



**Finance & Performance Committee Meeting
Tuesday, November 7, 2023
8:00 a.m.**

**Virtual Meeting Only
Team Meeting Call-In Info:**

[Join Teams Meeting Here](#)

Or call in (audio only)

1-786-600-3104

Phone Conference ID: 283 975 291#

AGENDA

- | | |
|--|------------------|
| 1. Welcome and Roll Call | Lisa Eding |
| 2. Approval of August 29, 2023 Finance & Performance Meeting Minutes | Lisa Eding |
| 3. Review of Budget to Expenditure Report as of 9-30-23 | Robin Dawson |
| 4. Summary of Non-Federal Funds Revenue & Expenditures as of 9-30-23 | Robin Dawson |
| 5. Approval of Budget Modification #2 PY 23-24 | Robin Dawson |
| 6. Performance & Monitoring Update | Anthony Gagliano |
| 7. Schedule Next Meeting Date and Time: | Lisa Eding |
| 8. Final Comments and Adjournment | Lisa Eding |



Finance/Performance Committee Meeting Minutes

Virtual TEAMS Meeting
Tuesday August 29, 2023
8:00 a.m.

I. Call to Order- Lisa Eding

Lisa Eding called the meeting to order at 8:02 a.m.

Attendees: Lisa Eding, Jim Bos, and CareerSource Suncoast (CSS) staff - Robin Dawson, Anthony Gagliano, Kathy Bouchard and Christina Witt.

II. Review of the Combined Executive Committee and Finance & Performance Committee Meeting Minutes from June 8, 2023 approved by the Executive Committee on August 10, 2023.

III. Budget to Expenditure Reports Review – Robin Dawson

Robin Dawson, VP/CFAO, reviewed the following reports.

1. Review of Budget to Expenditure Report as of June 30, 2023
 - a) Overall burn rate of 73%
 - b) YTD Federal and State requirements:
 - Admin: 9.30%; max allowed 10%
 - ITAs: 38.66%; minimum requirement 30%
 - Youth Paid Internships/Work Experience: PY21 is 24.2%; PY22 9.03%; minimum requirement 20%,
 - Youth Out of School: PY21 is 98.5%; PY22 is 95.86%; minimum requirement 50%
2. Budget to Expenditure Report by Fundsourc as of June 30, 2023
3. Summary of Non-Federal Funds Reveune & Expenditures as of June 30, 2023

IV. Approval of Budget Modification #1 for PY 2023/24

Robin Dawson reviewed the budget modification #1 for PY 2023/24

Summary of Modification #1:

- Initial Funding Available: \$7,251,971
- Increase in Funding: \$760,560
- Adjusted Funding Available: \$8,012,531
- Less Reserve for PY 23-24: \$477,233
- Reserve Increased: \$145,381
- Budget Increase Less Reserve: \$615,179
- Mod #1 Funding Budgeted: \$7,535,298

Funding Budgeted for PY 2023/24 Mod #1. Line items requested for an increase for PY 2023/24 Budget total \$615,179:

- Add \$174,726 Salary and Fringe Benefits.
- Add \$10,071 Facilities
- Add \$4,917 Accounting & Audit
- Add \$300 Office Supplies & Expense
- Add \$10,182 Travel and Meetings
- Add \$388,350 Client Training and Support
- Add \$8,633 Employer & Client Services
- Add \$18,000 Outreach

A motion to approve Budget Modification #1 for PY 2023/24 was made.

Motion: Jim Bos Second: Lisa Eding

Motion passed unanimously

V. Performance Update- Anthony Gagliano

Anthony Gagliano reviewed the CSS WIOA Performance Indicators as of 3/31/2023. A copy of the performance results was provided in the agenda packet.

CSS currently has a CareerSource Florida (CSF) letter grade “B” with a score of 84.45 as of 03/31/2023. A copy of the current letter grade was provided in the agenda packet. CSF updates the letter grade on a quarterly basis, being available approximately 45 days from the end of the quarter. CSS anticipates the official letter grade for PY22-23 to be available in October.

VI. Next Meeting Date: November 7, 2023

VII. Final Comments and Adjournment – Lisa Eding

No final comments. The meeting was adjourned at 8:55 a.m.

CareerSource Suncoast
 Expenditure To Budget Report - Summary
 Program Year July 1, 2023 thru June 30, 2024
 As Of 09/30/2023 (with accruals)

