



General Meeting
CareerSource Chipola Community Room,
4636 Highway 90 East, Marianna, FL
July 11, 2019 at 6:00 P.M. (CT)
Richard- (850) 557-2441; Kenny- (850) 557-2971

A G E N D A

CALL TO ORDER	Arthur Obar	
INVOCATION / PLEDGE TO FLAG	Donnie Read	
Dinner – Sponsored by Opportunity Florida		
ROLL CALL	Lauren Morris	
PUBLIC COMMENTS	Arthur Obar	
EMERGENCY ITEMS	Arthur Obar	
CONSENT ITEMS	Arthur Obar	
* General Meeting Minutes May 9, 2019	Arthur Obar	Pages 1-5
STATUS OF FUNDS REPORT	Richard Williams	To Be Provided
NDWG UPDATE	Richard Williams	Page 6-8
WT/SNAP PARTICIPATION UPDATE	Debby Wood	Pages 9-13
NEW BUSINESS		
* Extension of Temporary Positions	Arthur Obar	Page 14
* Approval Request IT/Networking Vendors	Richard Williams	Pages 15-16
* Approval Request Alternate Date for September Meeting	Richard Williams	Page 17
* One Stop Operator Review	Richard Williams	Pages 18-26
* Chipola College Perkins V Grant	Richard Williams	Page 27

* Preliminary Monitoring Review

Debby Wood

DIRECTOR'S COMMENTS

Richard Williams

BOARD MEMBER COMMENTS

Arthur Obar

ADJOURNMENT

Arthur Obar

MARK YOUR CALENDARS

Next Board Meeting – Annual Meeting, August 8, 2019



BOARD MEETING

CareerSource Chipola, Community Room
4636 HWY 90 East, Suite K, Marianna, FL 32446
Thursday, May 9, 2019 at 6:00 PM (CST)

MINUTES

CALL TO ORDER

A quorum was present and Arthur Obar (chair) called the meeting to order. Donnie Read led the invocation and Arthur Obar led the pledge to the flag. Rachael Poole recorded attendance.

Attendees- Mary McKenzie, Raymond Russell, Janice Sumner, Debbie Kolmetz, Travis Ephriam, Arthur Obar, Johnny Eubanks, Donnie Read, Ralph Whitfield, Darrin Wall, Sarah Clemmons, Andy Jackson, Larry Moore, Jesse Smallwood

Absentees- Sandy Spear, Jared Banta, Tracy Andrews, Zenna Corbin, Martha Compton, Frances Henderson, Keith Sutton, Kristy Terry

Others- Richard Williams, Rose Adams, Kenny Griffin, Deena Johnson, Sara Johnson, Lauren Morris, Rachael Poole, Melody Wade, Debby Wood-CSC Staff, Patrick Wright- FLDOE

PUBLIC COMMENTS

Arthur Obar asked if there were any public comments. He stated that Rachael Poole had the public comment cards if anyone needed one.

EMERGENCY ITEMS

Arthur Obar asked if there were any emergency items. He noted that there were none from the staff. There were no emergency items from the board members.

CONSENT ITEMS

Janice Sumner made a motion to approve the minutes from the Board Meeting on March 14, 2019. Mary McKenzie seconded the motion and the vote was unanimous to approve the minutes from the Board Meeting on March 14, 2019.

STATUS OF FUNDS REPORT

Executive Director, Richard Williams, presented the Status of Funds report. Attention was first drawn to the National Dislocated Worker Grant. He explained that these were funds received as a result of Hurricane Michael and the program is expected to run for around two years. He then focused on the WIOA – State Level Hurricane Michael Recovery category. This is money from the State of Florida through CareerSource Florida allocated to be used for hurricane-related issues. These funds are being shown as unallocated as of now, until a decision is made for how to utilize the funds. Richard Williams then addressed the WIOA State Level – Building Construction Technology Project. He explained that this is a grant given to us through DEO, and specifically earmarked for Jackson County School Board's Building Construction Technology Project. He then moved to the WIOA Incentives portion of the Status of Funds report. He stated that this is some of the performance money received that are scheduled to expire at the end of December 2019. However, it is expected that either the life cycle of the funds will be extended, or the funds will be reissued to extend for a full year. Welfare Transition Program funds explained that \$225,000 of funds are planned to be allocated for a summer youth program within the school districts. He then stated that Wagner-Peyser Incentives will be reallocated to cover the lack of funding for DVOP, LVER and Reemployment.

