road New Port Richey, FL 34654
Dr. Amy Anderson
andersa@phsc.edu
727-816-3257

Please list the information for each training you currently have on the CareerSource Pasco Hernando training list along with any new you will be applying for.
(If you need to add additional columns please do so)

		1	2	3	4	5	6	7	8
1	Program Title	Accounting Technology, AS	Accounting Technology Management, CCC	Accounting Technology Operatons, CCC	Accounting Technology Specialist, CCC	Auxiliary Law Enforcement, CC	Aviation Maintenance Administration, AS	Business Administration AS to BS Transfer Program	Business Specialist, CCC
2	SOC	43-3031	43-3031	43-3031	43-3031	43-5031	49-3011	13-1199	13-1199
3	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	License #	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Tuition	\$6,310.80	\$2,839.86	\$1,893.24	\$1,262.16	\$1,057.84	\$6,310.80	\$6,604.00	\$1,262.16
6	Expiration Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7	Book Cost	\$460.00	\$300.00	\$275.00	\$275.00	\$750.00	\$6,310.80	\$3,111.00	\$200.00
8	Lab Fee	\$25.00	\$0.00	\$0.00	\$0.00	\$25.00	\$100.00	\$75.00	N/A
9	Physical/ Medical Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10	Uniforms	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11	Certification, Licensure or Testing Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12	Other Costs	\$25.00	\$100.00	\$100.00	\$50.00	\$25.00	N/A	N/A	N/A
	Total Cost	\$6,820.80	\$3,239.86	\$2,268.24	\$1,587.16	\$1,857.84	\$12,721.60	\$9,790.00	\$1,462.16
	For July 2025 through June 2026								
13	Is program eligible for Pell Grant	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
14	Total number of persons enrolled in training program	72	2	7	7	2	8	401	2
15	Total number of WIOA funded persons enrolled in training program. 2024/2025								
15 a	Total number of WIOA funded persons enrolled in training program. 2023/2024								
16	Total number of WIOA funded persons from CareerSource Pasco Hernando enrolled in training program. 2023-2025 (this is a two year period)								
17	Total number of persons compleing this training program 2023-2025(this is a two year period)	11	6	1	1		0	26	6
18	Total number of WIOA funded persons compleing this training program 2023-2025 (this is a two year period)								
19	Total number of WIOA funded persons from CareerSource Pasco Hernando completing this training 2023 - 2025 (this is a two year period)								
20	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)	11	6	1	1		0	26	6
21	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)								

22	Total number of WIOA funded persons from CareerSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)								
23	Total number of persons employed after completing the training program 2023-2025 (this is a two year period)								
24	Total number of WIOA funded persons employed after completing the training program 2023-2025 (this is a two year period)								
25	Total number of WIOA funded persons from CareerSource Pasco Hernando employed after completing the training program 2023-2025 (this is a two year period)								
						5			
A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	Associate Degree	College Credit Certificate	College Credit Certificate	College Credit Certificate	Career Certificate	Associate Degree	Associate Degree	College Credit Certificate
B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use 4-Digit NAICS Codes)	Finance & Insurance (52)	Finance & Insurance (52)	Finance & Insurance (52)	Finance & Insurance (52)	Public Administration (92)	Transportation and Warehousing (48)	Finance & Insurance (52)	Finance & Insurance (52)
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training.	None	None	None	None	None	None	None	None
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

		9	10	11	12	13	14	15	18	19	20
1	Program Title	Business Operations, CCC	Business Development and Entrepreneurship, CCC	Business Management, CCC	Computer Programming and Analysis, AS	Computer Programming Specialist, CCC	Computer Programmer, CCC	Correctional Officer BRTP, CC	Crime Scene/Foresentc Technnology, AS	Crime Scene Technician, CC	Criminal Justice Technology, AS
2	SOC	13-1199	13-1199	13-1199	15-1121	15-1121	15-1121	43-5031	33-3051	33-3051	43-5031
3	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	License #	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Tuition	\$1,893.18	\$2,629.50	\$2,524.32	\$6,500.00	\$1,857.00	\$3,470.94	\$2,123.21	\$6,310.80	\$5,284.80	\$6,603.00
6	Expiration Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7	Book Cost	\$400.00	\$315.00	\$600.00	\$2,152.00	\$773.00	N/A	\$750.00	\$1,500.00	\$1,000.00	\$2,300.00
8	Lab Fee	N/A	N/A	N/A	\$430.00	\$150.00	\$305.00	\$500.00	\$100.00	\$100.00	\$25.00
9	Physical/ Medical Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10	Uniforms	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11	Certification, Lisensure or Testing Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12	Other Costs	\$50.00	N/A	\$50.00	N/A	N/A	N/A	\$527.27	\$100.00	\$100.00	N/A
	Total Cost	\$2,343.18	\$2,944.50	\$3,174.32	\$9,082.00	\$2,780.00	\$3,775.94	\$3,900.48	\$8,010.80	\$6,484.80	\$8,928.00
	For July 2025 through June 2026										
13	Is program eligible for Pell Grant	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
14	Total number of persons enrolled in training program	4	16	20	164	11	21	78	156	14	107
15	Total number of WIOA funded persons enrolled in training program. 2024/2025										
15 a	Total number of WIOA funded persons enrolled in training program. 2023/2024										
16	Total number of WIOA funded persons from CareeSource Pasco Hernando enrolled in training program. 2023-2025 (this is a two year period)										
17	Total number of persons compleing this training program 2023-2025(this is a two year period)	9	35	2	24	9	22	66	3	1	10
18	Total number of WIOA funded persons compleing this training program 2023-2025 (this is a two year period)										
19	Total number of WIOA funded persons from CareeSource Pasco Hernando completing this training 2023 - 2025 (this is a two year period)										
20	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)	9	35	2	24	9	22	66	3	1	10
21	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										

22	Total number of WIOA funded persons from CareerSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										
23	Total number of persons employed after completing the training program 2023-2025 (this is a two year period)										
24	Total number of WIOA funded persons employed after completing the training program 2023-2025 (this is a two year period)										
25	Total number of WIOA funded persons from CareerSource Pasco Hernando employed after completing the training program 2023-2025 (this is a two year period)										
					9	10					
A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	College Credit Certificate	College Credit Certificate	College Credit Certificate	Associate Degree	College Credit Certificate	College Credit Certificate	Career Certificate	Associate Degree	College Credit Certificate	Associate Degree
B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use 4-Digit NAICS Codes)	Finance & Insurance (52)	Finance & Insurance (52)	Finance & Insurance (52)	Information (51)	Information (51)	Information (51)	Public Administration (92)	Administrative, Support, Waste Management, and Remediation Services (56)	Administrative, Support, Waste Management, and Remediation Services (56)	Public Administration (92)
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training.	None	None	None	None	None	None	None	None	None	None
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

		21	22	23	24	25	26	27	28	29	30
1	Program Title	Crossover Law Enforcement to Correctional Officer, CC	Cyber and Information Security, AS	Computer Aided Drafting and Design Technology, AS	Computer-Aided Design Technical, CCC	Digital Media Multimedia Technology, AS	Digital Media/Multimedia Authoring, CCC	Digital Media/Multimedia Production, CCC	Digital Media/Multimedia Video Production, CCC	Digital/Media Multimedia Web Development/ Graphic Designer, CCC	Engineering Technology, AS
2	SOC	43-5031	15-1122	17-3000	17-3000	15-1134	15-1134	15-1134	15-1134	15-1134	17-3000
3	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	License #	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Tuition	\$581.33	\$6,310.80	\$6,310.80	\$1,577.70	\$6,310.80	\$1,263.00	\$1,577.70	\$1,263.00	\$1,577.70	\$6,310.80
6	Expiration Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7	Book Cost	N/A	\$2,165.00	\$1,714.00	\$510.00	TBD	TBD	TBD	TBD	TBD	\$1,271.00
8	Lab Fee	\$750.00	\$315.00	\$185.00	\$185.00	\$705.00	\$300.00	\$275.00	\$300.00	\$250.00	\$135.00
9	Physical/ Medical Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10	Uniforms	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11	Certification, Licensure or Testing Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12	Other Costs	\$97.10	N/A	N/A	\$110.00	N/A	N/A	N/A	N/A	N/A	\$1,472.00
	Total Cost	\$1,428.43	\$8,790.80	\$8,209.80	\$2,382.70	\$7,015.80	\$1,563.00	\$1,852.70	\$1,563.00	\$1,827.70	\$9,188.80
	For July 2025 through June 2026										
13	Is program eligible for Pell Grant	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
14	Total number of persons enrolled in training program		247	36	6	135	11	5	3	2	226
15	Total number of WIOA funded persons enrolled in training program. 2024/2025										
15 a	Total number of WIOA funded persons enrolled in training program. 2023/2024										
16	Total number of WIOA funded persons from CareerSource Pasco Hernando enrolled in training program. 2023-2025 (this is a two year period)										
17	Total number of persons completing this training program 2023-2025(this is a two year period)	1	35	11	9	10	3	12	3	5	12
18	Total number of WIOA funded persons completing this training program 2023-2025 (this is a two year period)										
19	Total number of WIOA funded persons from CareerSource Pasco Hernando completing this training 2023 - 2025 (this is a two year period)										
20	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)	1	35	11	9	10	3	12	3	5	12
21	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										

22	Total number of WIOA funded persons from CareerSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										
23	Total number of persons employed after completing the training program 2023-2025 (this is a two year period)										
24	Total number of WIOA funded persons employed after completing the training program 2023-2025 (this is a two year period)										
25	Total number of WIOA funded persons from CareerSource Pasco Hernando employed after completing the training program 2023-2025 (this is a two year period)										
A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	Career Certificate	Associate Degree	Associate Degree	College Credit Certificate	Associate Degree	College Credit Certificate	College Credit Certificate	College Credit Certificate	College Credit Certificate	Associate Degree
B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use 4-Digit NAICS Codes)	Public Administration (92)	Information (51)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Information (51)	Information (51)	Information (51)	Information (51)	Information (51)	Professional, Scientific, and Technical Services (54)
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training.	None	None	None	None	None	None	None	None	None	None
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

		31	32	33	34	35	36	37	38	39	40
1	Program Title	Engineering Technology Support Specialist, CCC	Automation, CCC	Pneumatics, Hydraulics, and Motors for Manufacturing, CCC	Mechatronics, CCC	Financial Services, AS	Fire Academy, CC	Firefighter/EMT Combination, CC	Fire Science Technology, AS	Industrial Management Technology, AS	Internet Services Technology, AS
2	SOC	17-3000	17-3000	17-3000	17-3000	11-3031	33-2011	33-2011	30-2011	47-1011	15-1134
3	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	License #	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Tuition	\$1,893.24	\$1,262.16	\$1,682.88	\$3,155.40	\$6,310.80	\$1,571.52	\$2,558.00	\$6,310.80	\$6,310.80	\$6,500.00
6	Expiration Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7	Book Cost	\$380.00	\$100.00	\$50.00	\$380.00	\$2,248.00	\$170.00	\$350.00	N/A	\$1,875.00	\$1,916.00
8	Lab Fee	\$135.00	\$135.00	\$135.00	\$135.00	\$25.00	\$3,882.50	\$3,496.00	N/A	\$75.00	\$610.00
9	Physical/ Medical Cost	N/A	N/A	N/A	N/A	N/A	N/A	TBD	N/A	N/A	N/A
10	Uniforms	N/A	N/A	N/A	N/A	N/A	N/A	TBD	N/A	N/A	N/A
11	Certification, Licensure or Testing Cost	N/A	N/A	N/A	N/A	N/A	N/A	TBD	N/A	N/A	N/A
12	Other Costs	N/A	\$51.00	N/A	\$700.00	N/A	N/A	\$500.00	N/A	N/A	N/A
	Total Cost	\$2,408.24	\$1,548.16	\$1,867.88	\$4,370.40	\$8,583.80	\$5,624.02	\$6,904.00	\$6,310.80	\$8,260.80	\$9,026.00
	For July 2025 through June 2026										
13	Is program eligible for Pell Grant	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
14	Total number of persons enrolled in training program	4	3		2	73	76	82	5	4	24
15	Total number of WIOA funded persons enrolled in training program. 2024/2025										
15 a	Total number of WIOA funded persons enrolled in training program. 2023/2024										
16	Total number of WIOA funded persons from CareerSource Pasco Hernando enrolled in training program. 2023-2025 (this is a two year period)						1				
17	Total number of persons completing this training program 2023-2025(this is a two year period)	2	1	1	2	3	28	8	0	1	5
18	Total number of WIOA funded persons completing this training program 2023-2025 (this is a two year period)						1				
19	Total number of WIOA funded persons from CareerSource Pasco Hernando completing this training 2023 - 2025 (this is a two year period)						1				
20	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)	2	1	1	2	3	28	8	0	1	5
21	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										

22	Total number of WIOA funded persons from CareerSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										
23	Total number of persons employed after completing the training program 2023-2025 (this is a two year period)										
24	Total number of WIOA funded persons employed after completing the training program 2023-2025 (this is a two year period)										
25	Total number of WIOA funded persons from CareerSource Pasco Hernando employed after completing the training program 2023-2025 (this is a two year period)										
A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	College Credit Certificate	College Credit Certificate	College Credit Certificate	College Credit Certificate	Associate Degree	Career Certificate	Career Certificate	Associate Degree	Associate Degree	Associate Degree
B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use 4-Digit NAICS Codes)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Finance and Insurance (52)	Public Administration (92)	Public Administration (92)	Public Administration (92)	Information (51)	Information (51)
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training.	None	None	None	None	None	None	None	None	None	None
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

		41	42	43	44	45	46	47	48	49	50
1	Program Title	Information Technology Administration, CCC	Web Development Specialist, CCC	Law Enforcement Academy, CC	Law Enforcement for Special Ops, CC	Crossover Law Enforcement for Correctional Officer, CC	Marketing Management, AS	Marketing Operations, CCC	Entrepreneurship, CCC	Network Systems Technology, AS	Network Infrastructure, CCC
2	SOC	15-1134	15-1134	33-5031	33-5031	33-5031	13-1161	13-1161	13-1161	15-1143	15-1143
3	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	License #	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Tuition	\$1,893.24	\$3,786.48	\$2,262.78	\$1,440.99	\$1,522.90	\$6,310.80	\$3,155.40	\$1,262.16	\$6,310.80	\$2,208.78
6	Expiration Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7	Book Cost	\$726.00	\$1,255.00	\$26.68	\$26.68	\$750.00	\$840.00	\$760.00	\$233.47	\$1,087.00	\$455.00
8	Lab Fee	\$180.00	\$360.00	\$1,150.65	\$398.93	N/A	N/A	N/A	N/A	\$730.00	\$400.00
9	Physical/ Medical Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10	Uniforms	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11	Certification, Licensure or Testing Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12	Other Costs	N/A	N/A	\$527.27	\$401.52	\$25.00	N/A	\$25.00	N/A	N/A	N/A
	Total Cost	\$2,799.24	\$5,401.48	\$3,967.38	\$2,268.12	\$2,297.90	\$7,150.80	\$3,940.40	\$1,495.63	\$8,127.80	\$3,063.78
	For July 2025 through June 2026										
13	Is program eligible for Pell Grant	Yes	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes
14	Total number of persons enrolled in training program	4	4	69			90	6	4	44	6
15	Total number of WIOA funded persons enrolled in training program. 2024/2025										
15 a	Total number of WIOA funded persons enrolled in training program. 2023/2024										
16	Total number of WIOA funded persons from CareerSource Pasco Hernando enrolled in training program. 2023-2025 (this is a two year period)										
17	Total number of persons completing this training program 2023-2025(this is a two year period)	4	2	67		1	7	2	5	10	1
18	Total number of WIOA funded persons completing this training program 2023-2025 (this is a two year period)										
19	Total number of WIOA funded persons from CareerSource Pasco Hernando completing this training 2023 - 2025 (this is a two year period)										
20	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)	4	2	67		1	7	2	5	10	1
21	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										

22	Total number of WIOA funded persons from CareerSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										
23	Total number of persons employed after completing the training program 2023-2025 (this is a two year period)										
24	Total number of WIOA funded persons employed after completing the training program 2023-2025 (this is a two year period)										
25	Total number of WIOA funded persons from CareerSource Pasco Hernando employed after completing the training program 2023-2025 (this is a two year period)										
A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	College Credit Certificate	College Credit Certificate	Career Certificate	Career Certificate	Career Certificate	Associate Degree	College Credit Certificate	College Credit Certificate	Associate Degree	College Credit Certificate
B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use 4-Digit NAICS Codes)	Information (51)	Information (51)	Public Administration (92)	Public Administration (92)	Public Administration (92)	Management, Scientific, and Technical Consulting Services	Management, Scientific, and Technical Consulting Services	Management, Scientific, and Technical Consulting Services	Information (51)	Information (51)
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training.	None	None	None	None	None	None	None	None	None	None
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

		51	52	53	54	55	56	57	58	59	60
1	Program Title	Network Support Technician, CCC	Network Security, CCC	Office Administration, AS	Office Support, CCC	Office Specialist, CCC	Office Management, CCC	Paralegal Studies, AS	Real Estate Paralegal, CCC	Professional Pilot Technology, AS	Supervision & Management Aviation, BAS
2	SOC	15-1143	15-1143	43-1011	43-1011	43-1011	43-1011	23-2011	23-2011	53-2011	41-1012
3	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	License #	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Tuition	\$2,208.78	\$3,155.40	\$6,310.80	\$1,262.16	\$1,893.24	\$2,839.86	\$6,731.52	\$1,262.16	\$6,731.52	\$7,564.80
6	Expiration Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7	Book Cost	\$663.00	\$720.00	\$2,261.00	\$540.00	\$700.00	\$850.00	\$800.00	\$559.80	\$1,300.00	TBD
8	Lab Fee	\$180.00	\$180.00	\$215.00	\$100.00	\$140.00	\$165.00	N/A	N/A	\$25.00	\$25.00
9	Physical/ Medical Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10	Uniforms	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$75.31	N/A
11	Certification, Licensure or Testing Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12	Other Costs	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	\$50,610.80	N/A
	Total Cost	\$3,051.78	\$4,055.40	\$8,786.80	\$1,902.16	\$2,733.24	\$3,854.86	\$7,531.52	\$1,821.96	\$58,742.63	\$7,589.80
	For July 2025 through June 2026										
13	Is program eligible for Pell Grant	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
14	Total number of persons enrolled in training program	6	7	39	2	3	5	120	15	81	10
15	Total number of WIOA funded persons enrolled in training program. 2024/2025										
15 a	Total number of WIOA funded persons enrolled in training program. 2023/2024										
16	Total number of WIOA funded persons from CareeSource Pasco Hernando enrolled in training program. 2023-2025 (this is a two year period)										
17	Total number of persons completing this training program 2023-2025(this is a two year period)	2	6	2	2		3	20	2	1	
18	Total number of WIOA funded persons completing this training program 2023-2025 (this is a two year period)										
19	Total number of WIOA funded persons from CareeSource Pasco Hernando completing this training 2023 - 2025 (this is a two year period)										
20	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)	2	6	2	2		3	20	2	1	
21	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										