MOD 1

	PY TOTAL BUDGET	RESTRICTED EXPENSES YTD	BUDGET BALANCE	% OF BUDGET EXPENDED	NOTES
PERSONNEL COSTS					
SALARIESFRINGE BENEFITS	\$4,030,933	\$975,019	\$3,055,914	24%	
STAFF TRAINING & EDU	\$35,000	\$27,870	\$7,130	80%	
TOTAL PERSONNEL COSTS	\$4,065,933	\$1,002,889	\$3,063,044	25%	
FACILITY COSTS	\$517,974	\$225,555	\$292,419	44%	Maintenance renewals began in July - percentage will level out over next quarter. Moving costs were needed in July to wrap up closing out Bradenton location.
OFFICE FURNITURE & EQUIP	\$11,502	\$2,250	\$9,252	20%	
OPERATING COSTS:					
ACCOUNTING/AUDIT	\$65,657	\$15,397	\$50,260	23%	
CONSULTANTS/LEGAL	\$60,000	\$10,011	\$49,989	17%	Exp & oblig 65% - OSO contract
GENERAL INSURANCE	\$61,550	\$46,158	\$15,392	75%	Policies began July 1
OFFICE EXP & SUPP	\$38,759	\$5,197	\$33,562	13%	
TRAVEL & MEETINGS	\$70,182	\$6,855	\$63,327	10%	Staff Summit exp will be reflected in October
TOTAL OPERATING COSTS	\$296,148	\$83,617	\$212,531	28%	
PROGRAM SERVICES:					
CLIENT TRAINING/SUPPORT	\$2,445,544	\$414,797	\$2,030,747	17%	Exp & oblig 61%
CLIENT & EMPLOYER SERVICES	\$80,329	\$60,777	\$19,552	76%	Renewals labor market tool, virtual conf platform, and metrix job skills assessments began in July
OUTREACH	\$117,868	\$7,798	\$110,070	7%	Exp & oblig 70% - EDC & LCAN contracts
TOTAL PROGRAM SERVICES	\$2,643,741	\$483,373	\$2,160,368	18%	
TOTALS	\$7,535,298	\$1,797,684	\$5,737,614	24%	Rates below as of 09/2023: Admin 9.07% Max 10% ITA 35.81%. Min Req 35% Paid Internships Exp: PY22 10.3%, Min Req 20% Yth Out of Sch Exp: PY22 96.27%, Min Req 50%.

Expected burn rate as of 09/30/23

25%

fin summary as of 09.30.23 FC



**Budget to Expenditure Report
By Fundsource
PY 23-24
7/1/2023 - 09/30/2023**

Revenue:	Annual Budget Mod #1	TANF	WIOA Adult	WIOA Dis Wkr	WIOA Youth	WIOA Rap Resp	NEG Opioid Foster Rec	NEG Hurr Ian	Wag Pey WP	Wag Pey App Nav	SNAP	RESEA	Rap Cred	Others	Total Expenditures	% of Budget
Carry Forward Funds from PY 22-23	\$3,598,193	\$359,681	\$0	\$235,633	\$393,013	\$0	\$305,537	\$1,628,583	\$46,552	\$0	\$3,966	\$261,695	\$363,533	\$0		
Allocation Awards PY 23-24	\$4,414,338	\$1,195,514	\$790,880	\$858,560	\$644,356	\$125,000			\$553,620	\$62,500	\$67,040			\$116,868		
Total Available Funding	\$8,012,531	\$1,555,195	\$790,880	\$1,094,193	\$1,037,369	\$125,000	\$305,537	\$1,628,583	\$600,172	\$62,500	\$71,006	\$261,695	\$363,533	\$116,868		
LESS: Planned Carry Forward (Reserve) for PY 24-25	-\$477,233			-\$247,416	-\$131,813			-\$70,000	-\$28,004					\$0		
Total Revenue Budgeted PY 23-24	\$7,535,298	\$1,555,195	\$790,880	\$846,777	\$905,556	\$125,000	\$305,537	\$1,558,583	\$572,168	\$62,500	\$71,006	\$261,695	\$363,533	\$116,868	\$7,535,298	
		√	√	√	√	√	√	√	√	√	√	√	√	√		
Budgeted Expenditures:		Expenditures To Date:													Total Expenditures	% of Budget
Salaries & Benefits	\$4,030,933	\$267,205	\$76,599	\$193,558	\$98,871	\$24,481	\$14,036	\$51,945	\$102,745	\$15,229	\$24,871	\$64,383	\$0	\$15,280	\$975,013	24.2%
Staff Training & Education	\$35,000	\$6,520	\$5,814	\$1,963	\$3,057	\$735	\$17	\$141	\$5,551	\$359	\$701	\$929	\$0	\$1,681	\$27,870	79.6%
Facility Costs	\$517,974	\$51,042	\$15,965	\$37,887	\$26,102	\$2,335	\$114	\$3,441	\$54,910	\$87	\$5,678	\$8,518	\$0	\$14,721	\$225,555	43.5%
Furniture & Equipment	\$11,502	\$2,250	\$0	\$7	-\$1	\$1	\$0	\$0	-\$6	\$0	\$0	\$0	\$0	\$1	\$2,250	19.6%
Operating Costs	\$296,148	\$24,537	\$1,835	\$15,370	\$7,965	\$543	\$352	\$2,955	\$15,969	\$1,227	\$2,113	\$2,881	\$0	\$6,399	\$83,617	28.2%
Program Services	\$2,643,741	\$157,759	\$22,701	\$21,512	\$30,931	\$10	\$15,992	\$198,501	\$33,768	\$0	\$16	\$24	\$0	\$255	\$483,380	18.3%
Total Expenditures	\$7,535,298	\$509,313	\$122,914	\$270,297	\$166,925	\$28,105	\$30,511	\$256,983	\$212,938	\$16,902	\$33,379	\$76,736	\$0	\$38,337	\$1,797,684	23.9%
Remaining Available Funds		\$1,045,882	\$667,966	\$576,480	\$738,631	\$96,895	\$275,026	\$1,301,600	\$359,230	\$45,598	\$37,627	\$184,959	\$363,533	\$78,531	\$5,737,614	
% of Funds Expended by Grant		32.7%	15.5%	31.9%	18.4%	22.5%	10.0%	16.5%	37.2%	27.0%	47.0%	29.3%	0.0%	32.8%	23.9%	