NATIONAL DISLOCATED WORKER GRANT

Rose Adams presented an update on the National Dislocated Worker Grant. She gave an overview of job sites and the number of workers in each county. There are currently twenty-eight worksites and 119 active workers enrolled in the program. Thirty-nine individuals have obtained unsubsidized, permanent employment since beginning of the grant. Rose Adams closed by sharing a success story of one of the participants.

COMMITTEE MEETINGS

Arthur Obar reviewed the Executive-Finance Committee meeting minutes for review only from March 14, 2019. There were no questions or comments. He then presented the minutes from the Executive Committee meeting on April 12, 2019. Richard Williams explained the request for the Work Local campaign. **Johnny Eubanks declared a conflict of interest and abstained from both the discussion and voting. Raymond Russell seconded the motion presented by the board. The vote was unanimous to approve the request to proceed with the Work Local campaign as presented at the Executive Committee meeting on April 12, 2019.**

APPOINTMENT OF NOMINATING COMMITTEE

Johnny Eubanks made a motion for the current officers to maintain their positions for the remainder of their terms. (Arthur Obar – Chair, Janice Sumner – Vice Chair; Debbie Kolmetz – Secretary/Treasurer). Ralph Whitfield seconded the motion and the vote was unanimous for current officers to maintain their positions for the remainder of their terms.

SUPPORTIVE SERVICES FUNDING CHANGE

Debby Wood requested for Chipola staff to be able to decrease the amount of training assistance and support services, effective July 1, 2019, for participants enrolled in occupational skills training and/or solely receiving employment focused services. Specifically, the staff recommendations are to: reduce the support services threshold from \$4,000 to \$2,000 per program year (July 1 – June 30); allow participants to balance the Pell grant funding and all program funding, to the degree possible, to provide a blend of resources for the completion of training and attainment of self-sufficient employment with the determination being based on individual need and circumstance; reduce the amount of transportation amounts to the increments listed; and reduce the amount provided to participants gaining unsubsidized employment. In addition, Debby Wood requested that travel support services end for participants in the National Dislocated Workers Grant as of June 1, 2019. **After a general discussion, Janice Sumner made a motion to approve the request as presented by Debby Wood. Travis Ephriam seconded the motion and the vote was unanimous to approve the request as presented.**

CELEBRATION OF SUCCESS EVENT

Debby Wood requested approval to refocus the efforts of the youth program to award incentives at the point employment is gained or youth opt to enter post-secondary education to increase earning opportunities. The event will transition from an obtained GED event to a “Signing Day” type of celebration. This type of event will showcase youth who gained a recognized credential, obtained employment or enrolled in post-secondary education. CSC staff will continue to help participants with job search efforts, career exploration, and the selection of training programs with approved eligible providers. **Dr. Sarah Clemmons expressed her support of the new “Signing Day” celebration and made a motion to approve the request as presented. Darrin Wall seconded the motion and the vote was unanimous to move forward with the event as presented.**

ELIGIBLE TRAINING PROVIDER LIST

Debby Wood presented information regarding the proposed updated 2018-2019 Targeted Occupations List, as well as the 2019-2020 Targeted Occupations List. **Dr. Sarah Clemmons declared a conflict of interest and abstained from both the discussion and voting. After a general discussion, Johnny Eubanks made a motion to approve the updated 2018-2019 Targeted Occupations List, as well as the 2019-2020 Targeted Occupations List. Travis Ephriam seconded the motion and the vote was unanimous to approve the Targeted Occupation Lists as presented.**

TANF SUMMER YOUTH EMPLOYMENT PROGRAM

Richard Williams led a discussion regarding the proposed TANF Summer Youth Program. Due to the brief turnaround on the grant, as well as procurement requirements, the staff recommendation is to allow CareerSource Chipola staff to contract with school districts are not

subject to the procurement. Contracts with school districts are not subject to the procurement process and will allow CareerSource Chipola to move the program forward in a rapid manner. **Dr. Sarah Clemmons, Darrin Wall and Donnie Read declared a conflict of interest and abstained from the discussion and voting. Janice Sumner made a motion to approve the request for the TANF Summer Youth Program. Mary McKenzie seconded the motion and the vote was unanimous to approve the TANF Summer Youth Program as submitted.**

CONTRACTS WITH BOARD MEMBER CONFLICT

CareerSource Chipola is requesting permission to be able to enter into a contract with the Calhoun-Liberty Journal for up to \$5,000 for on-the-job training (OJT). **Johnny Eubanks abstained from the discussion and voting. After a general discussion, Donnie Read made a motion to approve the request, Raymond Russell seconded the motion and the vote was unanimous to approve the request as presented.**