22	Total number of WIOA funded persons from CareerSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										
23	Total number of persons employed after completing the training program 2023-2025 (this is a two year period)										
24	Total number of WIOA funded persons employed after completing the training program 2023-2025 (this is a two year period)										
25	Total number of WIOA funded persons from CareerSource Pasco Hernando employed after completing the training program 2023-2025 (this is a two year period)										
A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	College Credit Certificate	College Credit Certificate	Associate Degree	College Credit Certificate	College Credit Certificate	College Credit Certificate	Associate Degree	College Credit Certificate	Associate Degree	Bachelor Degree
B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use 4-Digit NAICS Codes)	Information (51)	Information (51)	Administrative and Support (56)	Administrative and Support (56)	Administrative and Support (56)	Administrative and Support (56)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Transportation and Warehouse (48-49)	Professional, Scientific, and Technical Services (54)
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training.	None	None	None	None	None	None	None	None	None	AS or AA degree
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

		61	62	63	64	65	66	67	68	69	70
1	Program Title	Supervision & Management Cybersecurity, BAS	Supervision & Management Health Management, BAS	Supervision & Management Organization Administration, BAS	Supervision & Management Public Safety/Public Service, BAS	Unmanned Vehicles Systems Operation, AS	Welding Technology, CC	Welding Technology Advanced, CC	Maintenance Repair Worker Apprenticeship	Construction and Design Apprenticeship	Introduction to 3D Printing with CMfgA Certification Training
2	SOC	41-1012	41-1012	41-1012	41-1012	53-2011	51-4121	51-4121	23-6118	47-2061	17-3000
3	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	In Progress	Yes
4	License #	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Tuition	\$7,564.80	\$7,564.80	\$7,564.80	\$7,564.80	\$6,521.16	\$3,083.00	\$2,202.00	TBD	TBD	TBD
6	Expiration Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TBD	TBD	TBD
7	Book Cost	\$1,305.33	\$1,871.72	\$2,237.17	\$1,828.32	\$565.50	\$192.00	\$192.00	TBD	TBD	TBD
8	Lab Fee	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00	\$1,400.00	\$100.00	TBD	TBD	TBD
9	Physical/ Medical Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TBD	TBD	TBD
10	Uniforms	N/A	N/A	N/A	N/A	\$30.00	N/A	N/A	TBD	TBD	TBD
11	Certification, Licensure or Testing Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TBD	TBD	TBD
12	Other Costs	N/A	N/A	N/A	N/A	N/A	N/A	N/A	TBD	TBD	TBD
	Total Cost	\$8,895.13	\$9,461.52	\$9,826.97	\$9,418.12	\$7,141.66	\$4,675.00	\$2,494.00	\$0.00	\$0.00	\$0.00
	For July 2025 through June 2026										
13	Is program eligible for Pell Grant	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No
14	Total number of persons enrolled in training program	57	69	202	27	66	51	14	6		
15	Total number of WIOA funded persons enrolled in training program. 2024/2025										
15 a	Total number of WIOA funded persons enrolled in training program. 2023/2024										
16	Total number of WIOA funded persons from CareerSource Pasco Hernando enrolled in training program. 2023-2025 (this is a two year period)						1				
17	Total number of persons compleing this training program 2023-2025(this is a two year period)					7	8	1			
18	Total number of WIOA funded persons compleing this training program 2023-2025 (this is a two year period)						1				
19	Total number of WIOA funded persons from CareerSource Pasco Hernando completing this training 2023 - 2025 (this is a two year period)						1				
20	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)					7	8	1			
21	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										

22	Total number of WIOA funded persons from CareerSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										
23	Total number of persons employed after completing the training program 2023-2025 (this is a two year period)										
24	Total number of WIOA funded persons employed after completing the training program 2023-2025 (this is a two year period)										
25	Total number of WIOA funded persons from CareerSource Pasco Hernando employed after completing the training program 2023-2025 (this is a two year period)										
A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	Bachelor Degree	Bachelor Degree	Bachelor Degree	Bachelor Degree	Associate Degree	Career Certificate	Career Certificate	Apprenticeship		National Credential
B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes		Yes
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use 4-Digit NAICS Codes)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Transportation and Warehouse (48-49)	Other Services (81)	Other Services (81)	Repair and Maintenance (81)		Professional, Scientific, and Technical Services (54)
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training.	AS or AA degree	AS or AA degree	AS or AA degree	AS or AA degree	None	None	None	None		None
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes		Yes

		71	72	73	74	75	76	77	78	79	80
1	Program Title	Intermediate 3D Printing with CAM-F Certification Training	Advanced 3D Printing with CAM-T Certification Training	Introduction to 3D Construction with OSHA 10 Construction Certification Training	Advanced 3D Construction with OSHA 30 Construction Certification Training	OSHA 10 Construction Certification Training	OSHA 10 Construction Certification Training	Certified 5G Leadership Skills, CE	Certificate in Residential Property Mgmt, CE	Introduction to Apartment Maintenance, CE	Certified Manufacturing Associates, CE (CMfgA)
2	SOC	17-3000	17-3000	17-3000	17-3000	17-3000	17-3000	N/A	47-2141	47-2141	17-3000
3	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	License #	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Tuition	TBD	TBD	TBD	TBD	TBD	TBD	\$1,495.00	\$595.00	\$595.00	TBD
6	Expiration Date	TBD	TBD	TBD	TBD	TBD	TBD	N/A	N/A	N/A	TBD
7	Book Cost	TBD	TBD	TBD	TBD	TBD	TBD	Included	Included	Included	TBD
8	Lab Fee	TBD	TBD	TBD	TBD	TBD	TBD	Included	Included	Included	TBD
9	Physical/ Medical Cost	TBD	TBD	TBD	TBD	TBD	TBD	N/A	N/A	N/A	TBD
10	Uniforms	TBD	TBD	TBD	TBD	TBD	TBD	N/A	N/A	N/A	TBD
11	Certification, Licensure or Testing Cost	TBD	TBD	TBD	TBD	TBD	TBD	N/A	N/A	N/A	TBD
12	Other Costs	TBD	TBD	TBD	TBD	TBD	TBD	N/A	N/A	N/A	TBD
	Total Cost	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,495.00	\$595.00	\$595.00	\$0.00
	For July 2025 through June 2026										
13	Is program eligible for Pell Grant	No	No	No	No	No	No	No	No	No	No
14	Total number of persons enrolled in training program							0	0	0	
15	Total number of WIOA funded persons enrolled in training program. 2024/2025										
15 a	Total number of WIOA funded persons enrolled in training program. 2023/2024										
16	Total number of WIOA funded persons from CareerSource Pasco Hernando enrolled in training program. 2023-2025 (this is a two year period)										
17	Total number of persons completing this training program 2023-2025(this is a two year period)										
18	Total number of WIOA funded persons completing this training program 2023-2025 (this is a two year period)										
19	Total number of WIOA funded persons from CareerSource Pasco Hernando completing this training 2023 - 2025 (this is a two year period)										
20	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										
21	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										

22	Total number of WIOA funded persons from CareerSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										
23	Total number of persons employed after completing the training program 2023-2025 (this is a two year period)										
24	Total number of WIOA funded persons employed after completing the training program 2023-2025 (this is a two year period)										
25	Total number of WIOA funded persons from CareerSource Pasco Hernando employed after completing the training program 2023-2025 (this is a two year period)										
A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	National Credential	National Credential	National Credential	National Credential	National Credential	National Credential	Badges	Local Credential	Local Credential	National Credential
B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use 4-Digit NAICS Codes)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	N/A	Repair and Maintenance (81)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training.	None	None	None	None	None	None	None	None	None	None
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes

		81	82	83	84	85	86	87	88	89	90
1	Program Title	Certified AutoCAD, CE	Introduction to 3D Printing, CE	Certified SolidWorks, CE	Certified CompTIA A+, Network+, and Security+, CE	Certified Linux Essentials, CE	Certified Python Programming, CE	FAA Dispatcher, CE	FAA Approved Small Unmanned Aircraft Systems, CE	Introduction to Booking w QuickBooks, CE	AIPB Certified Bookkeeper
2	SOC	17-3000	17-3000	17-3000	15-1143	15-1143	15-1143	53-2011	53-2011	43-3031	43-3031
3	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	License #	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Tuition	\$995.00	\$795.00	\$795.00	\$1,595.00	\$1,995.00	\$1,295.00	\$4,220.00	\$795.00	\$1,095.00	\$1,295.00
6	Expiration Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7	Book Cost	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included
8	Lab Fee	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included
9	Physical/ Medical Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10	Uniforms	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11	Certification, Licensure or Testing Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12	Other Costs	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
	Total Cost	\$995.00	\$795.00	\$795.00	\$1,595.00	\$1,995.00	\$1,295.00	\$4,220.00	\$795.00	\$1,095.00	\$1,295.00
	For July 2025 through June 2026										
13	Is program eligible for Pell Grant	No	No	No	No	No	No	No	No	No	No
14	Total number of persons enrolled in training program	5	6	2	12	3	7	2	3		
15	Total number of WIOA funded persons enrolled in training program. 2024/2025										
15 a	Total number of WIOA funded persons enrolled in training program. 2023/2024										
16	Total number of WIOA funded persons from CareerSource Pasco Hernando enrolled in training program. 2023-2025 (this is a two year period)										
17	Total number of persons completing this training program 2023-2025(this is a two year period)										
18	Total number of WIOA funded persons completing this training program 2023-2025 (this is a two year period)										
19	Total number of WIOA funded persons from CareerSource Pasco Hernando completing this training 2023 - 2025 (this is a two year period)										
20	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										
21	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										

22	Total number of WIOA funded persons from CareerSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)										
23	Total number of persons employed after completing the training program 2023-2025 (this is a two year period)										
24	Total number of WIOA funded persons employed after completing the training program 2023-2025 (this is a two year period)										
25	Total number of WIOA funded persons from CareerSource Pasco Hernando employed after completing the training program 2023-2025 (this is a two year period)										
A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	National Credential	National Credential	National Credential	National Credential	National Credential	National Credential	National Credential	National Credential	National Credential	National Credential
B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use 4-Digit NAICS Codes)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Professional, Scientific, and Technical Services (54)	Information	Information	Information	Transportation and Warehouse (48-49)	Transportation and Warehouse (48-49)	Finance & Insurance (52)	Finance & Insurance (52)
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training.	250 hours	None	400 hours	None	None	None	None	None	None	None
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes

		91	92	93	94	95	96	98	99	100
1	Program Title	Operation of Early Childhood Center, (Director) CE	FL Childcare Professional Credential, (FCCPC) CE	Real Estate Pre-Licensing - 63 hour CE	Dental Assisting, CC	Dental Hygienist, AS	Emergency Medical Services, AS	Licensed Practical Nurse to Registered Nurse (ADN) Transition Program, AS	Paramedic, CCC	Phlebotomy, CC
2	SOC	25-2021	25-2021	41-9022	31-9091	29-2021	29-2099	29-1141	29-2099	31-9097
3	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	License #	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Tuition	\$352.00	\$905.00	TBD	\$3,611.00	\$9,256.00	\$9,203.00	\$2,630.00	\$4,917.00	\$484.00
6	Expiration Date	N/A	N/A	TBD	N/A	N/A	N/A	N/A	N/A	N/A
7	Book Cost	Included	Included	TBD	\$412.00	\$1,645.00	\$1,717.00	\$1,780.00	\$624.00	\$225.00
8	Lab Fee	Included	Included	TBD	\$300.00	\$1,605.00	N/A	N/A	\$331.00	\$36.00
9	Physical/ Medical Cost	N/A	N/A	TBD	N/A	N/A	N/A	N/A	N/A	N/A
10	Uniforms	N/A	N/A	TBD	N/A	N/A	N/A	N/A	N/A	N/A
11	Certification, Licensure or Testing Cost	N/A	N/A	TBD	N/A	N/A	N/A	N/A	N/A	N/A
12	Other Costs	N/A	N/A	TBD	\$242.00	\$333.00	\$900.00	\$1,714.00	\$500.00	\$628.00
	Total Cost	\$352.00	\$905.00	\$0.00	\$4,565.00	\$12,839.00	\$11,820.00	\$6,124.00	\$6,372.00	\$1,373.00
	For July 2025 through June 2026									
13	Is program eligible for Pell Grant	No	No	No	Yes	Yes	Yes	Yes	Yes	No
14	Total number of persons enrolled in training program				11	29	200	66	857	26
15	Total number of WIOA funded persons enrolled in training program. 2024/2025									
15 a	Total number of WIOA funded persons enrolled in training program. 2023/2024							1		
16	Total number of WIOA funded persons from CareerSource Pasco Hernando enrolled in training program. 2023-2025 (this is a two year period)		1		1			1		27
17	Total number of persons completing this training program 2023-2025(this is a two year period)					23	10		73	38
18	Total number of WIOA funded persons completing this training program 2023-2025 (this is a two year period)							1		
19	Total number of WIOA funded persons from CareerSource Pasco Hernando completing this training 2023 - 2025 (this is a two year period)							1		
20	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)					23	10		73	38
21	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)									

22	Total number of WIOA funded persons from CareerSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)									
23	Total number of persons employed after completing the training program 2023-2025 (this is a two year period)									
24	Total number of WIOA funded persons employed after completing the training program 2023-2025 (this is a two year period)									
25	Total number of WIOA funded persons from CareerSource Pasco Hernando employed after completing the training program 2023-2025 (this is a two year period)									
A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	National Credential	National Credential	National Credential	Career Certificate	Associate Degree	Associate Degree	Associate Degree	College Credit Certificate	Career Certificate
B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use 4-Digit NAICS Codes)	Educational Services (61)	Educational Services (61)	Real Estate (53)	Health Care and Social Assistance (62)	Health Care and Social Assistance (62)	Health Care and Social Assistance (62)	Health Care and Social Assistance (62)	Health Care and Social Assistance (62)	Health Care and Social Assistance (62)
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training.	None	None	None	None	None	None	None	None	None
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

		101	102	103	104	105	106	107	108
1	Program Title	Practical Nursing, CC	Radiography, AS	Registered Nurse (RN), AS	Registered Nurse, BSN	RN Paramedic Transition Program, AS	Social and Human Services, AS	Social and Human Services Generalist, CC	Surgical Technology, AS
2	SOC	29-1141	29-3034	29-1141	29-1141	29-1141	21-1093	21-1093	29-2055
3	Is the program approved for training by the State of Florida Dept of Education or other State of Florida regulating entity?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
4	License #	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
5	Tuition	\$3,964.00	\$7,944.00	\$4,418.00	\$5,295.36	\$3,261.00	\$6,706.00	\$6,837.00	\$3,964.00
6	Expiration Date	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
7	Book Cost	\$1,112.00	\$1,130.00	\$1,762.00	\$5,295.36	\$1,780.00	\$2,887.00	\$1,081.00	\$3,964.00
8	Lab Fee	\$345.00	\$405.00	\$334.00	\$728.00	\$334.00	\$25.00	\$23.00	\$25.00
9	Physical/ Medical Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10	Uniforms	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11	Certification, Licensure or Testing Cost	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12	Other Costs	\$1,469.00	\$476.00	\$2,038.00	N/A	\$1,863.00	\$23.00	N/A	N/A
	Total Cost	\$6,890.00	\$9,955.00	\$8,552.00	\$11,318.72	\$7,238.00	\$9,641.00	\$7,941.00	\$7,953.00
	For July 2025 through June 2026								
13	Is program eligible for Pell Grant	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
14	Total number of persons enrolled in training program	119	66	38	38	35	220	4	7
15	Total number of WIOA funded persons enrolled in training program. 2024/2025								
15 a	Total number of WIOA funded persons enrolled in training program. 2023/2024	2		2					
16	Total number of WIOA funded persons from CareerSource Pasco Hernando enrolled in training program. 2023-2025 (this is a two year period)	2		2					
17	Total number of persons completing this training program 2023-2025(this is a two year period)	23	29	231	87		17		8
18	Total number of WIOA funded persons completing this training program 2023-2025 (this is a two year period)								
19	Total number of WIOA funded persons from CareerSource Pasco Hernando completing this training 2023 - 2025 (this is a two year period)								
20	Total number of persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)	23	29	231	87		17		8
21	Total number of WIOA funded persons awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)								

22	Total number of WIOA funded persons from CareerSource Pasco Hernando awarded a Recognized Postsecondary Credential (or other credential, if applicable) 2023-2025 (this is a two year period)								
23	Total number of persons employed after completing the training program 2023-2025 (this is a two year period)								
24	Total number of WIOA funded persons employed after completing the training program 2023-2025 (this is a two year period)								
25	Total number of WIOA funded persons from CareerSource Pasco Hernando employed after completing the training program 2023-2025 (this is a two year period)								
A	Nature of the Postsecondary Credentials (or other credentials received by completing students) i.e State Certificate, AA, Nationally Recognized Credential, etc.	Career Certificate	Associate Degree	Associate Degree	Bachelor Degree	Associate Degree	Associate Degree	Associate Degree	Associate Degree
B	Can the credential be stacked with other credentials as part of a sequence to move an individual along a career pathway or up a career ladder?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
C	Have this program been developed in partnership or collaboration with a business or industry (identifying the business or industry).	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
D	Identify the in-demand industry sectors and occupations which best fit with the training program (Use 4-Digit NAICS Codes)	Health Care and Social Assistance (62)	Health Care and Social Assistance (62)	Health Care and Social Assistance (62)	Health Care and Social Assistance (62)	Health Care and Social Assistance (62)	Health Care and Social Assistance (62)	Health Care and Social Assistance (62)	Health Care and Social Assistance (62)
E	Describe the prerequisites of skills and knowledge required prior to the commencement of training.	None	None	None	None	None	None	None	None
F	Verification the training program is for an occupation on the Local Area TOL. (confirm the program is on the CSPH TOL - fill in the SOC number corresponding to the occupation from the TOL)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes



Training Provider Agreement- Renewal

This Training Provider Agreement is by and between **Pasco Hernando Workforce Board, Inc.. d/b/a CareerSource Pasco Hernando**, hereinafter referred to as **CareerSource Pasco Hernando** and Pasco-Hernando State College hereinafter referred to as the Training Provider.