Note:
(23-24) NFA-DW Funding Used for Adult Activities \$185,837

CareerSource Suncoast

Summary of Non-Federal Funds Revenue & Expenditures

as of 09/30/2023 (with accruals)

	Unrestricted Business Support - 707	Unrestricted Tobacco Free - 719	Restricted Consolidated Workforce Educ - 720	Unrestricted Ticket to Work - 724	Restricted Misc Client Supp - 730	Totals
Wells Fargo Operating Account #10001						
Fund Balance as of 7/1/2023	\$48,324	\$380	\$128,384	\$331,344	\$344	\$508,775.81
Revenue						
Current Year	\$0	\$975	\$15,000	\$32,112	\$3,000	
Bank Interest Income	\$0	\$0	\$0	\$747		
Inter Transfer	\$0	\$0	\$0	\$0	\$0	
Revenue Total	\$0	\$975	\$15,000	\$32,859	\$3,000	\$51,834
Expenditures - Current Year	\$0	\$0	\$30,455	\$25,592		\$56,046
Increase/(Decrease) in Cash - Current Year	\$0	\$975	(\$15,455)	\$7,267	\$3,000	(\$4,212)
Transfer Excess Cash to CD				(\$200,000)		
Wells Fargo Cash Balance as of 09/30/2023	<u>\$48,324</u>	<u>\$1,355</u>	<u>\$112,930</u>	<u>\$138,611</u>	<u>\$3,344</u>	<u>\$304,564</u>

cash bal per wk sheet

	Unrestricted SWB Misc - 901
Truist Bank - Unrestricted #10002	
Money Market Fund Balance	\$63,482
Certificate of Deposit - matures 01/16/2024	\$100,000
Truist Balance as of 09/30/2023	<u>\$163,482</u>

	Unrestricted SWB Misc - 901
Edward Jones - Unrestricted #10003 & 10006	
Certificates of Deposits (CD) -	
CD - Baroda Bank matures 03/28/2024	\$175,000
CD - Comerica Bank (Ticket 2 Work) matures 05/03/2024	\$200,000
10006 - CD account balance	<u>\$375,000</u>
Savings:	
10003 - BMO Harris Bank (savings account) balance	\$1,381
Edward Jones Balance as of 07/31/2023	<u>\$376,381</u>

Summary Non-Federal Funds Restricted and Unrestricted by Account Type	Total CDs & Bank Accts	Total CDs CDs	Total Bank Accts	1 Mth Oper Exp Req Reserve 23-24	Available Unrest 23-24
Total Non-Federal Funds Restricted	\$116,274	\$0	\$116,274		
Total Non-Feder Funds Unrestricted	\$728,153	\$475,000	\$253,153	\$377,000	\$351,153
Total Non-Federal Funds	<u>\$844,426</u>	<u>\$475,000</u>	<u>\$369,426</u>		



Budget Modification

CareerSource Suncoast
 Summary of Funds Available - All Programs **Modification #2**
 Program Year 2023-2024
 July 1, 2023 - June 30, 2024

Funding Streams	Mod #1 Funding Avail PY 23-24	Increase or (Decrease) in Funding	Adjusted Funding Avail PY 23-24	Less Reserve for PY 24-25	Mod #2 Funding Budgeted For PY 23-24	Notes
Temporary Assistance for Needy Families (TANF) exp 6/30/24	\$1,195,514	\$0	\$1,195,514	\$0	\$1,195,514	
Temporary Assistance for Needy Families (TANF) exp 8/31/23	\$359,681	\$0	\$359,681	\$0	\$359,681	
Total Temporary Assistance for Needy Families	\$1,555,195	\$0	\$1,555,195	\$0	\$1,555,195	
WIOA-Adult & Dislocated Worker expires 6/30/25	\$1,649,440	\$0	\$1,649,440	\$247,416	\$1,402,024	
WIOA-Adult & Dislocated Worker Carry Fwd expires 6/30/24	\$235,633	\$0	\$235,633	\$0	\$235,633	
Total WIOA Adult & Dislocated Worker	\$1,885,073	\$0	\$1,885,073	\$247,416	\$1,637,657	
WIOA-Youth expires 6/30/25	\$644,356	\$0	\$644,356	\$131,813	\$512,543	
WIOA-Youth Carry Fwd expires 6/30/24	\$393,013	\$0	\$393,013	\$0	\$393,013	
Total WIOA Youth	\$1,037,369	\$0	\$1,037,369	\$131,813	\$905,556	
WIOA State Rapid Credentialing expires 6/30/24	\$363,533	\$0	\$363,533	\$0	\$363,533	
WIOA Rapid Response expires 6/30/2024	\$125,000	\$0	\$125,000	\$0	\$125,000	
WIOA Hope Florida expires 6/30/2025	\$0	\$104,687	\$104,687	\$81,666	\$23,021	New NFA for Hope FL activities for DCF referrals
WP Hope Florida expires 6/30/2025	\$0	\$73,281	\$73,281	\$30,591	\$42,690	New NFA for Hope FL navigator & activities for DCF referrals
NEG Dislocated Wkr Opioid-3 Fostering Recovery expires 8/31/24	\$305,537	\$0	\$305,537	\$0	\$305,537	
NEG Dislocated Worker- Hurricane Ian expires 9/30/24	\$1,628,583	\$0	\$1,628,583	\$70,000	\$1,558,583	
Apprenticeship Navigator	\$62,500	\$0	\$62,500	\$0	\$62,500	
Non-Custodial Parent Employment Program expires 6/30/24	\$0	\$689,208	\$689,208	\$0	\$689,208	New NFA \$666,965 & extend prior yr funds \$22,243 to 9/15/23
Wagner Peyser (WP) expires 9/30/24	\$553,620	\$0	\$553,620	\$28,004	\$525,616	
Wagner Peyser (WP) Carry Fwd expires 9/30/23	\$46,552	\$0	\$46,552	\$0	\$46,552	
Total Wagner Peyser	\$600,172	\$0	\$600,172	\$28,004	\$572,168	
Veteran's Programs (DVOP & LVER) estimate	\$116,868	\$0	\$116,868	\$0	\$116,868	
Reemployment Svcs & Eligibility Assess (RESEA) estimate	\$261,695	\$144,250	\$405,945	\$99,901	\$306,044	New NFA issued ending 9/30/24 and inc reserve \$99,901
Supple Nutrition Asst Prog Emplmnt & Trng (SNAP) estimate	\$71,006	\$0	\$71,006	\$0	\$71,006	
Total	\$8,012,531	\$1,011,426	\$9,023,957	\$689,391	\$8,334,566	Increase for Budget Mod #2 \$799,268

\$9,023,957
 Reserve Orig Bal \$331,852
 Reserve Mod 1 inc \$145,381
 Reserve Mod 2 inc \$212,158
 Total Res Mod 2 \$689,391
 \$8,334,566 ck fig
 \$8,334,566 Funding Budgeted Mod #2
 \$7,535,298 Funding Budgeted Mod #1
 \$799,268 Increase for Budget Mod #2
 \$6,399,042 Orig Funding Budgeted

CareerSource Suncoast
Budget Mod #2
Program Year 2023-2024

	Mod #1 Funding Budgeted PY 23-24	Increase or (Decrease)	Mod #2 Funding Budgeted PY 23-24	Notes
Funding Available Less Reserves	\$7,535,298	\$799,268	\$8,334,566	For details of increase see Summary of Funds Available Mod #2 worksheet
Personnel Costs:				
Salaries & Fringe Benefits	\$4,030,933	\$251,798	\$4,282,731	Additional FTEs NCPEP 2, Hope Navigator 1
Staff Training & Education	35,000	10,000	45,000	Additional staff costs
Total Personnel Costs	\$4,065,933	\$261,798	\$4,327,731	
Facility Costs	\$517,974	\$38,695	\$556,669	Additional staff costs
Office Furniture & Equipment	\$11,502	\$15,000	\$26,502	Computer equipment for new staff & replacement
Operating Costs-Career Ctrs & Adm:				
Accounting & Audit	\$65,657	\$8,000	\$73,657	Increase cost for additional staff
Consultants & Legal	60,000	0	60,000	
General Insurance	61,550	0	61,550	
Office Supplies & Expense	38,759	7,000	45,759	Increase cost for additional staff
Travel & Meetings	70,182	13,375	83,557	
Total Operating Costs	\$296,148	\$28,375	\$324,523	
Program Services:				
Client Training & Support	\$2,445,544	\$430,400	\$2,875,944	NCPEP Trng \$300,000, NCPEP Supp \$130,400
Employer & Client Services	80,329	15,000	95,329	Covey soft skills NCPEP
Outreach	117,868	10,000	127,868	NCPEP & Hope Florida
Total Program Services	\$2,643,741	\$455,400	\$3,099,141	
Totals	\$7,535,298	\$799,268	\$8,334,566	



Performance &
Monitoring Reports
Anthony Gagliano

Performance

Annual Letter Grades

The [Reimagining Education and Career Help \(REACH\) Act](#) calls for each local workforce development board in Florida to be assigned a letter grade annually based on performance criteria developed by the Governor's REACH Office. The CareerSource Florida Board of Directors assigns and makes public a letter grade for each local workforce development board. Letter grades are assigned annually by Oct. 15, following the close of the program year.