Whereas, CareerSource Pasco Hernando has available funding for certain training of eligible individuals under the Workforce Innovation Opportunity Act (WIOA), Temporary Assistance for Needy Families (TANF), Trade Adjustment Act (TAA), Supplemental Nutritional Assistance Program (SNAP), and other special project training funds and;

Whereas, in response to the training needs of youth and unskilled and/or dislocated workers in Pasco and Hernando Counties, CareerSource Pasco Hernando may request from time to time that the Training Provider provide certain prescribed training to eligible individuals referred by CareerSource Pasco Hernando, and;

Whereas, the Training Provider agrees to provide the above referenced training, subject to the terms and conditions set forth hereinafter, and;

Whereas, this Agreement summarizes the agreement of CareerSource Pasco Hernando and the Training Provider as to the training program(s) to be provided to those eligible individuals referred by CareerSource Pasco Hernando staff and accepted by the Training Provider and the operating procedures governing payment for that training program, and;

Whereas, authorized CareerSource Pasco Hernando staff acts as the referral agent for CareerSource Pasco Hernando customers, and;

Whereas, CareerSource Pasco Hernando is authorized to make payment of tuition, fees, materials, supplies, etc.;

Now, therefore, the following General Provisions are hereby agreed to by the parties.

A. STATEMENT OF WORK

1. Eligible individuals referred by CareerSource Pasco Hernando staff to the Training Provider shall be enrolled only in the approved training course(s) and only for the designated period of time specified on the CareerSource Pasco Hernando Individual Training Account Voucher. At no time can the Training Provider allow CareerSource Pasco Hernando student to switch training programs or to extend their training at CareerSource Pasco Hernando cost, without written approval via the issuance of an updated Training Voucher from CareerSource Pasco Hernando and/or its designated contractors.

The tuition charged shall be based on the tuition submitted with the Training Provider's Application, less applicable discounts for these courses. CareerSource Pasco Hernando cannot pay other fees that are not specified in this Agreement or on the Individual Training Account Voucher.

2. For individuals requiring a renewal of their CareerSource Pasco Hernando Individual Training Account Voucher, such voucher shall not be issued until receipt of transcript or an acceptable form of progress report. CareerSource Pasco Hernando students shall be eligible for program

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completion in accordance with the same standards as the general student population of Training Provider.

3. The Training Provider shall provide the course(s) as specified in the approved Program Description. The Training Provider shall notify CareerSource Pasco Hernando of any changes in the approved Program Descriptions prior to the enrollment of any individual referred by CareerSource Pasco Hernando staff.
4. It is understood and agreed that WIOA customers will receive a comprehensive objective assessment and individual service strategy by CareerSource Pasco Hernando to determine the most appropriate training for each individual. Only those customers determined to be in need of training through this objective assessment will be referred to the Training Provider by CareerSource Pasco Hernando. Neither the Training Provider nor the customer is authorized to enroll the customer into additional training courses or programs without prior written consent of CareerSource Pasco Hernando staff.
5. All CareerSource Pasco Hernando students, regardless of program, but including those students eligible for WIOA or welfare transition assistance, shall not be discriminated against in receipt of such financial aid solely on their status as CareerSource Pasco Hernando customers. CareerSource Pasco Hernando students, including WIOA/welfare transition customers, shall be afforded all the rights, privileges, and benefits available to the general student population of the Training Provider. The Training Provider agrees that each individual referred by the CareerSource Pasco Hernando staff for training will be evaluated for all financial aid eligibility normally available to other students.
6. The Training Provider shall adhere to the Workforce Innovation and Opportunity Act (WIOA) as to the disposition of the Pell Grant for individual customers. Funds received for Pell eligible customers are authorized to be disbursed to the customer and are not required to be reimbursed to CareerSource Pasco Hernando. Students that applied for and received WIOA funding that are also eligible for Pell may utilize Pell funds for other education related expenses as allowable under Title IV regulation, in addition to tuition, with prior discussion and approval of CareerSource Pasco Hernando.
7. The Training Provider will seek and coordinate other funding sources for WIOA students. The Training Provider agrees to notify CareerSource Pasco Hernando staff in writing on a quarterly basis of any financial aid provided to students. It is the responsibility of the Training Provider to provide sufficient oversight to prevent misapplication of funds, which results in double payment of any charges or the utilization of Federal funds when other funds could have been used for the same purpose. The Individual Training Account Voucher will specify the expenses that will be paid for by CareerSource Pasco Hernando funds.
8. The Training Provider acknowledges and understands that remuneration to attract CareerSource Pasco Hernando students is prohibited.
9. The Training Provider understands that this Agreement does not guarantee any referrals, set aside any training vouchers, or budget any funds whatsoever for the approved training programs offered by the Training Provider and covered by this agreement. All decisions regarding the issuance of a training voucher will be made on a case-by-case basis by CareerSource Pasco Hernando, and/or its contractors, taking into consideration the information available, including the assessed

needs of the potential trainee, geographical location of the training and the residence of the potential trainee, any additional costs of the training to the trainee, etc.

10. Potential trainees requesting specific training from a pre-selected school will be given a list of approved Training Providers who provide the same type of training in order to allow the potential CareerSource Pasco Hernando is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this website may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711. A proud partner of the American Job Center network.

trainee to research each school before making a final decision. The decision to issue a training voucher to any approved training program at any particular Training Provider is at the sole discretion of CareerSource Pasco Hernando and/or its designated contractors.

11. The Training Provider will be required to submit documentation on an annual basis to include current CIE Licensure, FETPIP report, school catalog and schedule or website link, building facility accessibility checklist, and a copy of the current liability insurance.

B. PERFORMACEREPORTING

Training Providers must supply performance information to the Florida Education and Training Placement Information Program (FETPIP). Reporting to FETPIP is a requirement of this Agreement. The Training Provider shall understand that subsequent eligibility will be based, in part, on data reflecting favorable outcomes as verified by FETPIP.

The Training Provider must agree to track, supply and provide all required performance outcomes to include but not limited to: GPA, progress reports, credentials, certificate of completion to email address: trainingprovider@careersourcepascohernando.com Subject line should include subject matter that is being provided.

As a requirement to maintain subsequent eligibility, the Training Provider is responsible for making arrangements and providing FETPIP with the information that FETPIP requires in a timely manner.

The required performance information will be: Required performance information for all students:

- Program completion rates
- Percentage who obtained unsubsidized employment
- Wages at placement in employment

In order to maintain continued eligibility, Training providers are required to meet the following performance requirements:

- A. Employment rate. Each program will maintain a 70% rate of employment for all students that received CareerSource Pasco Hernando funding assistance. This rate will be inclusive of those that did not complete training. Under this requirement both full and part time employment and employment outside the field of training will be considered as a positive outcome.
- B. Completion Rate. Each program completion will maintain a 65% completion rate per training program.
- C. Wage rate. Currently, each training program must meet the minimum entry level wage rate in effect for the applicable period. This wage rate is adjusted annually by the State based on the Florida Price Index in effect for CareerSource Pasco Hernando.
- D. Enrollments for the addition of new training programs are limited to a maximum of 6-10 (to be determined by Upper Management) until performance is established.

C. AGREEMENTPERIOD

This renewal Agreement will become effective on July 1, 2026
and remain in effect until June 30, 2027 with the option to renew for two additional years as long the Training Provider provides annually; performance data, valid licensures, and updated costs for tuition and fees.

A Related Party Training Provider requires annual approval by the board of directors.

Failure to respond to request for previous or current participant information will terminate this Agreement. With exception to the above statement of cancellation, this Agreement may be cancelled at any time by either party with thirty (30) days written notice. In the event of such cancellation, there shall

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be no interruption in services for customers already enrolled in training.

D. PAYMENT AND DELIVERY

1. Tuition payments will be considered only for those individuals referred to the Training Provider by CareerSource Pasco Hernando as evidenced by a valid CareerSource Pasco Hernando Individual Training Account Voucher. Tuition or other payments will be made to Training Provider only for those individuals enrolled in and receiving training.
2. The Training Provider shall forward to CareerSource Pasco Hernando an original, signed and embossed Individual Training Account Voucher and written invoice for this tuition/fee at the time a student begins training and becomes eligible for invoicing. This invoice is payable to the Training Provider upon receipt in accordance with payment procedures listed below.
3. Training Provider shall refund to CareerSource Pasco Hernando such tuition/fees which are paid by CareerSource Pasco Hernando for individuals who enroll in and begin training, but drop out of courses. Refund payment shall never be made to the student for funds.
4. The Training Provider agrees that CareerSource Pasco Hernando shall not incur financial liability for students enrolled prior to receipt of a voucher which bears the signature of authorized personnel working on behalf of CareerSource Pasco Hernando. No verbal authorizations for enrollment into training will ever occur under this agreement.
5. CareerSource Pasco Hernando will make all payments for authorized enrollments prior to the termination of this Agreement.
6. Any changes in the Training Provider's tuition and fees must be submitted in writing with justification to CareerSource Pasco Hernando for approval. Changes must be reviewed and accepted by CareerSource Pasco Hernando prior to implementation.
7. With the executed copy of this Agreement, the Training Provider will supply CareerSource Pasco Hernando with a copy of its written policies concerning refunds, cancellations, and withdrawals. These policies must be applied to CareerSource Pasco Hernando students the same as they would apply to any other student. The Training Provider shall, in conformity with the general refund policies of the Training Vender, refund such tuition, books and fees that are paid by CareerSource Pasco Hernando for individuals who enroll in and begin training but drop out of courses or training. The Training Provider agrees not to accept a voucher that was transferred to any other student.
8. The Training Provider acknowledges and understands that under no circumstance can it hold the student accountable for any program costs that are attributable to this Agreement.
9. Payment Procedure
 - a) The Training Provider will receive funds based on the information contained on the Individual Training Account Voucher and from the coordination of other funding sources available to the student. The Training Provider will also provide the information to show if the PELL or any other scholarships have been applied for.
 - b) To receive reimbursement, the Training Provider must submit to CareerSource Pasco Hernando an official, Individual Training Account Voucher and invoice supported by back up documentation on costs. All invoices with signed copies of vouchers need to be emailed to invoices@careersourcepascohernando.com.
 - c) Individual Training Account Vouchers and invoices accepted for payment will generally be paid

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within thirty (30) days of receipt.

- d) Individual Training Account Vouchers and invoices not accepted for payment will be returned to the Training Provider with an explanation.

E. RECORDS

1. The Training Provider shall provide to CareerSource Pasco Hernando staff monthly progress reports indicating both the progress and attendance of CareerSource Pasco Hernando students and signed by the student and instructor or qualified school representative.
2. The Training Provider shall notify CareerSource Pasco Hernando staff within 5-10 days of a CareerSource Pasco Hernando student's completion or termination/drop from training program. In such an instance, information concerning the CareerSource Pasco Hernando student's date of employment, wage, job title, CIP code, if known, must also be indicated on the progress report. If the 5-10 business day notification period cannot be met due to extraordinary reasons, it is the responsibility of the Training Provider to communicate this to CareerSource Pasco Hernando and coordinate an alternative option.
3. The Training Provider shall provide CareerSource Pasco Hernando contact information to include an email address, a fax and a phone number for a designated representative of the Training Provider who can respond to requests from CareerSource Pasco Hernando's authorized staff for any monthly progress report, attendance information, completion/termination information, transcripts and/or credentials.
4. The Training Provider shall take any and all necessary steps to insure the confidentiality of personal information including, name, Social Security Number, Social Security benefit data, date of birth, official State or government issued driver's license or identification number, alien registration number, government passport number, employer or taxpayer identification number, home address, phone number and medical information of each trainee receiving a CareerSource Pasco Hernando Training Voucher. This information is considered confidential and all applicable confidentiality policies and laws shall apply. The Training Provider shall also have in place an official process for investigating and reporting lost or stolen confidential information. Any infraction of the Federal Privacy Act related to the lost or stolen of confidential information should immediately be reported to CareerSource Pasco Hernando.
5. At any time during normal business hours and as often as CareerSource Pasco Hernando, the State of Florida, United States Department of Labor, Comptroller General of the United States, or their designated representative may deem necessary, the Training Provider shall make available all such books, documents, papers, and records (including computer records) which are directly pertinent to payments made by CareerSource Pasco Hernando to the Training Provider under this agreement, for examination, audit, or for the making of excerpts or copies of such records. This provision shall also include timely and reasonable access to the Training Provider's personnel for the purpose of interviews and discussions related to such documents.

F. AUDITS

If applicable, the Training Provider shall be subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507) and revised OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations" and any other specific requirements imposed by the Board.

G. ASSIGNMENTS AND SUBCONTRACTS

The Training Provider shall not subcontract, assign or transfer any rights or responsibilities under this agreement or any portion thereof without the written approval by CareerSource Pasco Hernando. CareerSource Pasco Hernando is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. All voice telephone numbers on this website may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711. A proud partner of the American Job Center network.

Hernando, unless otherwise authorized by this Agreement. A written subcontract must be presented to CareerSource Pasco Hernando for consideration. In no case shall such consent relieve Training Provider from the obligation under or change the terms of this Agreement unless otherwise provided.

H. TERMINATION FOR CONVENIENCE/DEFAULT

1. As noted in Section C, failure to respond to request for previous or current participant information will terminate this Agreement.
2. CareerSource Pasco Hernando or Training Provider may terminate this Agreement for convenience when it is in the best interest of CareerSource Pasco Hernando or Training Provider. CareerSource Pasco Hernando may suspend this Agreement for the purpose of investigating irregularities under this Agreement. Any termination for convenience or suspension will be preceded by written notice setting forth the effective date of said termination or suspension. The termination/suspension shall be effective as of the date the notice is issued and the Training Provider has thirty (30) days after the effective date to bill for payment. The Training Provider shall be entitled to receive just and equitable compensation for any services performed hereunder through the date of termination or suspension.

In the event of termination for whatever reason, both parties agree to negotiate a plan to ensure an orderly transition for customers in training. If the Training Provider elects to remove themselves from the approved Training Provider list, the Training Provider is required to "train out" any students financially supported by a CareerSource Pasco Hernando Training Voucher under the same provisions that are included in this agreement.

3. If the Training Provider fails to perform, in whole or in part, or to make sufficient progress, so as to endanger performance, CareerSource Pasco Hernando will notify the Training Provider of such unsatisfactory performance. If such unsatisfactory performance continues, CareerSource Pasco Hernando will notify the Training Provider in writing. The Training Provider will have ten (10) working days from receipt of notice in which to respond with a plan agreeable to CareerSource Pasco Hernando to correct said deficiencies.

Upon failure of the Training Provider to respond within the appointed time or failure of the Training Provider to respond with appropriate plans, CareerSource Pasco Hernando will cease enrollments into the Training Provider's programs until the Training Provider responds with appropriate plans to correct its deficiencies. Should the Training Provider be unable or unwilling to correct its performance, CareerSource Pasco Hernando will serve a termination notice which shall become effective within fifteen (15) days after its issuance.

In the event of such termination, CareerSource Pasco Hernando shall be liable for payment only for services rendered prior to the effective date of termination. Final billing for payment must be received by CareerSource Pasco Hernando within thirty (30) days of termination date.

CareerSource Pasco Hernando staff will also present information to the CareerSource Pasco Hernando Board of Directors regarding the performance issues and recommend removal of the Training Provider from the list of approved Training Providers.

4. The Training Provider shall give CareerSource Pasco Hernando written notice of any perceived breach, and it shall give CareerSource Pasco Hernando ten (10) working days to cure any perceived breach under the Agreement.

I. POLICY

Providers and Programs Policy of CareerSource Pasco Hernando, hereinafter referred to as the Policy. The Policy constitutes an integral part of this Agreement and is posted on CareerSource Pasco Hernando

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website under <https://www.careersourcepascohernando.com/wioa> in the Training Provider Section. CareerSource Pasco Hernando reserves the right to amend its policy at any time.

When CareerSource Pasco Hernando amends its policy, CareerSource Pasco Hernando shall make reasonable efforts to provide the Training Provider with general, not specific, notice of such changes by posting a conspicuous announcement on CareerSource Pasco Hernando's website that i) such policy changes and amendments have occurred; and ii) identifying which particular provisions have changed.

Such announcement shall be maintained for no less than 30 days following the effective date of such amendment. The Training Provider's continued use of CareerSource Pasco Hernando's Services, following the posting of such amendment shall signify and be deemed Training Provider's assent to and acceptance of the revised agreement and policy. **The Training Provider agrees that it has the burden to periodically review CareerSource Pasco Hernando's website for any updates or changes.**

J. ENTIRE AGREEMENT/MODIFICATION

This Agreement constitutes the complete and exclusive agreement between the parties relating to the subject matter hereof. It supersedes all prior proposals, understandings and all other agreements, oral and written, between the parties relating to this subject matter.

No agent, employee, or other representative of any party is empowered to alter any of the terms of this Agreement, unless done in writing and signed and approved by an executive officer of CareerSource Pasco Hernando or designee for CareerSource Pasco Hernando and an executive officer of Training Provider.

The parties agree to renegotiate this Agreement if revisions of any applicable state or federal laws, regulations or decreases in allocations make changes to this Agreement necessary.

K. APPLICABLE LAW AND JURISDICTION

The present agreement is governed by the internal substantive laws of the State of Florida, without respect to its conflict of laws principles. Jurisdiction for any claims arising under the present agreement shall lie exclusively with the courts in Pasco/Hernando County, Florida for those who entered into agreement with CareerSource Pasco Hernando.

L. CONFIDENTIALITY

Both Parties recognize they may have access to confidential student records. Likewise, both Parties will keep all records confidential to the extent required or allowed by applicable law; including but not limited to the Family Educational Rights and Privacy Act. Any information received by the Parties in the performance of this Agreement, or from any employee, student, or parent participating in or involved in the training will not be shared or otherwise disseminated except as allowed or required by law.

M. INDEMNIFICATION

Both Parties agree to indemnify and hold harmless the other for all claims, suits, judgments, or damages, including court costs and attorney's fees, arising out of the negligent or intentional acts or omissions of the implicated party and its agents, participants, and employees, in the course of the

operation of this contract. Further, the implicated party, upon receiving timely written notification, shall defend the other party against all claims, suits, judgments, or damages, including court costs and attorney's fees, arising out of the negligent or intentional acts or omissions of the implicated party and its agents, participants, and employees, in the course of the operation of this contract.

Where both parties commit joint negligent and intentional acts, each party shall be liable for, and shall have the obligation to defend, the part of the jointly negligent or intentional act committed by such party. In no event shall a party be liable for or have any obligation to defend against such claims, suits,

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judgments, or damages, including court costs and attorney's fees, arising out of the sole negligent or intentional acts of the other party.

Nothing herein shall be interpreted to expand or enlarge the scope of the waiver of sovereign immunity for state agencies as provided in Florida Statutes 768.28, Florida Statutes

N. STATEMENT OF ASSURANCE

During the performance of this Agreement, both Parties shall comply with Title VII of the 1964 Civil Right Act, as amended, and the Florida Human Rights Act of 1977, in that such Parties shall does not discriminate on the grounds of race, color, national origin, religion, sex, age, handicap, or marital status or in any form or manner with regard to its students, employees or applicants. Both Parties understand and agree that this Agreement is conditioned upon the veracity of this Statement of Assurance. Furthermore, both Parties agree they will comply with Title VI of the Civil Rights Act of 1964 when federal grant funds are involved in the provision of services required hereunder. Other applicable federal and state laws, executive orders, and regulations prohibiting the type of discrimination as herein delineated are included by this reference thereto. This Statement of Assurance shall be interpreted to include Vietnam era veterans and disabled veterans within its protective range of applicability.