PY 2022-2023 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 2022-2023.

For performance by local workforce development board, click on the local board name below. You will need to register and log in to access the data for each local board.

Local Workforce Development Board	Annual Score (%)	Letter Grade
01 - CareerSource Escarosa	94.76	A
02 - CareerSource Okaloosa Walton	89.18	B+
03 - CareerSource Chipola	98.51	A+
04 - CareerSource Gulf Coast	93.14	A
05 - CareerSource Capital Region	89.51	B+
06 - CareerSource North Florida	91.76	A-
07 - CareerSource Florida Crown	85.50	B
08 - CareerSource Northeast Florida	103.36	A+
09 - CareerSource North Central Florida	85.98	B
10 - CareerSource Citrus Levy Marion	93.92	A
11 - CareerSource Flagler Volusia	102.41	A+
12 - CareerSource Central Florida	99.97	A+
13 - CareerSource Brevard	88.50	B+
14 - CareerSource Pinellas	96.73	A
15 - CareerSource Tampa Bay	95.91	A
16 - CareerSource Pasco Hernando	92.66	A-
17 - CareerSource Polk	95.40	A
18 - CareerSource Suncoast	92.50	A-
19 - CareerSource Heartland	99.56	A+
20 - CareerSource Research Coast	90.58	A-
21 - CareerSource Palm Beach County	95.16	A
22 - CareerSource Broward	96.85	A
23 - CareerSource South Florida	97.02	A+
24 - CareerSource Southwest Florida	98.61	A+

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

Visit the [Resources](#) page of this website to view or download informational documents related to letter grades, including a metric cohorts timeline, lists of the Employ Florida service codes included in the metrics, and previous letter grades.

Local Board Performance



CareerSource Suncoast Program Year 2022-2023 Grade

A-

Letter Grade

92.50%

Annual Score

Metrics Data

The table below shows the data used in the letter grade calculation. Visit the [Methodology](#) page of this website for more information on each metric including numerator and denominator definitions. Visit the [Resources](#) page to view or download a methodology desk reference document, metric cohort timeline spreadsheet and lists of the Employ Florida service codes included in the metrics.

Metric	Metric Category	Weight	Numerator	Denominator	Rate (%)	YOY Rate Difference	Target (%)	Target Met ¹ (%)	Weighted Performance ² (%)
1. Participants with Increased Earnings	Employment and Training Services, Self-Sufficiency	0.25	1,112	2,265	49.09	-	45.00	100.00	25.00
2. Reduction in Public Assistance	Employment and Training Services, Self-Sufficiency	0.25	657	1,295	50.73	-	35.00	100.00	25.00
3. Employment and Training Outcomes	Employment and Training Services	0.20	16	18	88.89	-	100.00	88.89	17.78
4. Participants in Work-Related Training	Training Services	0.10	319	2,201	14.49	-	25.00	57.96	5.80
5. Continued Repeat Business	Business Services	0.05	1,300	3,539	36.73	-	35.00	100.00	5.00
6. Year-Over-Year Business Penetration	Business Services	0.05	-	-	-	7.42	100.00	100.00	5.00
PY 2021-2022 Business Penetration		-	979	13,522	7.24	-	-	-	-
PY 2022-2023 Business Penetration		-	2,051	13,992	14.66	-	-	-	-
7. Completion-to-Funding Ratio	Employment and Training Services	0.10	2.14	2.70	79.26	-	100.00	79.26	7.93
Exiters: Local Board (N) / Statewide (D)		-	1,717	80,318	2.14	-	-	-	-
Budget: Local Board (N) / Statewide (D)		-	\$4,262,617	\$157,813,605	2.70	-	-	-	-
Extra Credit: Serving Individuals on Public Assistance	Employment and Training Services, Self-Sufficiency	Up to 0.05 points	925	2,213	41.80	-	-	-	1.00
								ANNUAL SCORE	92.50

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

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

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

- ≥ 50% = 5 points
- 46% to < 50% = 4 points
- 44% to < 46% = 3 points
- 42% to < 44% = 2 points
- 40% to < 42% = 1 point

#VALUE!

Measures	PY2021-2022 4th Quarter Performance	PY2021-2022 % of Performance Goal Met For Q4	PY2021-2022 Performance Goals	PY2022-2023 1st Quarter Performance	PY2022-2023 % of Performance Goal Met For Q1	PY2022-2023 2nd Quarter Performance	PY2022-2023 % of Performance Goal Met For Q2	PY2022-2023 3rd Quarter Performance	PY2022-2023 % of Performance Goal Met For Q3	PY2022-2023 4th Quarter Performance	PY2022-2023 % of Performance Goal Met For Q4	PY2022-2023 Performance Goals
Adults:												
Employed 2nd Qtr After Exit	90.00	94.74	95.00	88.00	97.13	84.30	93.05	85.90	94.81	85.30	94.15	90.60
Median Wage 2nd Quarter After Exit	\$12,636	127.64	\$9,900	\$11,996.00	128.29	\$11,066	118.34	\$11,768	125.85	\$9,926	106.15	\$9,351
Employed 4th Qtr After Exit	90.30	95.05	95.00	91.70	105.40	88.30	101.49	88.00	101.15	86.50	99.43	87.00
Credential Attainment Rate	71.40	85.00	84.00	84.50	108.33	67.30	86.28	66.40	85.13	60.20	77.18	78.00
Measurable Skill Gains	71.10	129.27	55.00	76.00	103.54	78.30	106.68	75.00	102.18	86.00	117.17	73.40
Dislocated Workers:												
Employed 2nd Qtr After Exit	71.60	75.37	95.00	71.70	92.40	71.30	91.88	73.70	94.97	77.10	99.36	77.60
Median Wage 2nd Quarter After Exit	\$9,615	114.46	\$8,400	\$9,692.00	96.17	\$10,025	99.47	\$10,400	103.20	\$10,613	105.31	\$10,078
Employed 4th Qtr After Exit	85.70	95.22	90.00	100.00	149.25	68.70	102.54	70.70	105.52	71.30	106.42	67.00
Credential Attainment Rate	18.80	26.86	70.00	25.00	42.81	25.90	44.35	36.10	61.82	38.80	66.44	58.40
Measurable Skill Gains	80.60	164.49	49.00	76.90	108.16	56.50	79.47	86.70	121.94	83.30	117.16	71.10
Youth:												
Employed 2nd Qtr After Exit	62.50	69.44	90.00	57.50	69.28	54.10	65.18	62.50	75.30	77.30	93.13	83.00
Median Wage 2nd Quarter After Exit	\$7,625	125.00	\$6,100	\$7,065.00	159.48	\$7,001	158.04	\$6,936	156.57	\$5,727	129.28	\$4,430
Employed 4th Qtr After Exit	75.00	78.95	95.00	75.00	108.70	70.00	101.45	75.00	108.70	75.70	109.71	69.00
Credential Attainment Rate	77.80	101.70	76.50	87.50	108.43	87.00	107.81	81.80	101.36	80.00	99.13	80.70
Measurable Skill Gains	66.70	121.27	55.00	61.90	91.03	66.70	98.09	72.20	106.18	88.90	130.74	68.00
Wagner Peyser:												
Employed 2nd Qtr After Exit	62.50	83.33	75.00	64.50	99.23	63.60	97.85	69.00	106.15	71.10	109.38	65.00
Median Wage 2nd Quarter After Exit	\$6,930	126.00	\$5,500	\$7,079.00	118.97	\$6,768.00	113.75	\$7,773	130.63	\$7,693	129.29	\$5,950
Employed 4th Qtr After Exit	62.60	86.94	72.00	64.50	101.57	61.00	96.06	67.30	105.98	67.90	106.93	63.50

Not Met (less than 90% of negotiated)

Met (90-100% of negotiated)

Exceeded (greater than 100% of negotiated)

VETERANS QUARTERLY MANAGER'S REPORT

Fiscal Year:	2023 - 2024
Federal Quarter:	July, August, September (Q4)
Local Workforce Development Board:	LWDB 18- Suncoast
Report Prepared By:	Sean Zubyk
Report Submitted By:	Sean Zubyk