O. NOTICES

All notices under this Agreement shall be given in writing to the parties at the following addresses:

If to Training Provider:

STAFF CONTACT INFORMATION			
Contact Name: Dr. Prashanth Pilly	Job Title: Vice President of Academic Affairs and Chief Academic Officer		
Institution Name: Pasco-Hernando State College			
Email: pillyp@phsc.edu	Phone: #: (727) 816-3490		
Address: 10230 Ridge Road	City: New Port Richey	State: FL	Zip: 34654

If to CareerSource Pasco Hernando:

STAFF CONTACT INFORMATION			
Contact Name:	Job Title:		
Email:	Phone: #:		
Address:		FL	

If given by United States mail, notices shall be deemed given upon mailing as specified in this paragraph. Either party may change the persons or addresses to which future notices are to be sent as provided by this paragraph.

Individual Training Account Voucher Invoices should be sent to:

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CONTACT INFORMATION
CAREERSOURCE PASCO HERNANDO
Email: invoices@careersourcepascohernando.com

P. SIGNATURES

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates set forth below the respective signatures:

PASCO HERNANDO WORKFORCE BOARD, INC. DBA CAREERSOURCE PASCO HERNANDO

Signature: _____

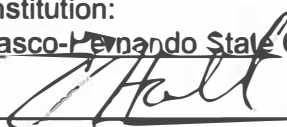
Print Name: _____

Title: _____

Date: ____/____/____

Name of Institution:

Pasco-Hernando State College

Signature: 

Print Name: Dr. Eric Hall

Title: President

Date: 5/13/20

Legal Language Previously Approved by PHSC Legal Counsel

Initials PAN

APPROVED
By nadolsp at 7:24 pm, May 07, 2026

ACTION ITEM 9
In-Kind MOU/IFA Agreement –
Pasco-Hernando State College

All contracts with organizations or individuals currently serving as Directors of PHWB shall require a two-thirds vote of the Board, quorum having been established.

Under Subtitle B, Section 121, of the Workforce Innovation and Opportunity Act (WIOA), the Local Workforce Development Board, in agreement with the Chief Elected Official for the area, is required to develop and enter into Memorandums of Understanding (MOU) and Infrastructure Funding Agreements (IFA) with required One-Stop Partner agencies.

The MOU/IFA describes the services to be provided through the American Job Center network, along with the methods used to fund infrastructure and shared system costs of the One-Stop delivery system. The agreements also establish methods to ensure access to workforce services for employers, job seekers, youth, and individuals with barriers to employment, including individuals with disabilities. MOU/IFAs are required to be renewed at least every three (3) years in accordance with federal and state requirements.

The attached MOU/IFAs are made pursuant to the Workforce Innovation and Opportunity Act of 2014, the Rehabilitation Act of 1973, and applicable federal and state guidance governing One-Stop Partner collaboration. The purpose of these agreements is to establish and maintain a unified, coordinated, and effective workforce development service delivery system throughout Pasco and Hernando Counties through collaborative partnerships between Pasco-Hernando Workforce Board (PHWB) and local partner agencies.

These MOU/IFAs are intended to coordinate resources, reduce duplication of services, strengthen referral pathways, and ensure efficient delivery of workforce, education, supportive, and training services throughout the region.

Consistent with local infrastructure funding negotiations and WIOA guidance, PHWB is pursuing an in-kind infrastructure funding model whenever feasible. Under this model, partner contributions toward infrastructure and shared system costs may include non-cash contributions such as staff collaboration, referral coordination, co-enrollment support, shared facilities or technology usage, workshops, training services, outreach activities, and other mutually agreed upon workforce system support activities.

The estimated value of each partner agency's contribution is formulated using a proportional cost allocation methodology consistent with WIOA infrastructure funding requirements and Uniform Guidance. Contribution levels are determined based on anticipated One-Stop system usage, relative benefit received from shared infrastructure and services, staffing presence, referral volume, collaborative activities, and allowable in-kind contributions supporting workforce system operations.

The agreement establishes the framework for coordinated workforce and educational services, shared referrals, co-location opportunities, student/customer workforce transition support, and collaboration required under the REACH Act and applicable WIOA provisions.

FOR CONSIDERATION

NOTE: The motion proposes recommending the items to the Consortium for approval. While these are recommendations, the final decision rests with the Consortium.

Approval of the negotiated three-year Workforce Innovation and Opportunity Act (WIOA) Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA) between Pasco-Hernando Workforce Board and Pasco-Hernando State College for the period of July 1, 2026, through June 30, 2029, for consideration by the PHWD Consortium.



Memorandum of Understanding

for

Workforce Development Partners

By and between **Pasco-Hernando Workforce Board, Inc. dba Career Source Pasco Hernando** and **Pasco Hernando State College**

Section 1. Parties

This Memorandum of Understanding ("MOU") is entered into between Pasco Hernando Workforce Board, Inc., DBA CareerSource Pasco Hernando, ("CSPH"); and Pasco Hernando State College ("PHSC"). CSPH and PHSC are collectively referred to as the "Parties" and individually as a "Party."

Section 2. Purpose

The Workforce Innovation and Opportunity Act of 2014 ("WIOA") Sec. 121(c)(1) requires the local workforce development board, with the agreement of the Chief Local Elected Officials (CLEOs), to develop and enter into a MOU between the local workforce development board and the One- Stop Partners concerning the operation of the one-stop delivery system in a local area.

The purpose of this MOU is to describe the cooperative workforce training and employment efforts of CSPH and PHSC and the actions to be taken by each to establish and maintain an effective and successful one-stop delivery system. The infrastructure funding agreement establishes a financial plan, including terms and conditions, to fund the services and operating cost of the one-stop delivery system.

This MOU establishes how resources will be coordinated, prevent duplication of services, and ensures the effective and efficient delivery of workforce services in the county(ies) represented by CSPH to enable the Partner to integrate with the one-stop delivery system.

The Parties agree to coordinate and perform the activities and services described herein within the scope of legislative requirements governing the parties' respective programs, services, and agencies.

Section 3. Partners in the One-Stop Delivery System

Pursuant to 20 CFR 678.400, required one-stop partners are the entities responsible for administering the following programs and activities in the local area:

1. Programs authorized under title I of WIOA, including:

- a. Adults
 - b. Dislocated Workers
 - c. Youth
 - d. Job Corps
 - e. YouthBuild
 - f. Native American programs
 - g. Migrant and seasonal farmer worker programs
2. The Wagner-Peyser Act Employment Service program authorized under the Wagner-Peyser Act (29 U.S.C. 49 et seq.), as amended by WIOA title III
 3. The Adult Education and Family Literacy Act (AEFLA) program authorized under title II of WIOA.
 4. The Vocational Rehabilitation (VR) program authorized under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), as amended by WIOA title IV (Division of Vocational Rehabilitation)
 5. The Senior Community Service Employment Program (SCSEP) authorized under title V of the Older Americans Act of 1965 (42 U.S.C. 3056 et seq.) (Florida Department of Elder Affairs)
 6. Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.) (Perkins V)
 7. Trade Adjustment Assistance activities authorized under chapter 2 of title II of the Trade Act of 1974 (19 U.S.C. 2271 et seq.)
 8. Jobs for Veterans State Grants programs authorized under chapter 41 of title 38, U.S.C.
 9. Employment and training activities carried out under the Community Services Block Grant (42 U.S.C. 9901 et seq.)
 10. Employment and training activities carried out by the Department of Housing and Urban Development
 11. Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law) (Reemployment Services and Eligibility Assessment Program) (RESEA)
 12. Programs authorized under sec. 212 of the Second Chance Act of 2007 (34 U.S.C. 10631)
 13. Temporary Assistance for Needy Families (TANF) authorized under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) (Florida Department of Children and Families)

Section 4. Provision of Services

- A. One-Stop Services.** The following services will be provided through the local one-stop delivery system:

1. Business Services:
 - a. Make labor exchange activities and labor market information available to local employers.
 - b. Develop relationships and networks with large and small employers and their intermediaries.
 - c. Develop, convene, or implement industry/sector partnerships.
 - d. Provide appropriate recruitment and other business services on behalf of employers, including information and referrals to specialized business services offered through the one-stop delivery system.
2. Job Seeker services:
 - a. Provide basic career services, including:
 1. Determinations of whether the individual is eligible for assistance;
 2. Outreach, intake, and orientation;
 3. Opportunity for individuals to apply for TANF assistance and non-assistance benefits and services;
 4. Initial assessment of skill levels including literacy, numeracy, and English language proficiency, as well as aptitudes, abilities (including skills gaps), and supportive services needs;
 5. Labor exchange services, including job search and placement assistance, including career counseling as specified in 20 CFR 678.430(a)(4);
 6. Referrals to and coordination of activities with other programs and services, including those within the one-stop delivery system and, when appropriate, other workforce development programs;
 7. Workforce and labor market employment statistics information, including the provision of accurate information relating to local, regional, and national labor market areas, including:
 - a. Job vacancy listings in labor market areas;
 - b. Information on job skills necessary to obtain vacant jobs listed; and
 - c. Information relating to local occupations in demand and the earnings, skill requirements, and opportunities for advancement for those jobs;
 8. Performance information and program cost information on eligible providers of education, training, and workforce services by program and type of providers;

9. Information about how the local area is performing on local performance accountability measures;
 10. Information about the availability of supportive services or assistance and appropriate referrals to same, including: child care; child support; medical or child health assistance available through the state's Medicaid program and Children's Health Insurance Program; benefits under SNAP; assistance through the earned income tax credit; and assistance under TANF, and other supportive services and transportation provided through that program;
 11. Information and meaningful assistance to individuals seeking assistance in filing a claim for unemployment compensation; and
 12. Assistance in establishing eligibility for programs of financial aid assistance for training and education programs not provided under WIOA.
- b. Provide individualized career services, including:
1. Comprehensive and specialized assessments of the skill service needs of adults and dislocated workers;
 2. Development of an individual employment plan;
 3. Group and/or individual counseling;
 4. Career planning;
 5. Short-term pre-vocational services;
 6. Internships and work experiences that are linked to careers;
 7. Workforce preparation activities;
 8. Financial literacy services;
 9. Out-of-area job search assistance and relocation assistance;
 10. English language acquisition and integrated education and training programs.
 11. Provide follow-up services, as appropriate, including counseling regarding the workplace, for participants in adult or dislocated worker workforce investment activities who are placed in unsubsidized employment, for up to 12 months after the first day of employment.
 12. Provide employment services and related support being provided by the TANF program that qualify as career services.
- c. Training Services:

1. Occupational skills training, including training for nontraditional employment;
 2. On-the-job training;
 3. Incumbent worker training;
 4. Programs that combine workplace training with related instruction, which may include cooperative education programs;
 5. Training programs operated by the private sector;
 6. Skills upgrading and retraining;
 7. Entrepreneurial training;
 8. Transitional jobs;
 9. Job readiness training;
 10. Adult education and literacy activities;
 11. Customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training.
- d. Youth Services:
1. Tutoring, study skills training, instruction and evidence-based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent or for a recognized postsecondary credential;
 2. Alternative secondary school services, or dropout recovery services, as appropriate;
 3. Paid and unpaid work experiences that have academic and occupational education as a component of the work experience;
 4. Occupational skill training;
 5. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;
 6. Leadership development opportunities, including community service and peer-centered activities encouraging responsibility and other positive social and civic behaviors;
 7. Supportive services;
 8. Adult mentoring;
 9. Follow-up services;
 10. Comprehensive guidance and counseling;
 11. Financial literacy education;
 12. Entrepreneurial skills training;

13. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area; and
 14. Activities that help youth prepare for and transition to post-secondary education and training.
3. Access to programs and activities carried out by one-stop partners listed in 20 CFR §§ 678.400 through 678.410, including the Employment Service program authorized under the Wagner-Peyser Act, as amended by WIOA title III (Wagner-Peyser Act Employment Service program).
- B. Access to Services.** The Parties will make their program services accessible to job seekers, whether they are physically housed within a career center or provided virtually. Through the one-stop delivery system by:
1. Exchanging participant's eligibility requirements for their workforce funding streams, identifying their program career services, and designating services and activities that may be appropriate for integration into the one-stop delivery system.
 2. Jointly developing and participating in cross-training of frontline staff to assure an understanding of the activities, support services, and constraints applicable to joint partner workforce funding streams.
 3. Coordinating outreach and recruitment through links on each other's websites.
- C. Coordinating Services.** The Parties shall coordinate and deliver program services (including workforce services) as appropriate through the one-stop delivery system by:
1. Seeking opportunities to share resources and reduce duplication of activities to streamline services for customers and improve frontline staff efficiency such as co-locating in a comprehensive or affiliate one-stop location site and by establishing direct linkages through technology as provided in 20 CFR 678.305(d).
 2. Working together on enhancing employer engagement to build a demand-driven system, improve business services, and match participants with work-based learning opportunities.
 3. Promoting continuous improvement through the coordination of staff training to provide frontline staff with information and knowledge regarding each other's services.
 4. Participating in the one-stop delivery system consistent with the terms of this MOU and the requirements of federal and state laws authorizing the program or activities and any related grant agreements.

- D. Cross Referral.** The Parties will implement policies and procedures that encourage the referral of customers to each other as appropriate by:
1. Reviewing their individual program policies, procedures, and processes them to the extent allowed by each program's specific laws and better serve customers through cross referral, sequential, or co-enrollment best benefit the customer.
 2. Using established methods for follow-up and reporting to each other services provided to the customer and the outcomes obtained.
- E. Information Sharing.** The Parties agree that the collection, use, and disclosure of participant records, including, but not limited to, customers' personally identifiable information (PII), is subject to various requirements set forth in federal and state privacy laws. Partner acknowledges that the execution of this MOU, by itself, does not function to satisfy all of these requirements. The Parties agree to comply with the following, as applicable: 29 CFR 38.41, governing the collection and maintenance of equal opportunity data and other information; 20 USC 1232g and 34 CFR Part 99 (the Family Educational Rights and Privacy Act and implementing regulations); 34 CFR 361.38 (Vocational Rehabilitation and Blind Services confidentiality regulations); and 20 CFR Part 603 (regulations governing confidentiality and disclosure of state unemployment compensation information).
- F.** Each Party will train its staff in the protection, use, and disclosure requirements governing PII and any other confidential data for all applicable programs.
- G. Accessibility.** The Parties will ensure access for workers, youth, and individuals with barriers to employment, including the use of technological tools, in each of the one-stop centers and affiliate locations. The Parties will offer priority services to recipients of public assistance, other low-income individuals, or individuals who have skills deficient for individualized career services and training services funded with WIOA adult funds. Job seekers and businesses must be able to access all information relevant to them via visits to One-Stop centers as well as through electronic means and direct linkages to workforce partner programs. The Parties will provide reasonable accommodations for individuals with disabilities in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Assistive technology, accessible formats, and language translation services will be made available and used as needed. The local workforce development board will either co-locate WIOA youth program staff at One-Stop centers and/or ensure One-Stop centers and staff are trained to serve youth and

equipped to advise youth to increase youth access to services and connect youth to the program that best aligns with their needs.

Section 5. Funding of infrastructure and Operating Costs

As required by 20 CFR 678.755, the Parties agree that the infrastructure and shared services budget will be periodically reconciled against actual costs incurred and adjusted accordingly to ensure that it reflects a cost allocation methodology that demonstrates how infrastructure costs are charged to each partner in proportion to its use of the one-stop center and relative benefit received, and that complies with 2 CFR part 200.

Section 6. Term

This MOU is effective upon the date of the last required signature, or July 1, 2026 whichever is later, through June 30, 2029, unless the MOU is terminated by either Party in accordance with the terms set forth herein.

Section 7. Modification and Renewal

- A. This MOU will be reviewed, and if substantial changes have occurred, renewed, not less than once every 3-year period to ensure appropriate funding and delivery of services.
- B. The MOU must be updated not less than every 3 years to reflect any changes in the signatory official of CSPH, one-stop partners, and chief elected officials, or one-stop infrastructure funding.
- C. This MOU may be amended or modified by mutual consent of the Parties, by the issuance of a written amendment executed by the Parties.
- D. The Parties may choose to include, via addendum to this MOU, other provisions that are consistent with WIOA title I, the authorizing statutes and regulations of one-stop partner programs, and the WIOA regulations.

Section 8. Termination

- A. Either Party may terminate this MOU for convenience by giving 30 days' written notice pursuant to Section 9 (Notice).
- B. In the event of termination, the Parties will convene within 30 days to renegotiate a mutually acceptable replacement MOU, if required by law to do so.

Section 9. Notice

- A. All notices required to be given to CSPH under this MOU shall be sufficient when emailed, hand-delivered, or mailed to CSPH at its office located at 4440 Grand Blvd., New Port Richey, FL 34652, addressed to the President/CEO.

- B. All notices required to be given to Partner under this MOU shall be sufficient when emailed, hand-delivered or mailed to Partner at its office located at 10230 Ridge Road, New Port Richey, FL 34654, addressed to President.

Section 10. Nondiscrimination

The Parties agree to comply with the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); on the basis of disability under Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); on the basis of sex under title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); or on the basis of race, color, or national origin under title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.).

The Parties agree that no individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with any program or activity relating to the operation of the one-stop delivery system because of race, color, religion, sex (except as otherwise permitted under title IX of the Education Amendments of 1972), national origin, age, disability, or political affiliation or any other factor or condition protected by law.

Section 11. Confidentiality

The Parties agree to abide by all applicable federal, state, and local laws and regulations regarding confidential information, including, but not limited to: 20 CFR part 603, 45 CFR 205.50, 20 USC 1232g and 34 CFR part 99, and 34 CFR 361.38. Each Party will ensure that the collection and use of any information, systems, or records that contain personally identifiable information ("PII") and other confidential/exempt information will be limited to purposes that support the programs and activities described in this MOU and will comply with applicable law. Each Party will ensure that access to software systems and files under its control that contain PII or other personal or confidential information will be limited to authorized staff members who are assigned responsibilities in support of the services and activities described herein and will comply with applicable law. Each Party expressly agrees to take measures to ensure that no PII or other personal or confidential information is accessible by unauthorized individuals. To the extent that confidential information needs to be shared amongst the Parties for the Parties' performance of their obligations under this MOU, and to the extent that such sharing is permitted by applicable law, any required data sharing agreements will be created and required confidentiality and ethical certifications will be signed by authorized individuals.

Section 11. Indemnification

The Parties to this MOU recognize that each party to this agreement shall be responsible for injury to persons or damage to property resulting from negligence on the part of itself, its employees, its agents, or its officers. No Partner assumes any responsibility for any other party, State or non-State, for the consequences of any act or omission of any third party. The Parties acknowledge CareerSource Pasco Hernando has no responsibility and/or liability for any actions of the One-stop center employees, agents, and/or assignees. Likewise, the Parties have no responsibility and/or liability for any actions of CareerSource Pasco Hernando. Nothing herein shall be interpreted to expand or enlarge the scope of the waiver of sovereign immunity for state agencies as provided in Florida Statutes 768.28.

Section 13. Dispute Resolution

If an issue arises involving this MOU, Parties will make every effort to reach a resolution in a timely and efficient manners. Any party may request a face-to-face meeting of the local partners to identify and discuss the issue. If resolved and no further action is deemed necessary by the partners, the issue and the resolution will be documented in writing. If not resolved, the issue and the efforts to resolve this will be documented and forwarded to the Executive Director of the local workforce development board and the Director of the partner agency. A joint decision will be issued within 60 calendar days of receipt. A partner that is dissatisfied with the decision may file the dispute with the Florida Department of Commerce ("FloridaCommerce") and the Florida Department of Education ("DOE") for resolution. FloridaCommerce and DOE may remand the issue back to the Executive Director of the local area and to the director of the partner agency or impose other remedies to resolve the issue.

Section 14. Signatures

IN WITNESS WHEREOF, CareerSource Pasco Hernando have caused this MOU to be duly executed as of the date set forth below.

The MOU must contain the signatures of the Chief Local Elected Official(s). The MOU must be updated at least once every three years and included in the local board's WIOA Workforce Services' plan.

SIGNATURE PAGE

Approved by:

Pasco-Hernando Workforce Board, Inc., dba CareerSource Pasco Hernando

Board Chair: _____
Signature: _____
Title: _____
Date: _____

Approved by:

Pasco Hernando Workforce Development Consortium

CLEO Name: John Allocco
Signature: _____
Title: _____
Date: _____

Approved by Partner:

Pasco Hernando State College

Name: Stormie Knight
Signature: 
Title: Vice President of Policy
Budget and
Administration
Date: 4/24/2026

Legal Language Previously Approved by PHSC Legal Counsel

Initials PAN

APPROVED

By nadolsp at 1:52 pm, Apr 24, 2026

Attachment 1: Partner Services

PHSC combines high-tech educational facilities and state-of-the-art programs with a focus on teaching for student success. Students can expect personalized attention, small class sizes, highly credentialed faculty, and tuition and fees that are among the most affordable in the State of Florida. PHSC's Associate in Arts (AA) degree program provides a solid foundation in the arts and sciences. Successful completion of PHSC's AA degree guarantees seamless transfer to one of Florida's public universities or state colleges at the junior level.

PHSC provides training for more than 30 high demand careers in business, health, industry and technology, and public services through new bachelor's degree, Associate in Science degree and certificate programs. PHSC offers educational opportunities for students of all ages and abilities.

PHSC's "open door" policy welcomes all high school graduates and GED recipients, with locations in Brooksville, Dade City, New Port Richey, Spring Hill, and Wesley Chapel.

The Partner Agency, Pasco Hernando State College, will perform the following functions:

- 1 Coordinate with CSPH to provide access to its workforce services and programs through the One-stop System in accordance with published policies and procedures, which include the manner in which the services will be coordinated and delivered through the One-stop System.
- 2 Coordinate with CSPH to ensure that the needs of job seekers, youth, and individuals with barriers to employment, including individuals with disabilities, are addressed in providing access to services, including access to technology and materials that are available through the One-stop System.
- 3 Coordinate with CSPH for the funding of the infrastructure costs of the one-stop career centers and the funding of shared services and operating costs in accordance with 29 U.S.C § 3151 and any infrastructure funding mechanism requirements issued by the State of Florida.
- 4 Provide all logistical support necessary for its staff located within the local area to be fully integrated within the One-stop System.

- 5 Provide feedback to CSPH management regarding the performance of the partnership, including its effectiveness and success.
- 6 Participate in career center periodic meetings to provide updates on the partners' programs and procedures to CSPH staff.
- 7 Encourage students/customers to meet with a CareerSource Pasco Hernando representative prior to graduation.
- 8 Provide CSPH with space (in an effort to co-locate) at an average of 120_sqft to meet with students/customers to provide resources and information.
- 9 Share information, in addition to providing assistance to CSPH in registering students/customers within the designated CSPH system for students nearing graduation, certification and/or course completion.
- 10 CSPH will provide cross-training and access for PHSC staff to help assist with students/customers with registration into the designated system.
- 11 Integrate the CSPH brand and logo within the PHSC digital presence for students/customers to easily access CSPH information and resources.
- 12 Provide CSPH all job orders/ postings for PHSC employment.

This is set forth and required by the 2021 Reimagining Education and Career Help (REACH) Act, and the 2023's Senate Bill 240.

ACTION ITEM 10

In-Kind MOU/IFA Agreement

Under Subtitle B, Section 121, of the Workforce Innovation and Opportunity Act (WIOA), the Local Workforce Development Board, in agreement with the Chief Elected Official for the area, is required to develop and enter into Memorandums of Understanding (MOU) and Infrastructure Funding Agreements (IFA) with required One-Stop Partner agencies.

The MOU/IFA describes the services to be provided through the American Job Center network, along with the methods used to fund infrastructure and shared system costs of the One-Stop delivery system. The agreements also establish methods to ensure access to workforce services for employers, job seekers, youth, and individuals with barriers to employment, including individuals with disabilities. MOU/IFAs are required to be renewed at least every three (3) years in accordance with federal and state requirements.

The attached MOU/IFAs are made pursuant to the Workforce Innovation and Opportunity Act of 2014, the Rehabilitation Act of 1973, and applicable federal and state guidance governing One-Stop Partner collaboration. The purpose of these agreements is to establish and maintain a unified, coordinated, and effective workforce development service delivery system throughout Pasco and Hernando Counties through collaborative partnerships between Pasco-Hernando Workforce Board (PHWB) and local partner agencies.

These MOU/IFAs are intended to coordinate resources, reduce duplication of services, strengthen referral pathways, and ensure efficient delivery of workforce, education, supportive, and training services throughout the region.

Consistent with local infrastructure funding negotiations and WIOA guidance, PHWB is pursuing an in-kind infrastructure funding model whenever feasible. Under this model, partner contributions toward infrastructure and shared system costs may include non-cash contributions such as staff collaboration, referral coordination, co-enrollment support, shared facilities or technology usage, workshops, training services, outreach activities, and other mutually agreed upon workforce system support activities.

The estimated value of each partner agency's contribution is formulated using a proportional cost allocation methodology consistent with WIOA infrastructure funding requirements and Uniform Guidance. Contribution levels are determined based on anticipated One-Stop system usage, relative benefit received from shared infrastructure and services, staffing presence, referral volume, collaborative activities, and allowable in-kind contributions supporting workforce system operations.

FOR CONSIDERATION

NOTE: The motion proposes recommending the items to the Consortium for approval. While these are recommendations, the final decision rests with the Consortium.

Approval of the negotiated three-year Workforce Innovation and Opportunity Act (WIOA) Memorandum of Understanding (MOU) and Infrastructure Funding Agreement (IFA) between Pasco-Hernando Workforce Board and the following One-Stop Partner agencies for the period of July 1, 2026, through June 30, 2029, for consideration by the PHWD Consortium.

- Pinellas County Urban League
- Pasco County Housing Authority



Memorandum of Understanding for

Workforce Development Partners

By and between **Pasco-Hernando Workforce Board, Inc. dba Career Source Pasco Hernando** and the **Pinellas County Urban League**

Section 1. Parties

This Memorandum of Understanding ("MOU") is entered into between Pasco Hernando Workforce Board, Inc., DBA CareerSource Pasco Hernando, ("CSPH"); and the Pinellas County Urban League ("PCUL"). CSPH and PCUL are collectively referred to as the "Parties" and individually as a "Party."

Section 2. Purpose

The Workforce Innovation and Opportunity Act of 2014 ("WIOA") Sec. 121(c)(1) requires the local workforce development board, with the agreement of the Chief Local Elected Officials (CLEOs), to develop and enter into a MOU between the local workforce development board and the One- Stop Partners concerning the operation of the one-stop delivery system in a local area.

The purpose of this MOU is to describe the cooperative workforce training and employment efforts of CSPH and PCUL and the actions to be taken by each to establish and maintain an effective and successful one-stop delivery system. The infrastructure funding agreement establishes a financial plan, including terms and conditions, to fund the services and operating cost of the one-stop delivery system.

This MOU establishes how resources will be coordinated, prevent duplication of services, and ensures the effective and efficient delivery of workforce services in the county(ies) represented by CSPH to enable the Partner to integrate with the one-stop delivery system.

The Parties agree to coordinate and perform the activities and services described herein within the scope of legislative requirements governing the parties' respective programs, services, and agencies.

Section 3. Partners in the One-Stop Delivery System

Pursuant to 20 CFR 678.400, required one-stop partners are the entities responsible for administering the following programs and activities in the local area:

1. Programs authorized under title I of WIOA, including:

- a. Adults
 - b. Dislocated Workers
 - c. Youth
 - d. Job Corps
 - e. YouthBuild
 - f. Native American programs
 - g. Migrant and seasonal farmer worker programs
2. The Wagner-Peyser Act Employment Service program authorized under the Wagner-Peyser Act (29 U.S.C. 49 et seq.), as amended by WIOA title III
 3. The Adult Education and Family Literacy Act (AEFLA) program authorized under title II of WIOA.
 4. The Vocational Rehabilitation (VR) program authorized under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), as amended by WIOA title IV (Division of Vocational Rehabilitation)
 5. The Vocational Rehabilitation (VR) program authorized under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), as amended by WIOA title IV (Division of Blind Services)
 6. The Senior Community Service Employment Program (SCSEP) authorized under title V of the Older Americans Act of 1965 (42 U.S.C. 3056 et seq.) (Florida Department of Elder Affairs)
 7. Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.) (Perkins V)
 8. Trade Adjustment Assistance activities authorized under chapter 2 of title II of the Trade Act of 1974 (19 U.S.C. 2271 et seq.)
 9. Jobs for Veterans State Grants programs authorized under chapter 41 of title 38, U.S.C.
 10. Employment and training activities carried out under the Community Services Block Grant (42 U.S.C. 9901 et seq.)
 11. Employment and training activities carried out by the Department of Housing and Urban Development
 12. Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law) (Reemployment Services and Eligibility Assessment Program) (RESEA)
 13. Programs authorized under sec. 212 of the Second Chance Act of 2007 (34 U.S.C. 10631)
 14. Temporary Assistance for Needy Families (TANF) authorized under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) (Florida Department of Children and Families)

Section 4. Provision of Services

A. One-Stop Services. The following services will be provided through the local one-stop delivery system:

1. Business Services:
 - a. Make labor exchange activities and labor market information available to local employers.
 - b. Develop relationships and networks with large and small employers and their intermediaries.
 - c. Develop, convene, or implement industry/sector partnerships.
 - d. Provide appropriate recruitment and other business services on behalf of employers, including information and referrals to specialized business services offered through the one-stop delivery system.
2. Job Seeker services:
 - a. Provide basic career services, including:
 1. Determinations of whether the individual is eligible to assistance;
 2. Outreach, intake, and orientation;
 3. Opportunity for individuals to apply for TANF assistance and non-assistance benefits and services;
 4. Initial assessment of skill levels including literacy, numeracy, and English language proficiency, as well as aptitudes, abilities (including skills gaps), and supportive services needs;
 5. Labor exchange services, including job search and placement assistance, including career counseling as specified in 20 CFR 678.430(a)(4);
 6. Referrals to and coordination of activities with other programs and services, including those within the one-stop delivery system and, when appropriate, other workforce development programs;
 7. Workforce and labor market employment statistics information, including the provision of accurate information relating to local, regional, and national labor market areas, including:
 - a. Job vacancy listings in labor market areas;
 - b. Information on job skills necessary to obtain vacant jobs listed; and
 - c. Information relating to local occupations in demand and the earnings, skill requirements, and opportunities for advancement for those jobs;

8. Performance information and program cost information on eligible providers of education, training, and workforce services by program and type of providers;
 9. Information about how the local area is performing on local performance accountability measures;
 10. Information about the availability of supportive services or assistance and appropriate referrals to such, including: child care; child support; medical or child health assistance available through the state's Medicaid program and Children's Health Insurance Program; benefits under SNAP; assistance through the earned income tax credit; and assistance under TANF, and other supportive services and transportation provided through that program;
 11. Information and meaningful assistance to individuals seeking assistance in filing a claim for unemployment compensation; and
 12. Assistance in establishing eligibility for programs of financial aid assistance for training and education programs not provided under WIOA.
- b. Provide individualized career services, including:
1. Comprehensive and specialized assessments of the skill service needs of adults and dislocated workers;
 2. Development of an individual employment plan;
 3. Group and/or individual counseling;
 4. Career planning;
 5. Short-term pre-vocational services;
 6. Internships and work experiences that are linked to careers;
 7. Workforce preparation activities;
 8. Financial literacy services;
 9. Out-of-area job search assistance and relocation assistance;
 10. English language acquisition and integrated education and training programs.
 11. Provide follow-up services, as appropriate, including counseling regarding the workplace, for participants in adult or dislocated worker workforce investment activities who are placed in unsubsidized employment, for up to 12 months after the first day of employment.

12. Provide employment services and related support being provided by the TANF program that qualify as career services.

c. Training Services:

1. Occupational skills training, including training for nontraditional employment;
2. On-the-job training;
3. Incumbent worker training;
4. Programs that combine workplace training with related instruction, which may include cooperative education programs;
5. Training programs operated by the private sector;
6. Skills upgrading and retraining;
7. Entrepreneurial training;
8. Transitional jobs;
9. Job readiness training;
10. Adult education and literacy activities;
11. Customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training.

d. Youth Services:

1. Tutoring, study skills training, instruction and evidence-based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent or for a recognized postsecondary credential;
2. Alternative secondary school services, or dropout recovery services, as appropriate;
3. Paid and unpaid work experiences that have academic and occupational education as a component of the work experience;
4. Occupational skill training;
5. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;
6. Leadership development opportunities, including community service and peer-centered activities encouraging responsibility and other positive social and civic behaviors;
7. Supportive services;
8. Adult mentoring;

9. Follow-up services;
 10. Comprehensive guidance and counseling;
 11. Financial literacy education;
 12. Entrepreneurial skills training;
 13. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area; and
 14. Activities that help youth prepare for and transition to post-secondary education and training.
3. Access to programs and activities carried out by one-stop partners listed in 20 CFR §§ 678.400 through 678.410, including the Employment Service program authorized under the Wagner-Peyser Act, as amended by WIOA title III (Wagner-Peyser Act Employment Service program).

B. Access to Services. The Parties will make their program services accessible to job seekers, whether they are physically housed within a career center or provided virtually. Through the one-stop delivery system by:

1. Exchanging participant's eligibility requirements for their workforce funding streams, identifying their program career services, and designating services and activities that may be appropriate for integration into the one-stop delivery system.
2. Jointly developing and participating in cross-training of frontline staff to assure an understanding of the activities, support services, and constraints applicable to joint partner workforce funding streams.
3. Coordinating outreach and recruitment through links on each other's websites.

C. Coordinating Services. The Parties shall coordinate and deliver program services (including workforce services) as appropriate through the one-stop delivery system by:

1. Seeking opportunities to share resources and reduce duplication of activities to streamline services for customers and improve frontline staff efficiency such as co-locating in a comprehensive or affiliate one-stop location site and by establishing direct linkages through technology as provided in 20 CFR 678.305(d).
2. Working together on enhancing employer engagement to build a demand-driven system, improve business services, and match participants with work-based learning opportunities.
3. Promoting continuous improvement through the coordination of staff training to provide frontline staff with information and knowledge regarding each other's services.

4. Participating in the one-stop delivery system consistent with the terms of this MOU and the requirements of federal and state laws authorizing the program or activities and any related grant agreements.
- D. Cross Referral.** The Parties will implement policies and procedures that encourage the referral of customers to each other as appropriate by:
1. Reviewing their individual program policies, procedures, and processes them to the extent allowed by each program's specific laws and better serve customers through cross referral, sequential, or co-enrollment best benefit the customer.
 2. Using established methods for follow-up and reporting to each other services provided to the customer and the outcomes obtained.
- E. Information Sharing.** The Parties agree that the collection, use, and disclosure of participant records, including, but not limited to, customers' personally identifiable information (PII), is subject to various requirements set forth in federal and state privacy laws. Partner acknowledges that the execution of this MOU, by itself, does not function to satisfy all of these requirements. The Parties agree to comply with the following, as applicable: 29 CFR 38.41, governing the collection and maintenance of equal opportunity data and other information; 20 USC 1232g and 34 CFR Part 99 (the Family Educational Rights and Privacy Act and implementing regulations); 34 CFR 361.38 (Vocational Rehabilitation and Blind Services confidentiality regulations); and 20 CFR Part 603 (regulations governing confidentiality and disclosure of state unemployment compensation information).
- F.** Each Party will train its staff in the protection, use, and disclosure requirements governing PII and any other confidential data for all applicable programs.
- G. Accessibility.** The Parties will ensure access for workers, youth, and individuals with barriers to employment, including the use of technological tools, in each of the one-stop centers and affiliate locations. The Parties will offer priority services to recipients of public assistance, other low-income individuals, or individuals who have skills deficient for individualized career services and training services funded with WIOA adult funds. Job seekers and businesses must be able to access all information relevant to them via visits to One-Stop centers as well as through electronic means and direct linkages to workforce partner programs. The Parties will provide reasonable accommodations for individuals with disabilities in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Assistive

technology, accessible formats, and language translation services will be made available and used as needed. The local workforce development board will either co-locate WIOA youth program staff at One-Stop centers and/or ensure One-Stop centers and staff are trained to serve youth and equipped to advise youth to increase youth access to services and connect youth to the program that best aligns with their needs.

Section 5. Funding of infrastructure and Operating Costs

As required by 20 CFR 678.755, the Parties agree that the infrastructure and shared services budget will be periodically reconciled against actual costs incurred and adjusted accordingly to ensure that it reflects a cost allocation methodology that demonstrates how infrastructure costs are charged to each partner in proportion to its use of the one-stop center and relative benefit received, and that complies with 2 CFR part 200.

Section 6. Term

This MOU is effective upon the date of the last required signature, or July 1, 2026 whichever is later, through June 30, 2029, unless the MOU is terminated by either Party in accordance with the terms set forth herein.

Section 7. Modification and Renewal

- A. This MOU will be reviewed, and if substantial changes have occurred, renewed, not less than once every 3-year period to ensure appropriate funding and delivery of services.
- B. The MOU must be updated not less than every 3 years to reflect any changes in the signatory official of CSPH, one-stop partners, and chief elected officials, or one-stop infrastructure funding.
- C. This MOU may be amended or modified by mutual consent of the Parties, by the issuance of a written amendment executed by the Parties.
- D. The Parties may choose to include, via addendum to this MOU, other provisions that are consistent with WIOA title I, the authorizing statutes and regulations of one-stop partner programs, and the WIOA regulations.