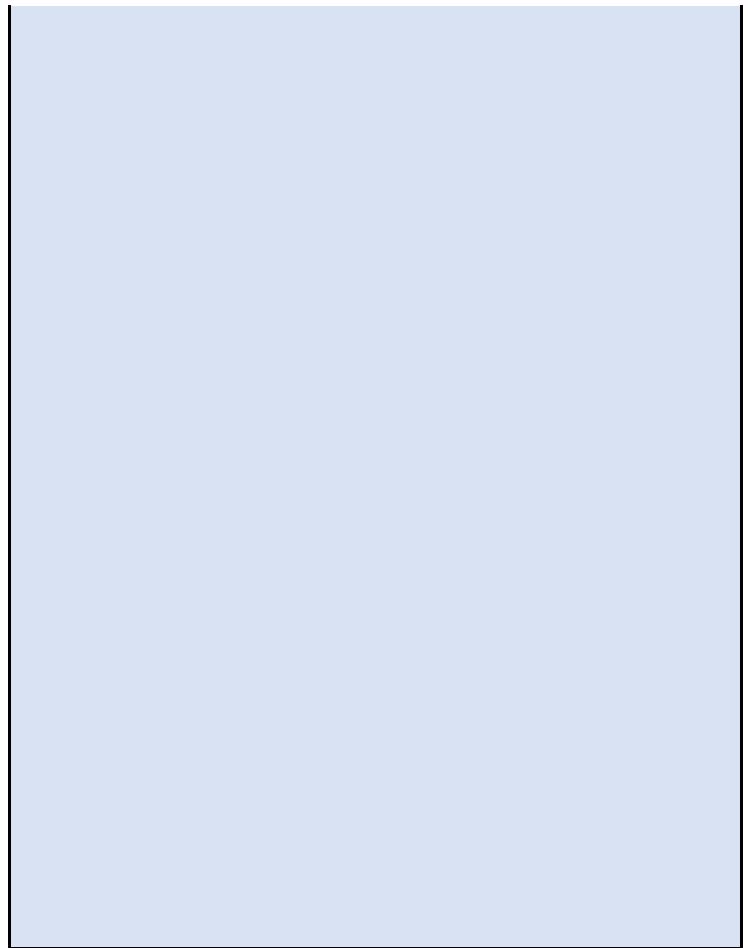
DISABLED VETERANS OUTREACH PROGRAM (DVOP) SPECIALIST ACTIVITIES	
Veterans Served	16
Veterans who received an ICS	16
ICSR (%)	100.00%
Case Management (205/V04)	14
Case Management Rate (%)	87.50%
Ch 31 Veterans Served	1
Ch 31 Veterans in CM >180 Days	1
Veterans Referred to LVER(s) - Case Conference (V11)	6
SBE Placements for QTR	3
Outreach Activities	40
Non-Veterans Served	0
Post Employment Consistent Contact	0

LOCAL VETERANS' EMPLOYMENT REPRESENTATIVE (LVER) ACTIVITIES	
Employer Outreach	6
Job Development	0
Veteran Advocacy - Veteran	8
Veteran Advocacy - Employer	0
DoD SkillBridge	2
Job Order	2
Job Order Follow-Up	0
Job/Career Fairs	1
Mass Recruitment Services	4
Hire Vets Medallion Program (HVMP)	1
Developed DOD SkillBridge Opportunity	0
Non-SBE Placements (referrals from Career Center Staff)	0

DVOP OUTREACH ACTIVITIES		
Homeless Shelters Visited	Prisons Visited	Transitioning Workshops Visited
4	2	0
Summarize outreach efforts made to locate veterans and other eligible persons with SBEs and the results of those efforts.		
<p>Region 18 DVOPs (G. Humphrey and A. Schutte): Conducted a total of 40 DVOP Outreach engagements at the following organizations: Bradenton VFW Post 10141, Jewish Family and Children's Services, Turning Points, Veteran's Village Homeless Shelter, Manatee County Veterans Services Office, Manatee Technical College (Job Fair), University of Southern Florida, Sarasota Fairgrounds (Homeless Veterans Stand Down), and the Manatee County Jail (job fair planning). Most outreach engagements were conducted by both DVOPs together for A. Schutte's orientation. All engagements included introductions, familiarization, and inter-staff discussions of services provided, common interests, and present and future collaboration plans and opportunities. A. Schutte continues individual outreach efforts at VFW Post 10141, advertising CareerSource/JVSG employment</p>		

LVER OUTREACH ACTIVITIES		
Employer Seminars / Workshops	Job Search Workshop (Veteran Training)	Job Search Groups (Veteran Training)
1	0	0
Summarize outreach efforts to local employers to assist veterans and other eligible persons with SBEs in gaining employment.		
<p>LVER Employment Activities for CareerSource Suncoast 7-1-23 thru 9-30-23: Veteran Advocacy for Employer - 8, Veteran Advocacy Veteran - 8 Employer Seminar: Pathway to Success a five-part series that CareerSource Suncoast is conducting with Employers and new entrepreneur within our region. The first series was on 9/20/2023 at the CareerSource Suncoast in Sarasota, Fl. The seminar was in person and virtual. We had 35 employers that participated in the event, the next session will be in January 2024.</p>		

programs and registering veterans in the JVSG program while collaborating towards future joint efforts with the Post Chaplain. Results from these activities resulted in 3 SBE referrals. The strengths in the relationships developed with organizations resulted in helping veterans finding places to live, food to eat, rental assistance, utility assistance, and health needs. Participated in the Sarasota County Veterans Standdown that resulted in 5 veterans asking for information about Career Source and 1 SBE referrals. Homeless Outreach Activities: Veterans Village in Sarasota and Turning Points in Manatee County. Prison Visited: Manatee County Jail (MCJ) in Palmetto FL.



CAREER FAIRS/RECRUITING EVENTS FOR VETERANS

Date of Event	# of Employers	# of Veterans	Type of Event	Summary of Career Fair or Recruiting Event
8/1/2023	1	0	Recruiting Event	Onin Staffing Agency we had (2) job seekers to attend and get hired.
8/17/2023	1	1	Recruiting Event	Onin Staffing Agency we had (13) job seekers and Veteran (1). The veteran got hired
8/31/2023	1	0	Recruiting Event	Onin Staffing Agency we had (10) job seekers and Veteran (0).
9/14/2023	1	6	Recruiting Event	United States Postal Service (USPS) Job Seekers (43) Veterans (6).