Section 8. Termination

- A. Either Party may terminate this MOU for convenience by giving 30 days' written notice pursuant to Section 9 (Notice).
- B. In the event of termination, the Parties will convene within 30 days to renegotiate a mutually acceptable replacement MOU, if required by law to do so.

Section 9. Notice

- A. All notices required to be given to CSPH under this MOU shall be sufficient when emailed, hand-delivered, or mailed to CSPH at its office located at 4440 Grand Blvd., New Port Richey, FL 34652, addressed to the President/CEO.
- B. All notices required to be given to Partner under this MOU shall be sufficient when emailed, hand-delivered or mailed to Partner at its office located at 4440 Grand Blvd, New Port Richey, FL 34652.

Section 10. Nondiscrimination

The Parties agree to comply with the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); on the basis of disability under Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); on the basis of sex under title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); or on the basis of race, color, or national origin under title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.).

The Parties agree that no individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with any program or activity relating to the operation of the one-stop delivery system because of race, color, religion, sex (except as otherwise permitted under title IX of the Education Amendments of 1972), national origin, age, disability, or political affiliation or belief.

Section 11. Confidentiality

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Section 12. Dispute Resolution

If an issue arises involving this MOU, Parties will make every effort to reach a resolution in a timely and efficient manners. Any party may request a face-to-face meeting of the local partners to identify and discuss the issue. If resolved and no further action is deemed necessary by the partners, the issue and the resolution will be documented in writing. If not resolved, the issue and the efforts to resolve this will be documented and forwarded to the Executive Director of the local workforce development board and the Director of the partner agency. A joint decision will be issued within 60 calendar days of receipt. A partner that is dissatisfied with the decision may file the dispute with the Florida Department of Commerce ("FloridaCommerce") and the Florida Department of Education ("DOE") for resolution. FloridaCommerce and DOE may remand the issue back to the Executive Director of the local area and to the director of the partner agency or impose other remedies to resolve the issue.

Section 13. Signatures

IN WITNESS WHEREOF, CareerSource Pasco Hernando have caused this MOU to be duly executed as of the date set forth below.

The MOU must contain the signatures of the Chief Local Elected Official(s). The MOU must be updated at least once every three years and included in the local board's WIOA Workforce Services' plan.

SIGNATURE PAGE

Approved by:

Pasco-Hernando Workforce Board, Inc., dba CareerSource Pasco Hernando

Board Chair: _____
Signature: _____
Title: _____
Date: _____

Approved by:

Pasco Hernando Workforce Development Consortium

CLEO Name: John Allocco
Signature: _____
Title: _____
Date: _____

Approved by Partner:

Pinellas County Urban League

Name: Andrea N.
Gaskin-Capehart
Signature: 
Title: CEO
Date: 5/27/26



Memorandum of Understanding for

Workforce Development Partners

By and between **Pasco-Hernando Workforce Board, Inc. dba Career Source Pasco Hernando** and **Pasco County Housing Authority**

Section 1. Parties

This Memorandum of Understanding ("MOU") is entered into between Pasco Hernando Workforce Board, Inc., DBA CareerSource Pasco Hernando, ("CSPH"); and Pasco County Housing Authority ("PCHA"). CSPH and PCHA are collectively referred to as the "Parties" and individually as a "Party."

Section 2. Purpose

The Workforce Innovation and Opportunity Act of 2014 ("WIOA") Sec. 121(c)(1) requires the local workforce development board, with the agreement of the Chief Local Elected Officials (CLEOs), to develop and enter into a MOU between the local workforce development board and the One- Stop Partners concerning the operation of the one-stop delivery system in a local area.

The purpose of this MOU is to describe the cooperative workforce training and employment efforts of CSPH and PCHA and the actions to be taken by each to establish and maintain an effective and successful one-stop delivery system. The infrastructure funding agreement establishes a financial plan, including terms and conditions, to fund the services and operating cost of the one-stop delivery system.

This MOU establishes how resources will be coordinated, prevent duplication of services, and ensures the effective and efficient delivery of workforce services in the county(ies) represented by CSPH to enable the Partner to integrate with the one-stop delivery system.

The Parties agree to coordinate and perform the activities and services described herein within the scope of legislative requirements governing the parties' respective programs, services, and agencies.

Section 3. Partners in the One-Stop Delivery System

Pursuant to 20 CFR 678.400, required one-stop partners are the entities responsible for administering the following programs and activities in the local area:

1. Programs authorized under title I of WIOA, including:

- a. Adults
 - b. Dislocated Workers
 - c. Youth
 - d. Job Corps
 - e. YouthBuild
 - f. Native American programs
 - g. Migrant and seasonal farmer worker programs
2. The Wagner-Peyser Act Employment Service program authorized under the Wagner-Peyser Act (29 U.S.C. 49 et seq.), as amended by WIOA title III
 3. The Adult Education and Family Literacy Act (AEFLA) program authorized under title II of WIOA.
 4. The Vocational Rehabilitation (VR) program authorized under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), as amended by WIOA title IV (Division of Vocational Rehabilitation)
 5. The Vocational Rehabilitation (VR) program authorized under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), as amended by WIOA title IV (Division of Blind Services)
 6. The Senior Community Service Employment Program (SCSEP) authorized under title V of the Older Americans Act of 1965 (42 U.S.C. 3056 et seq.) (Florida Department of Elder Affairs)
 7. Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.) (Perkins V)
 8. Trade Adjustment Assistance activities authorized under chapter 2 of title II of the Trade Act of 1974 (19 U.S.C. 2271 et seq.)
 9. Jobs for Veterans State Grants programs authorized under chapter 41 of title 38, U.S.C.
 10. Employment and training activities carried out under the Community Services Block Grant (42 U.S.C. 9901 et seq.)
 11. Employment and training activities carried out by the Department of Housing and Urban Development
 12. Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law) (Reemployment Services and Eligibility Assessment Program) (RESEA)
 13. Programs authorized under sec. 212 of the Second Chance Act of 2007 (34 U.S.C. 10631)
 14. Temporary Assistance for Needy Families (TANF) authorized under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) (Florida Department of Children and Families)

Section 4. Provision of Services

A. One-Stop Services. The following services will be provided through the local one-stop delivery system:

1. Business Services:
 - a. Make labor exchange activities and labor market information available to local employers.
 - b. Develop relationships and networks with large and small employers and their intermediaries.
 - c. Develop, convene, or implement industry/sector partnerships.
 - d. Provide appropriate recruitment and other business services on behalf of employers, including information and referrals to specialized business services offered through the one-stop delivery system.
2. Job Seeker services:
 - a. Provide basic career services, including:
 1. Determinations of whether the individual is eligible to assistance;
 2. Outreach, intake, and orientation;
 3. Opportunity for individuals to apply for TANF assistance and non-assistance benefits and services;
 4. Initial assessment of skill levels including literacy, numeracy, and English language proficiency, as well as aptitudes, abilities (including skills gaps), and supportive services needs;
 5. Labor exchange services, including job search and placement assistance, including career counseling as specified in 20 CFR 678.430(a)(4);
 6. Referrals to and coordination of activities with other programs and services, including those within the one-stop delivery system and, when appropriate, other workforce development programs;
 7. Workforce and labor market employment statistics information, including the provision of accurate information relating to local, regional, and national labor market areas, including:
 - a. Job vacancy listings in labor market areas;
 - b. Information on job skills necessary to obtain vacant jobs listed; and
 - c. Information relating to local occupations in demand and the earnings, skill requirements, and opportunities for advancement for those jobs;

8. Performance information and program cost information on eligible providers of education, training, and workforce services by program and type of providers;
 9. Information about how the local area is performing on local performance accountability measures;
 10. Information about the availability of supportive services or assistance and appropriate referrals to such, including: child care; child support; medical or child health assistance available through the state's Medicaid program and Children's Health Insurance Program; benefits under SNAP; assistance through the earned income tax credit; and assistance under TANF, and other supportive services and transportation provided through that program;
 11. Information and meaningful assistance to individuals seeking assistance in filing a claim for unemployment compensation; and
 12. Assistance in establishing eligibility for programs of financial aid assistance for training and education programs not provided under WIOA.
- b. Provide individualized career services, including:
1. Comprehensive and specialized assessments of the skill service needs of adults and dislocated workers;
 2. Development of an individual employment plan;
 3. Group and/or individual counseling;
 4. Career planning;
 5. Short-term pre-vocational services;
 6. Internships and work experiences that are linked to careers;
 7. Workforce preparation activities;
 8. Financial literacy services;
 9. Out-of-area job search assistance and relocation assistance;
 10. English language acquisition and integrated education and training programs.
 11. Provide follow-up services, as appropriate, including counseling regarding the workplace, for participants in adult or dislocated worker workforce investment activities who are placed in unsubsidized employment, for up to 12 months after the first day of employment.

12. Provide employment services and related support being provided by the TANF program that qualify as career services.
- c. Training Services:
1. Occupational skills training, including training for nontraditional employment;
 2. On-the-job training;
 3. Incumbent worker training;
 4. Programs that combine workplace training with related instruction, which may include cooperative education programs;
 5. Training programs operated by the private sector;
 6. Skills upgrading and retraining;
 7. Entrepreneurial training;
 8. Transitional jobs;
 9. Job readiness training;
 10. Adult education and literacy activities;
 11. Customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training.
- d. Youth Services:
1. Tutoring, study skills training, instruction and evidence-based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent or for a recognized postsecondary credential;
 2. Alternative secondary school services, or dropout recovery services, as appropriate;
 3. Paid and unpaid work experiences that have academic and occupational education as a component of the work experience;
 4. Occupational skill training;
 5. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;
 6. Leadership development opportunities, including community service and peer-centered activities encouraging responsibility and other positive social and civic behaviors;
 7. Supportive services;
 8. Adult mentoring;

9. Follow-up services;
 10. Comprehensive guidance and counseling;
 11. Financial literacy education;
 12. Entrepreneurial skills training;
 13. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area; and
 14. Activities that help youth prepare for and transition to post-secondary education and training.
3. Access to programs and activities carried out by one-stop partners listed in 20 CFR §§ 678.400 through 678.410, including the Employment Service program authorized under the Wagner-Peyser Act, as amended by WIOA title III (Wagner-Peyser Act Employment Service program).

B. Access to Services. The Parties will make their program services accessible to job seekers, whether they are physically housed within a career center or provided virtually. Through the one-stop delivery system by:

1. Exchanging participant's eligibility requirements for their workforce funding streams, identifying their program career services, and designating services and activities that may be appropriate for integration into the one-stop delivery system.
2. Jointly developing and participating in cross-training of frontline staff to assure an understanding of the activities, support services, and constraints applicable to joint partner workforce funding streams.
3. Coordinating outreach and recruitment through links on each other's websites.

C. Coordinating Services. The Parties shall coordinate and deliver program services (including workforce services) as appropriate through the one-stop delivery system by:

1. Seeking opportunities to share resources and reduce duplication of activities to streamline services for customers and improve frontline staff efficiency such as co-locating in a comprehensive or affiliate one-stop location site and by establishing direct linkages through technology as provided in 20 CFR 678.305(d).
2. Working together on enhancing employer engagement to build a demand-driven system, improve business services, and match participants with work-based learning opportunities.
3. Promoting continuous improvement through the coordination of staff training to provide frontline staff with information and knowledge regarding each other's services.

4. Participating in the one-stop delivery system consistent with the terms of this MOU and the requirements of federal and state laws authorizing the program or activities and any related grant agreements.

- D. Cross Referral.** The Parties will implement policies and procedures that encourage the referral of customers to each other as appropriate by:
1. Reviewing their individual program policies, procedures, and processes them to the extent allowed by each program's specific laws and better serve customers through cross referral, sequential, or co-enrollment best benefit the customer.
 2. Using established methods for follow-up and reporting to each other services provided to the customer and the outcomes obtained.
- E. Information Sharing.** The Parties agree that the collection, use, and disclosure of participant records, including, but not limited to, customers' personally identifiable information (PII), is subject to various requirements set forth in federal and state privacy laws. Partner acknowledges that the execution of this MOU, by itself, does not function to satisfy all of these requirements. The Parties agree to comply with the following, as applicable: 29 CFR 38.41, governing the collection and maintenance of equal opportunity data and other information; 20 USC 1232g and 34 CFR Part 99 (the Family Educational Rights and Privacy Act and implementing regulations); 34 CFR 361.38 (Vocational Rehabilitation and Blind Services confidentiality regulations); and 20 CFR Part 603 (regulations governing confidentiality and disclosure of state unemployment compensation information).
- F.** Each Party will train its staff in the protection, use, and disclosure requirements governing PII and any other confidential data for all applicable programs.
- G. Accessibility.** The Parties will ensure access for workers, youth, and individuals with barriers to employment, including the use of technological tools, in each of the one-stop centers and affiliate locations. The Parties will offer priority services to recipients of public assistance, other low-income individuals, or individuals who have skills deficient for individualized career services and training services funded with WIOA adult funds. Job seekers and businesses must be able to access all information relevant to them via visits to One-Stop centers as well as through electronic means and direct linkages to workforce partner programs. The Parties will provide reasonable accommodations for individuals with disabilities in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Assistive

technology, accessible formats, and language translation services will be made available and used as needed. The local workforce development board will either co-locate WIOA youth program staff at One-Stop centers and/or ensure One-Stop centers and staff are trained to serve youth and equipped to advise youth to increase youth access to services and connect youth to the program that best aligns with their needs.

Section 5. Funding of infrastructure and Operating Costs

As required by 20 CFR 678.755, the Parties agree that the infrastructure and shared services budget will be periodically reconciled against actual costs incurred and adjusted accordingly to ensure that it reflects a cost allocation methodology that demonstrates how infrastructure costs are charged to each partner in proportion to its use of the one-stop center and relative benefit received, and that complies with 2 CFR part 200.

Section 6. Term

This MOU is effective upon the date of the last required signature, or July 1, 2026 whichever is later, through June 30, 2029, unless the MOU is terminated by either Party in accordance with the terms set forth herein.

Section 7. Modification and Renewal

- A. This MOU will be reviewed, and if substantial changes have occurred, renewed, not less than once every 3-year period to ensure appropriate funding and delivery of services.
- B. The MOU must be updated not less than every 3 years to reflect any changes in the signatory official of CSPH, one-stop partners, and chief elected officials, or one-stop infrastructure funding.
- C. This MOU may be amended or modified by mutual consent of the Parties, by the issuance of a written amendment executed by the Parties.
- D. The Parties may choose to include, via addendum to this MOU, other provisions that are consistent with WIOA title I, the authorizing statutes and regulations of one-stop partner programs, and the WIOA regulations.

Section 8. Termination

- A. Either Party may terminate this MOU for convenience by giving 30 days' written notice pursuant to Section 9 (Notice).
- B. In the event of termination, the Parties will convene within 30 days to renegotiate a mutually acceptable replacement MOU, if required by law to do so.

Section 9. Notice

- A. All notices required to be given to CSPH under this MOU shall be sufficient when emailed, hand-delivered, or mailed to CSPH at its office located at 4440 Grand Blvd., New Port Richey, FL 34652, addressed to the President/CEO.
- B. All notices required to be given to Partner under this MOU shall be sufficient when emailed, hand-delivered or mailed to Partner at its office located at 4440 Grand Blvd, New Port Richey, FL 34652.

Section 10. Nondiscrimination

The Parties agree to comply with the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); on the basis of disability under Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); on the basis of sex under title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); or on the basis of race, color, or national origin under title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.).

The Parties agree that no individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with any program or activity relating to the operation of the one-stop delivery system because of race, color, religion, sex (except as otherwise permitted under title IX of the Education Amendments of 1972), national origin, age, disability, or political affiliation or belief.

Section 11. Confidentiality

The Parties agree to abide by all applicable federal, state, and local laws and regulations regarding confidential information, including, but not limited to: 20 CFR part 603, 45 CFR 205.50, 20 USC 1232g and 34 CFR part 99, and 34 CFR 361.38. Each Party will ensure that the collection and use of any information, systems, or records that contain personally identifiable information ("PII") and other confidential/exempt information will be limited to purposes that support the programs and activities described in this MOU and will comply with applicable law. Each Party will ensure that access to software systems and files under its control that contain PII or other personal or confidential information will be limited to authorized staff members who are assigned responsibilities in support of the services and activities described herein and will comply with applicable law. Each Party expressly agrees to take measures to ensure that no PII or other personal or confidential information is accessible by unauthorized individuals. To the extent that confidential information needs to be shared amongst the Parties for the Parties' performance of their obligations under this MOU, and to the extent that such sharing is permitted by applicable law, any required data sharing agreements will be created and required confidentiality and ethical certifications will be signed by authorized individuals.

Section 12. Dispute Resolution

If an issue arises involving this MOU, Parties will make every effort to reach a resolution in a timely and efficient manners. Any party may request a face-to-face meeting of the local partners to identify and discuss the issue. If resolved and no further action is deemed necessary by the partners, the issue and the resolution will be documented in writing. If not resolved, the issue and the efforts to resolve this will be documented and forwarded to the Executive Director of the local workforce development board and the Director of the partner agency. A joint decision will be issued within 60 calendar days of receipt. A partner that is dissatisfied with the decision may file the dispute with the Florida Department of Commerce ("FloridaCommerce") and the Florida Department of Education ("DOE") for resolution. FloridaCommerce and DOE may remand the issue back to the Executive Director of the local area and to the director of the partner agency or impose other remedies to resolve the issue.

Section 13. Signatures

IN WITNESS WHEREOF, CareerSource Pasco Hernando have caused this MOU to be duly executed as of the date set forth below.

The MOU must contain the signatures of the Chief Local Elected Official(s). The MOU must be updated at least once every three years and included in the local board's WIOA Workforce Services' plan.

SIGNATURE PAGE

Approved by:

Pasco-Hernando Workforce Board, Inc., dba CareerSource Pasco Hernando

Board Chair: _____
Signature: _____
Title: _____
Date: _____

Approved by:

Pasco Hernando Workforce Development Consortium

CLEO Name: John Allocco
Signature: _____
Title: _____
Date: _____

Approved by Partner:

Pasco County Housing Authority

Name: Jeff Sklet
Signature: 
Title: Executive Director
Date: 6/3/2026

ACTION ITEM 11
Meeting and Operations Schedule FY2026-27

In order to efficiently carry out the business of the Workforce Board, meetings of various committees are necessary. Committees may meet as needed.

A schedule is provided as a guideline and includes quarterly Board meetings, as well as meetings of the Audit Finance, Executive, and Nomination Committees as needed during non-Board meeting months.

To ensure continuity of operations and the safety of staff and the public, the Board further authorizes the Chief Executive Officer (CEO), or designee, to implement temporary office closures as necessary due to circumstances including, but not limited to, natural disasters, severe weather, public health emergencies, facility issues, or holidays declared by the Governor or local county governments, including alignment with county closures where appropriate.

FOR CONSIDERATION

Approval of the proposed Meeting and Operations Schedule for FY2026–27, including authorization for the CEO to implement temporary operational adjustments as necessary.

MEETING SCHEDULE

July 1, 2026 – June 30, 2027

JULY 2026

July 3 – Independence Day Observed
July 16 – Nominating Committee (9a)

AUGUST 2026

August 13 – Audit Finance Committee (9a)
Executive Committee (10a)

SEPTEMBER 2026

September 7 – Labor Day
September 24 – Board (3p)
September 28 – PHWD Consortium (10a)

OCTOBER 2026

October 8 – Nominating Committee (9a)
October 22 – Audit Finance Committee (9a)
Executive Committee (10a)

NOVEMBER 2026

November 11 – Veterans Day
November 26 – Thanksgiving Day
November 27 – Day after Thanksgiving

DECEMBER 2026

December 9 – Board (9a)
Annual Joint Meeting – Board &
PHWD Consortium (10a)
December 24 – Christmas Eve
December 25 – Christmas Day
December 31 – New Year's Eve

JANUARY 2027

January 1 – New Year's Day
January 14 – Nominating Committee (9a)
January 18 – Martin Luther King Day
January 28 – Audit Finance Committee (9a)
Executive Committee (10a)

FEBRUARY 2027

February 25 – Board (3p)

MARCH 2027

March 24 – PHWD Consortium (10a)
March 26 – Good Friday

APRIL 2027

April 8 – Nominating Committee (9a)
April 15 – Audit Finance Committee (9a)
April 22 – Staff Meeting – Offices Closed

MAY 2027

May 27 – Executive Committee (9a)
May 31 – Memorial Day

JUNE 2027

June 10 – Annual Board Meeting (3p)
June 16 – PHWD Consortium (10a)

OPERATING HOURS

BROOKSVILLE

16228 Spring Hill Drive
Brooksville, FL 34604
Office Hours:
Monday - Friday 8a – 5p
Call Center Hours:
Monday-Friday 8a – 7p
Saturday 8a – 5p

DADE CITY

13906 5th St,
Dade City, FL 33525
Office Hours:
Monday - Friday 8a – 5p
Call Center Hours:
Monday-Friday 8a – 7p
Saturday 8a – 5p

NEW PORT RICHEY

4438 Grand Blvd.
New Port Richey, FL 34652
Office Hours:
Monday - Friday 8a – 5p
Call Center Hours:
Monday-Friday 8a – 7p
Saturday 8a – 5p

info@careersourcepascohernando.com
P.O. Box 6589 | Spring Hill, FL 34611
p: 352-593-2222 | f: 352-593-2200

ACTION ITEM 12

Committee Appointments

In accordance with Article VII of our Bylaws, the Board of Directors shall have the following standing committees, which committee Directors shall serve for 1 year:

Executive Committee

The Executive Committee shall consist of the Board Chair, Vice Chair, Treasurer/Secretary, and not more than 4 additional Directors nominated by the Board Chair and confirmed by vote of a majority of a quorum of Directors at any regular or special meeting.

- Joelle Neri, Board Chair
- Paul Micklow, Vice Chair
- Mark Earl, Treasurer/Secretary
- Charles Gibbons
- Lori Romano
- Aaron Deberry

Audit and Finance Committee

The Audit and Finance Committee shall be composed of not less than 5 directors appointed annually by the Board Chair.

- Mark Earl, Chair, Treasurer/Secretary
- Lori Romano
- Tom Mudano
- Aaron Deberry
- Timothy Hellmers

Nominating Committee

The Nominating Committee shall be composed of not less than 3 directors appointed annually by the Board Chair.

- Turner Arbour, Chair
- Lori Romano
- Aaron Deberry
- Lindsey Hack

FOR CONSIDERATION

Approval of the above-stated committee appointments effective July 1, 2026.

INFORMATION ITEM 1
Minutes from May 22, 2026, Executive Committee Meeting

Pursuant to Section 6 of Article VII of the Bylaws, all action by the Executive Committee shall be reported to the Board of Directors at its meeting next succeeding such action.

The following item is presented for the Board's information.

No action is required.

Executive Committee Meeting Minutes - DRAFT

May 22, 2026 – 2:00 p.m.

Committee Members**Present:** Mark Earl, Charles Gibbons, Aaron Deberry, Joelle Neri, Paul Micklow**Absent:****Quorum Present:** Yes**Others Present:**

PHWB Staff – Nicole Beverley, Brenda Gause, Kenneth Russ, Jerome Salatino, Jessica Weightman, Ania Williams

Hogan Law Firm: Jarrod Prater

Proceedings:

Meeting called to order at 2:00 p.m. by Chair, Charles Gibbons

Public Comments

No public comments were received.

Action Item 1 – Minutes from January 15, 2026, Executive Committee Meeting

Charles Gibbons asked the Committee members to review the minutes from January 15, 2026, Executive Committee meeting for any corrections or comments. It was noted that the Committee members present needed to be altered to reflect the attendance of Joelle Neri. A motion was made to accept the minutes of the meeting with the condition the edit would be made.

MOTION was made by Mark Earl to approve the minutes.

MOTION was seconded by Joelle Neri. MOTION carried 5-0.

Action Item 2 – HCA West Florida Division IWT Funding Increase for Training

Committee members reviewed the request to authorize an allocation increase to the regional Employer Training funding limit for HCA West Florida Division's Cath Lab Tech training program in partnership with Ultimate Medical Academy. The funding will support ten incumbent workers at \$8,000 per participant to obtain RCIS certification as Cardiovascular Technologists. This will address a critical healthcare workforce need within the Pasco-Hernando region.

MOTION was made by Mark Earl to approve the allocation of up to \$80,000 for the IWT with HCA West Florida Division.

MOTION was seconded by Aaron Deberry. MOTION carried 5-0.

Action Item 3 – Approval of In-Kind MOU/IFA Agreements

Committee members reviewed the negotiated three-year WIOA MOU/IFA agreements between Pasco-Hernando Workforce Board and Gulf Coast Jewish Family and Community Services, Youth and Family Alternatives, and Step Up Suncoast. All three presented individual agreements are for the period of July 1, 2026, through June 30, 2029.

MOTION was made by Joelle Neri to approve the presented in-kind MOU/IFA agreements for the period of July 1, 2026, through June 30, 2029.

MOTION was seconded by Mark Earl. MOTION carried 5-0.

Action Item 4 – 90-Day Extension for Eligible Training Provider Renewals

Committee members reviewed the request to approve a ninety-day extension through September 30, 2026, for program year 2026-2027. The presented training providers included in request for the extension and to be brought back before the Executive Committee for final approval consideration for continued inclusion on the ETPL for PY 2026-2027.

It was also noted for the record that Withlacoochee Technical College is included in the ninety-day extension request through September 30, 2026, despite being inadvertently omitted from the listed action item materials.

MOTION was made by Aaron Deberry to approve the ninety-day extension through September 30, 2026, for the presented training providers, including Withlacoochee Technical College.

MOTION was seconded by Mark Earl. MOTION carried 5-0.

Information Item 1 – Financial Reports

Jerome Salatino reviewed the Financial Reports for the period 07/01/2025 through 4/30/2026.

Information Item 2 – OSO Contract Renewal

Jerome Salatino reviewed the year three of four contract renewals for the One Stop Operator. It was noted that the contract value for the renewal is \$40,000.

Information Item 3 – AmSkills, Inc. Contract Renewal

Jerome Salatino reviewed the year two of three contract renewals for WIOA Youth training services.

Information Item 4 – Hope Services Contract Renewal

Jerome Salatino reviewed the year two of three contract renewals for WIOA Youth training services.

Discussion Item 1 – 2026-2027 Meeting Schedule

The Committee reviewed the draft meeting schedule for the upcoming program year.

Discussion Item 2 – Performance Chart 25-26 YTD with Comparative

The Committee reviewed CSPH's performance compared to other regions for the period of July 2025 - March 2026. The data covered the negotiated performance goals in comparison and ROI impact.

With no further business to discuss, the meeting adjourned.

INFORMATION ITEM 2
Financial Reports

The following item is presented as information for the Board.

No action is required.

Pasco Hernando WFB 16
Statement of Activities -
Unposted Transactions Included
From 7/1/2025 Through 04/30/2026
(In Whole Numbers)

	Navigators Appren/HOPE	BAck to Work	Corporate	DVOP	HOPE WIOA-Sector Strategies	LVER	NCPEP	Pooled Costs
Revenue								
Grant Revenue.	120,955	0	0	55,024	143,044	87,586	994,379	0
Other Revenue	0	365,833	1854	0	0	0	0	0
Total Revenue	<u>120,955</u>	<u>365,833</u>	<u>1,850</u>	<u>55,024</u>	<u>143,044</u>	<u>87,586</u>	<u>994,379</u>	<u>0</u>
Expenditures								
Personnel	69,820	215,995	2,091	1,726	26,968	3,573	8,727	2,311,099
Staff Development / Training	0	0	0	0	0	0	0	1,896
Facilities	0	0	4,570	0	0	0	0	296,953
Equipment & Furniture	0	0	0	0	0	0	0	0
Accounting / Audit	239	1,302	835	10	81	10	37,171	36,180
Communications	63	306	0	1,113	3	1,455	0	55,211
Contracted Services	9,024	0	0	0	0	0	0	177,452
Insurance	0	0	251	0	0	0	0	42,856
Legal	0	0	0	0	0	0	0	10,890
Office Expenses	6	66	1,965	51	0	620	0	27,177
One Stop Operator	0	0	0	0	0	0	0	28,515
Software License renewals	62	1,213	2	3	32	3	7	73,594
Travel & Meeting	0	1,252	0	0	0	0	0	11,515
Program Expenses	7,724	35,129	10,282	0	82,654	0	1,046,486	0
Outreach	0	0	31,684	0	0	1,263	0	3,198
Indirect Costs	27,670	85,664	829	42,105	16,434	61,924	5,625	-939,457
Program Costs Pool	29,528	91,385	885	19,424	17,532	28,770	4,135	-955,256
Business Services Pool	0	0	0	0	14,897	0	3,632	-540,897
One Stop Cost Pool	-492	34,708	336	5,074	6,659	11,187	2,497	-640,924
Total Expenditures	<u>143,645</u>	<u>467,021</u>	<u>53,730</u>	<u>69,507</u>	<u>165,261</u>	<u>108,804</u>	<u>1,108,279</u>	<u>0</u>

Pasco Hernando WFB 16

Statement of Activities -

Unposted Transactions Included

From 7/1/2025 Through 04/30/2026

(In Whole Numbers)

	Navigators Appren/HOPE	RESEA	Rapid Response	SNAP	WIOA Adult	WIOA DW	WIOA Youth	Wagner Peyser
Revenue								
Grant Revenue.	120,955	395,689	77,984	69,793	870,164	320,362	456,492	582,108
Other Revenue	0	0	0	0	0	0	0	0
Total Revenue	<u>120,955</u>	<u>395,689</u>	<u>77,984</u>	<u>69,793</u>	<u>870,164</u>	<u>320,362</u>	<u>456,492</u>	<u>582,108</u>
Expenditures								
Personnel	69,820	140,423	27,254	37,581	232,763	59,748	145,682	0
Staff Development / Training	0	0	0	0	0	0	179	0
Facilities	0	0	0	0	0	0	0	0
Equipment & Furniture	0	0	0	0	0	0	0	0
Accounting / Audit	239	922	105	433	1,745	340	14,875	61
Communications	63	0	159	0	268	118	994	0
Contracted Services	9,024	0	0	0	0	0	0	0
Insurance	0	0	0	0	0	0	451	0
Legal	0	0	0	0	0	0	0	0
Office Expenses	6	245	31	0	53	0	240	0
One Stop Operator	0	0	0	0	0	0	0	0
Software License renewals	62	296	32	54	3,242	1,023	222	0
Travel & Meeting	0	0	0	0	0	0	0	0
Program Expenses	7,724	0	0	0	270,778	60,290	1,443	0
Outreach	0	0	0	0	0	0	0	0
Indirect Costs	27,670	92,168	16,609	21,957	127,886	50,131	89,020	103,881
Program Costs Pool	29,528	96,732	17,718	23,952	115,614	73,691	95,567	123,369
Business Services Pool	0	80,306	15,055	17,342	114,374	47,213	80,476	0
One Stop Cost Pool	-492	37,189	6,729	7,083	51,816	20,312	36,068	310,789
Total Expenditures	<u>143,645</u>	<u>448,281</u>	<u>83,692</u>	<u>108,401</u>	<u>918,537</u>	<u>312,865</u>	<u>465,218</u>	<u>538,100</u>

Pasco Hernando WFB 16

Statement of Activities -

Unposted Transactions Included

From 7/1/2025 Through 04/30/2026

(In Whole Numbers)

	Navigators Appren/HOPE	WTP	TOTALS:
Revenue			
Grant Revenue.	120,955	1,078,772	5,252,352
Other Revenue	0	0	367,687
Total Revenue	<u>120,955</u>	<u>1,078,772</u>	5,620,035
Expenditures			
Personnel	69,820	304,693	3,588,143
Staff Development / Training	0	0	2,075
Facilities	0	0	301,523
Equipment & Furniture	0	0	0
Accounting / Audit	239	887	95,196
Communications	63	0	59,690
Contracted Services	9,024	0	186,476
Insurance	0	351	43,909
Legal	0	0	10,890
Office Expenses	6	138	30,592
One Stop Operator	0	0	28,515
Software License renewals	62	2,726	82,511
Travel & Meeting	0	0	12,767
Program Expenses	7,724	118,664	1,633,450
Outreach	0	0	36,145
Indirect Costs	27,670	197,554	0
Program Costs Pool	29,528	216,954	0
Business Services Pool	0	167,601	-1
One Stop Cost Pool	-492	110,970	1
Total Expenditures	<u>143,645</u>	<u>1,120,538</u>	6,111,879

Pasco Hernando WFB 16
Statement of Revenues and Expenditures - Unposted Transactions included In
Report
From 7/1/2025 Through 04/30/2026

	Current Period Budget - Revised	Current Year Actual	Burn Rate	75%
Operating Revenue				
Grant Revenue	9,595,471	5,252,352.00		
Pasco County BCC	590,005	361,621		
Ticket to Work	35,000	1,850		
Interest Income	0	4,216.00		
Total Operating Revenue	<u>10,220,476</u>	<u>5,620,039.00</u>		
Total Revenue	<u>10,220,476</u>	<u>5,620,039.00</u>		
Expenditures				
Personnel Expenses	5,124,800	3,588,143	70%	
Staff Training & Education	8,500	5,623	66%	
Facilities	351,320	301,523	86%	
Office Furniture & Equipment	52,512	0	0%	
Accounting / Audit	111,932	95,195	85%	
Communications	73,166	59,688	82%	
Contracted Services	246,550	186,476	76%	
General Insurance	66,000	43,909	67%	
Legal	30,000	10,890	36%	
Mobile One Stop	10,000	0	0%	
Office Expenses and Supplies	75,130	30,592	41%	
Software & Licenses	148,950	82,512	55%	
Travel & Meetings	54,960	9,218	17%	
Program Expenses	3,897,040	1,633,450	42%	
One Stop Operator	45,000	28,515	63%	
Outreach	70,000	36,145	52%	
Total Expenditures	<u>10,365,860.00</u>	<u>6,111,879</u>		
Net Revenue Over Expenditures	<u>-145384.00</u>	<u>491,840</u>		
To be used from reserves				

Pasco Hernando WFB 16Statement of Financial Position - Unposted Transactions Included In Report
As of 04/30/2026

	Beginning Year Balance	Current Year Balance	YTD Change
Assets			
Current Assets			
Cash - Operating	256,336	186,620	-69,717
Global Cash Card	564	2,989	2,425
Cash - Corporate Unrestricted	9,469	9,403	-66
Cash - Money Market	50,691	50,695	4
Cash - Payroll	3,244	2,431	-813
Truist Banking Solutions	1,030,360	828,572	-201,788
Prepaid Expenses	6,515	2,336	-4,179
Deposits	44,321	44,321	0
Accounts Receivable	4,749	8,610	3,861
Grants Receivable	1,037,283	0	-1,037,283
Employee Benefit Receivables	201	211	10
Right to Use Asset	914,369	914,369	0
Total Current Assets	<u>3,358,103</u>	<u>2,050,558</u>	<u>-1,307,545</u>
Long-term Assets			
Fixed Assets - Computer Equipment	106,067	106,067	0
Fixed Assets - Furniture & Fixtures	7,742	7,742	0
Fixed Assets - Office Equipment	67,012	67,012	0
Fixed Assets - Vehicles	317,082	317,082	0
Fixed Assets - Software	62,900	62,900	0
Accumulated Depreciation	-550,328	-550,328	0
Total Long-term Assets	<u>10,475</u>	<u>10,475</u>	<u>0</u>
Total Assets	<u>3,368,578</u>	<u>2,061,033</u>	<u>-1,307,545</u>
Liabilities			
Short-term Liabilities			
Sales Tax Payable	0	0	0
Accounts Payable - Vendors	171,233	4,560	-166,673
Accrued Expenses	45,662	0	-45,662
Contracts Payable	309,101	127,406	-181,696
Benefits Payable	-59	2,866	2,925
401K Traditional	0	0	0
401K Loans	0	211	211
Payroll Taxes Payable	0	0	0
Workers Comp Liability	26,161	18,570	-7,590
ST Lease Liability	240,071	240,071	0
Accrued Wages	83,821	0	-83,821
Accrued Leave	61,168	0	-61,168
Accrued Payroll Taxes	43,255	25,869	-17,386
Accrued Pension	18,047	9,277	-8,770
Deferred Grant Revenue	162,003	0	-162,003
Total Short-term Liabilities	<u>1,160,463</u>	<u>428,831</u>	<u>-731,632</u>
Long-term Liabilities			
Non -Current Accrued Compensated Balances	345,208	261,135	-84,073
LT Lease Liability	691,657	691,657	0
Total Long-term Liabilities	<u>1,036,865</u>	<u>952,792</u>	<u>-84,073</u>
Total Liabilities	<u>2,197,328</u>	<u>1,381,623</u>	<u>-815,705</u>
Net Assets			
Total Net Assets	<u>1,171,250</u>	<u>679,410</u>	<u>-491,840</u>
Total Liabilities and Net Assets	<u>3,368,578</u>	<u>2,061,033</u>	<u>-1,307,545</u>

CASH BY FUNDING SOURCE
As of 04/30/2026

Fund Code	Fund Title	Debit Balance	Credit Balance
43947	WIOA Dislocated Worker -43947	7,497.96	
44470	RESEA NFA 44470	12,925.46	
45243	Youth NFA 45243		8,726.75
45467	WIOA AD NFA #45467		48,373.25
45507	WTP - NCPEP	62,530.10	
45539	Rapid Response NFA 45539		5,708.21
45582	Wagner Peyser NFA	44,007.99	
45608	WIOA HOPE/Sector Strategies -		22,216.61
45629	WP Navigators NFA		22,689.70
45784	RESEA		65,517.82
46020	SNAP		38,607.74
46071	LVER NFA # 46071		21,218.09
46085	DVOP NFA # 46085		14,482.94
46122	WTP		37,741.29
46134	WTP - NCPEP		49,024.34
70000	Corporate/Unrestricted	979,337.28	
84500	Back to Work		100,688.23
85000	Accrued Leave	296,285.74	
90000	Board Governance/Admin Indirect Cost Pool	25,723.81	
90100	Program Cost Pool	21,436.46	
90300	One Stop Cost Pool	65,960.62	
Report Total		1,515,708.72	434,998.26
Balance		1,080,710.46	

GL CODE	GL Title	Debit Balance	Credit Balance
1000	Cash - Operating	186,619.55	
1001	Global Cash Card	2,989.22	
1005	Cash - Corporate Unrestricted	9,403.47	
1010	Cash - Money Market	50,694.87	
1015	Cash - Payroll	2,431.16	
1020	Truist Banking Solutions	828,572.19	
Report Total		1,080,710.46	

INFORMATION ITEM 3
Letter Grade Report

The following item is presented as information for the Board.