LVER TRAINING

Date of Training	Training Type	Audience	Topic	Summary of Training
7/12/2023	Virtual	Veteran	DEO Training-LVER's Service Codes/Monitoring Tools	Greg Tudor provided training on the new LVER's codes and Monitoring tools to LVER's staff, DVOP's, and Management. 7 staff attended training
8/9/2023	In-Person	Staff	Veteran Intake form and Servicee codes 189, 159, and 168	Training was on how to fill out the veteran intake form with the veteran, The following service codes and case notes that should be entered in Employ Florida 189, 159 and 168 if the DVOP is not present in the center.

8/22/2023	Virtual	Staff	How to Serve veteran clients and spouses, veteran intake Form, Service Codes: 189, 159, and 168 in EF, and how to enter the case notes in	Veteran training was provided for staff and management. On How to serve our Veterans Clients and Spouses, Veteran Intake Form, Service Codes: 189,159 and 168. How to enter the Case notes for the service codes in Employ Florida. Attendees: 31
9/29/2023	Virtual	Staff	What Service Code to use for Organizations and Community Outreach visits	Training was provided to the new DVOP on how service code E-49 is to be used for veterans and community organizations visit.

STAFFING CHANGES

Gain(s) / Loss(s)	Effective Date	Position Number	Title	Name

VACANCIES

Number of Days Vacant	Effective Date	Position Number	Title	Status

SUCCESS STORIES

Teamwork: SBE veteran , a married man and father of two was an at-risk homeless veteran. Under stress because of no employment and at risk of losing his home. The Veteran reached out to Career Source Suncoast for help. Veteran received intensive employment and supportive services from DVOP Gilbert Humphrey and LVER Wil Collazo; furthermore, Kim Gonzalez, "Employment Support Coordinator" provided mortgage relief for Veteran in the amount of \$1,669 dollars. Veteran landed a job at JMI as a recruiter. The surprise was running into Veteran as an employer at the Manatee County Job Fair hosted by CareerSource.

Quick Turn Around: Veteran was a homeless veteran with service-connected disabilities living in his car throughout Manatee County. Already under case management of St Vincent DePaul, Veteran's move in date to an apartment was in the final stages, but he was still experiencing extreme food insecurity, shortage of funds for automobile gasoline, and lack of employment opportunities. In addition, he had no resume and no basic knowledge of how to properly write one. He requested veteran services and was registered as a JVSG client only three days before an upcoming hiring event that coincidentally focused on careers that met his background and skill set in logistics and warehouse labor and management. Due to the highly restricted timeline, both DVOPs, with Manatee County LVER Deborah Phelps, modified their schedules to assist Veteran in building a resume from scratch and undergoing intense, multi-session interview preparation. Also prior to the event DVOP Aaron Schutte coordinated with VFW Post 10141 Chaplain Lucas Haney to provide Veteran with food and gas cards to assist him while he prepared. Veteran attended the event fully prepared and well dressed and was officially hired that next morning. Within a week of his hiring, he moved from his car to his new apartment, provided by St. Vincent DePaul.☑

TRAINING PLAN TO IMPROVE PERFORMANCE MEASURES

DVOP Gilbert Humphrey: Spent the Quarter training new DVOP Aaron Schutte in familiarization with EF, Policy and Procedures, and VQMR Reports. Will continue training Aaron Schutte on Chapter 31 reporting. Further training has been provided for Aaron through Jill Lanier, "Regional Program Coordinator" for Florida Commerce. We will be scheduling NVTI training for Aaron as soon as possible. The team will be reviewing all of the activity/service codes to make sure we are accurately putting in all of the information and providing more services to Veterans and Employers.

BEST PRACTICES

DVOP Gilbert Humphrey: Will add to SBE Progress Report EXCEL Spreadsheet: Digital Navigation Services, Gas Cards, Rental Assistance, Housing, and number of homeless veterans assisted to help capture numbers that are not captured but of importance.

COMMENTS / SUGGESTIONS

Case Management Rate at 87.7%:

A client from former DVOP Jim Chestnut (CareerSource Suncoast) was passed to DVOP Gilbert Humphrey. The IEP was still open and DVOP Gilbert Humphrey was under the impression that open IEP could be used from former DVOP if it was still open. In the future, when taking in clients from former DVOP's, OAS and IEP will be redone.

A client from former DVOP Wil Collazo (CareerSource Suncoast) was passed to DVOP Gilbert Humphrey. The IEP was still open and DVOP Gilbert Humphrey was under the impression that open IEP could be used from former DVOP if it was still open. In the future, when taking in clients from former DVOP's, OAS and IEP will be redone.☒