No action is required.

Local Workforce Development Board Letter Grades

PY 2025-2026 Baseline Letter Grades

Letter grades are assigned to local workforce development boards annually by Oct. 15, following the close of the program year. Below are the letter grades by local workforce development board for program year 2025-2026. Visit the Letter Grades website to learn more about the metrics and methodology for letter grades.

Local Workforce Development Board	Annual Score	Letter Grade	Funding Amount	Local-to-State Funding Ratio	Number of Placements	Local-to-State Placement Ratio	Cost-Per-Placement	Efficiency Ratio
01 - CareerSource Escarosa	73.46	C	\$3,307,936	2.55%	933	2.59%	\$3,545.48	101.52%
02 - CareerSource Okaloosa Walton	84.02	B	\$1,756,249	1.35%	487	1.35%	\$3,606.26	99.81%
03 - CareerSource Chipola	83.34	B	\$835,835	0.64%	242	0.67%	\$3,453.86	104.22%
04 - CareerSource Gulf Coast	73.96	C	\$1,362,272	1.05%	928	2.58%	\$1,467.97	245.20%
05 - CareerSource Capital Region	79.13	C+	\$3,726,324	2.87%	1,134	3.15%	\$3,286.00	109.54%
06 - CareerSource North Florida	78.16	C+	\$1,020,425	0.79%	693	1.92%	\$1,472.47	244.45%
08 - CareerSource Northeast Florida	87.02	B+	\$11,021,132	8.50%	1,938	5.38%	\$5,686.86	63.29%
10 - CareerSource Citrus Levy Marion	84.25	B	\$3,724,797	2.87%	514	1.43%	\$7,246.69	49.67%
12 - CareerSource Central Florida	85.59	B	\$16,801,353	12.95%	3,889	10.79%	\$4,320.22	83.32%
16 - CareerSource Pasco Hernando	82.52	B-	\$5,559,331	4.29%	2,027	5.62%	\$2,742.64	131.24%
17 - CareerSource Polk	79.60	C+	\$5,246,862	4.04%	1,573	4.36%	\$3,335.58	107.91%
18 - CareerSource Suncoast	90.59	A-	\$4,007,823	3.09%	546	1.52%	\$7,340.34	49.04%
19 - CareerSource Heartland	82.53	B-	\$1,599,583	1.23%	992	2.75%	\$1,612.48	223.23%
20 - CareerSource Research Coast	84.36	B	\$4,105,013	3.16%	1,236	3.43%	\$3,321.21	108.38%
21 - CareerSource Palm Beach County	79.94	C+	\$8,128,764	6.27%	2,017	5.60%	\$4,030.13	89.31%
22 - CareerSource Broward	93.32	A	\$10,232,465	7.89%	1,376	3.82%	\$7,436.38	48.40%
23 - CareerSource South Florida	93.25	A	\$15,880,304	12.24%	6,746	18.72%	\$2,354.03	152.91%
24 - CareerSource Southwest Florida	91.91	A-	\$7,580,526	5.84%	1,091	3.03%	\$6,948.24	51.80%
26 - CareerSource North Central Florida	82.92	B-	\$3,309,355	2.55%	384	1.07%	\$8,618.11	41.77%
27 - CareerSource Brevard Flager Volusia	83.83	B	\$7,013,753	5.41%	2,465	6.84%	\$2,845.34	126.50%
28 - CareerSource Tampa Bay	87.09	B+	\$13,498,200	10.41%	4,827	13.39%	\$2,796.40	128.72%
Total:			\$129,718,302	100.00%	36,038	100.00%		

Letter Grades Scale:

A+: ≥ 97

A : 93 to < 97

A-: 90 to < 93

B+: 87 to < 90

B : 83 to < 87

B-: 80 to < 83

C+: 77 to < 80

C : 73 to < 77

C-: 70 to < 73

D : 60 to < 70

F : < 60

Metric	Metric Category	Weight	Numerator	Denominator	Rate (%)	YOY Rate (%)	Target (%)	Target Met 1 (%)	Weighted Performance 2 (%)
1. Participants with Increased Earnings	Employment and Training Services, Self-Sufficiency	0.25	2,027	5,593	36.24	-	50.00	72.48	18.1200
2. Reduction in Public Assistance	Employment and Training Services, Self-Sufficiency	0.25	1,663	3,443	48.30	-	50.00	96.60	24.1500
3. Employment and Training Outcomes	Employment and Training Services	0.20	16	18	88.89	-	100.00	88.89	17.7780
4. Participants in Work-Related Training	Training Services	0.10	1,035	6,375	16.24	-	25.00	64.96	6.4960
5. Continued Repeat Business	Business Services	0.05	1,350	3,875	34.84	-	35.00	99.54	4.9770
6. Year-Over-Year Business Penetration	Business Services	0.05	-	-	-	0.90	100.00	80.00	4.0000
PY 2024-2025 Business Penetration		-	1,821	17,018	10.70	-	-	-	-
PY 2025-2026 Business Penetration		-	1,997	17,216	11.60	-	-	-	-
7. Completion-to-Funding Ratio	Employment and Training Services	0.05	5.19	4.29	100.00	-	100.00	100.00	5.0000
Exiters: Local Board (N) / Statewide (D)		-	3,754	72,394	5.19	-	-	-	-
Budget: Local Board (N) / Statewide (D)		-	\$5,559,331	\$129,718,302	4.29	-	-	-	-
Serving Individuals on Public Assistance	Employment and Training Services, Self-Sufficiency	0.05	3,122	6,522	47.87	-	-	-	2
								FINAL SCORE	82.52

INFORMATION ITEM 4
Education and Industry Consortium Report

The following item is presented as information for the Board.

No action is required.

PASCO-HERNANDO WORKFORCE BOARD, INC.
Education and Industry Consortium Quarterly Report

A. GENERAL INFORMATION

Report quarter: 04/01/2026 – 06/30/2026

Date of meeting: June 1, 2026

Report prepared by: Ania Williams

Local workforce development board contact: Ania Williams Date: 06/01/2026

B. ATTENDANCE

Name	Organization	Industry or Education Organization	Contact Information
Dent, Radiah	Wilson Simpson Technical College	Education Organization	Dent_r@hcsb.k12.fl.us
Shook, Tonia	Fred K. Marchman Technical	Education Organization	tshook@pasco.k12.fl.us
Swanson, Maria	Keiser University	Education Organization	mswanson@keiseruniversity.edu
Altman, Andrea	Pasco County Schools	Education Organization	amaltman@pasco.k12.fl.us

B. SUMMARY REPORT

1. Summary analysis of the local labor market based on the industry representative needs and education offerings. (Provide summary)

See attached minutes

2. Information on priority industry sectors and occupations for the local area. (Provide summary)

See attached minutes

3. Information on the status of existing talent pipelines for in-demand occupations. (Provide summary)

See attached minutes

Education and Industry Consortium
Consortium Meeting Minutes
June 1, 2026

Meeting Location: *Meeting Held Virtually via Microsoft Teams*

Consortium Members Attending: Radiah Dent, Tonia Shook, Maria Swanson

Consortium Members Absent: Calvin Cooksey, Maria Reza

Staff Attending: Brenda Gause, Ania Williams

Others Attending: Terri Clark - One Stop Operator, Andrea Altman – Pasco County Schools

Quorum Present? Yes

Call to Order: The meeting was called to order at 2:03 p.m. by Terri Clark

Public Comments

No public comments were received.

Introductions

Terri Clark called the meeting to order and welcomed participants.

Labor Market/Industry Needs

Committee members reviewed the labor market information for March 2026, including local unemployment rates and employment trends. The unemployment rate for the Pasco and Hernando region was approximately 5.0%, with Pasco County at 4.9% and Hernando County at 5.3%. Members discussed current hiring activity observed among local organizations and the importance of labor market data in aligning workforce and education initiatives with regional needs.

CareerSource Pasco Hernando Update

Terri Clark provided an update on CareerSource Pasco Hernando's Summer Youth Program, which provides youth with opportunities to develop employability skills and received paid work experience. Two pathways are being offered this year: a healthcare pathway in partnership with Bayfront and a trades pathway in partnership with Iron Workers.

Round Table Member Update(s)

Tonia Shook provided the following updates:

- Marchman Technical College recently celebrated 187 completers.
- The college was awarded a \$50,000 grant to support the welding program equipment upgrades.

info@careersourcepascohernando.com
P.O. Box 6589, Spring Hill, FL 34611
p: 352-593-2222 f: 352-593-2200



- The member was recognized as the FCAN's 2026 Workforce Education Innovator at the Talent Florida Summit.
- Ongoing challenges were noted in recruiting and retaining qualified PCT instructors despite the continued student interest and demand.

Maria Swanson provided the following updates:

- Strong hiring demand continues across healthcare occupations, particularly in the allied health fields.
- Students increasingly require additional support with college readiness skills.
- A new Nuclear Medicine Technology program has generated strong interest, with the upcoming cohort filling up through October 2027. Local employers have expressed a need for program graduates.

Radiah Dent provided the following updates:

- Recruiting and retaining qualified instructors continues to be a challenge, particularly when competing with industry wages.
- Currently looking for a Diesel Mechanic instructor.
- The college is preparing to open a new campus location, which will provide space for current and new programs and opportunities.

Apprenticeship Updates

Andrea Altman provided the following updates:

- Discussion with other partners regarding strategies to increase participation in registered apprenticeship programs.
- Emphasized the importance of strengthening career pathways from high school into the workforce and registered apprenticeship opportunities.
- Noted the need for greater awareness regarding postsecondary pathways, including alternatives to traditional four-year degree programs.

Closing Remarks

Terri Clark discussed scheduling the next meeting to be held in mid-to-late September 2026.

With no further business to discuss, the meeting adjourned.





CareerSource Pasco Hernando Education & Industry Consortium Committee Q4 Meeting

June 1, 2026

Welcome!



Call to order Terri Clark, One Stop Operator

Public Comments

No requests from the public were received during the allotted time period published in the Public Notice on the CareerSource Pasco Hernando website.

Discussion Items

1. Introductions Terri Clark
2. CareerSource Pasco Hernando Update Brenda Gause
 - a. Summer Youth Employment
3. Round Table Member Update(s) Terri Clark
 - Education Partner Updates
 - Industry Partner Updates
4. Apprenticeship Updates Andrea Altman
5. Labor Market/Industry Needs Terri Clark

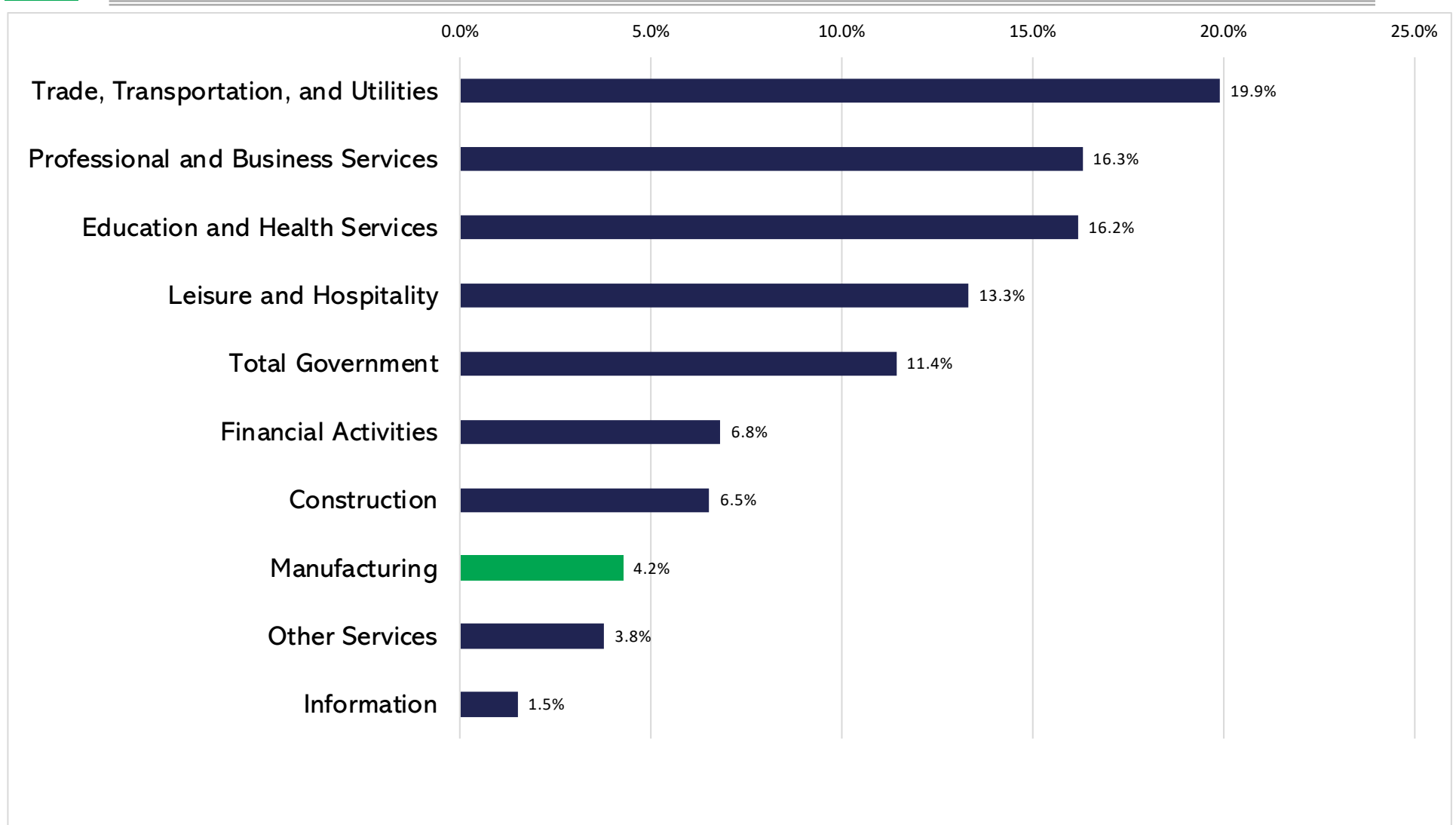
**Overview of the CareerSource Pasco Hernando Region
Not Seasonally Adjusted
May 01, 2026**

- The unemployment rate in the CareerSource Pasco Hernando region (Hernando and Pasco counties) was 5.0 percent in March 2026. This rate was 1.2 percentage points greater than the region's year ago rate of 3.8 percent. The region's March 2026 unemployment rate was 0.6 percentage point above the state rate of 4.4 percent. The labor force was 390,325, with no change over the year. There were 19,551 unemployed residents in the region.
- Pasco County had the lowest unemployment rate (4.9 percent) in the CareerSource Pasco Hernando region followed by Hernando County (5.3 percent).

Tampa-St. Petersburg-Clearwater Metro Area

- In March 2026, nonagricultural employment in the Tampa-St. Petersburg-Clearwater MSA was 1,554,900, a decrease of 5,100 jobs (-0.3 percent) over the year.
- The Education and Health Services (+3.0 percent) industry grew faster in the metro area than statewide over the year.
- The Tampa-St. Petersburg-Clearwater MSA had the second highest annual job growth compared to all the metro areas in the state in the Education and Health Services (+7,500 jobs) industry.
- The industries gaining jobs over the year were Education and Health Services (+7,500 jobs) and Professional and Business Services (+400 jobs).
- The industries losing jobs over the year were Trade, Transportation, and Utilities (-3,900 jobs); Leisure and Hospitality (-2,700 jobs); Government (-2,400 jobs); Information (-1,500 jobs); Other Services (-1,100 jobs); Manufacturing (-1,000 jobs); and Financial Activities (-500 jobs).

Total Employment Share by Industry March 2026



Note: Employment share percentages may not add to 100 due to rounding.

Source: U.S. Department of Labor, Bureau of Labor Statistics, Current Employment Statistics Program, released May 1, 2026.

Prepared by: Florida Department of Commerce, Bureau of Workforce Statistics and Economic Research (WSER).



Upcoming Workforce Focused Events:

2026 Florida Prosperity & Economic Opportunity Solution Summit

The Florida Chamber Foundation is preparing to hold its 2026 [Florida Prosperity & Economic Opportunity Solution Summit](#) on **June 9** at the Grand Hyatt Tampa Bay.

This annual event, featuring keynote presentations from **Florida Attorney General James Uthmeier** and **Heather Cogar, Statewide Director of Community Engagement for the Florida Prosperity Initiative**, will provide insights into the **10 Root Causes of Poverty** and explore actionable, data-informed solutions for business and community leaders to help advance economic opportunities at the local and statewide levels.

2026 Florida Learners to Earners Workforce Solution Summit

Join the Florida Chamber Foundation for the 2026 [Florida Learners to Earners Workforce Solution Summit](#) on **June 23**, at the Grand Hyatt Tampa Bay.

This year's event will feature presentations by **U.S. Congressman Byron Donalds, Florida Education Commissioner Anastasios Kamoutsas, Adrienne Johnston, President & CEO of CareerSource Florida**, and many more. Engage with your Florida business peers, education, and workforce advocates, and elected officials as we discuss the importance of investing in the current and future workforce to build a stronger talent pipeline for Florida.



CareerSource Pasco Hernando Updates

Brenda Gause and Terri Clark

Education and Industry Partner Updates

Apprenticeship Updates (Andrea Altman)

A HUGE CONGRATS to Tonia Shook!!

FCAN's 2026 Workforce Education Innovator at the
Talent Florida Summit





Public Comment

Closing Remarks

PY 26-27 meeting dates TDB

Have a wonderful summer!