CareerSource Chipola is also seeking permission to enter into contracts for the TANF Summer Youth Program with the Washington County School Board for up to \$15,000, Jackson County School Board for up to \$55,000 and Chipola College for up to \$20,000. Larry Moore, Dr. Sarah Clemmons, and Darrin Wall declared a conflict of interest and abstained from both the discussion and voting. **After a general discussion, Donnie Read made a motion to approve the requests as presented. Janice Sumner seconded the motion and the vote was unanimous to approve the request to enter into contracts with the Washington County School Board, Jackson County School Board and Chipola College for the TANF Summer Youth Program.**

ONE STOP OPERATOR REVIEW

Richard Williams reviewed the report submitted by Linda Sumblin, One-Stop Operator. There were no questions or comments.

REPORT ON IT INFRASTRUCTURE

Richard Williams presented an overview of the most recent Technology Audit Report submitted by Ken Osman.

DIRECTOR'S COMMENTS

Richard Williams requested to be able to maximize the expenditure of funds. Raymond Russell made a motion to approve the request, Jesse Smallwood seconded the motion and the vote was unanimous to approve the request to maximize the expenditure of funds. Patrick Wright from FLDOE described his role as Apprenticeship and Training Representative and welcomed board members to speak with him after the meeting if they are interested in apprenticeship. Richard Williams then explained the staffing changes effective on June 1, 2019. Sonia Ubias will be moving from the career center at Chipola College to the position of leading the First Step program. Rachael Poole will be moving to the career center at Chipola College, as well as teaching the course, Career and Life Planning. Lauren Morris will be moving into the current role of Administrative Assistant, which will be revamped to also incorporate additional

programmatic responsibilities. Richard Williams then presented an overview of Opportunity Florida's recent visit to Mississippi to gain insight into long-term hurricane recovery efforts.

ADJOURNMENT

There being no further business to discuss, Arthur Obar adjourned the meeting.

DRAFT



WIOA
**National Dislocated Worker Grant
(NDWG)**

FL-Disaster-Hurricane Michael

National Dislocated Worker Grant Current Worksites and Workers

<u>County</u>	<u>Active Worksites</u>	<u>Current Workers</u>
Liberty	3	7
Calhoun	5	15
Jackson	13	54
Washington	5	8
<u>Holmes</u>	<u>1</u>	<u>2</u>
TOTAL	27	86
<p>Current of July 1, 2019</p> <p>An additional 12 labor positions are advertised.</p>		



Current Workers by Job Title

57 - General Laborers

18 - Humanitarian

11 - Recovery Support Workers

Job Placements Verified to Date

28 Worksite Temporary Workers

16 Grant Applicants

44 Total Employed Permanent Jobs

Total Grant Applicants – 287


Total Placements – 184 (includes transferred workers)

Total Individuals Placed in Temporary Jobs - 165



CHANGE IN PROGRAM PARTICIPATION

*Welfare Transition (WT) and
Supplemental Nutrition Assistance Program (SNAP)*



The change in program participation following Hurricane Michael is significant; specifically, in the Welfare Transition (WT) and Supplemental Nutrition Assistance Program (SNAP).



Participation Requirements

Individuals who receive cash assistance and/or food stamp benefits are required to participate in activities for a specified number of hours based on program.

Sanction Percentages - 7/1/19


- 52 WT Cases; 24 participants under a sanction; 9 participants in the pre-penalty stage. If all 9 participants currently in the pre-penalty stage fail to comply and are sanctioned, the program will be at a 63% sanction level.
- 116 SNAP Cases; 64 participants under a sanction; 15 participants in the conciliation stage. If all 15 participants currently in the conciliation stage fail to comply and are sanctioned, the program will be at a 68% sanction level.



Concern – Future?

During tax season, WT participants fail to meet work requirements, are sanctioned and lose benefits.

Typically, by late spring the participants have reengaged in the required activities. However, that has not occurred following Hurricane Michael.



EXTENSION OF TEMPORARY NDWG POSITIONS

BACKGROUND: In the aftermath of Hurricane Michael, two temporary positions were created to operate the disaster worker program in the region. These positions were approved in consultation with the Board Chairman under the authority given to the Board Chair and the Executive Director to speed recovery efforts.

For these positions to continue beyond 2,080 hours, approval of the Board is required. Staff is requesting these positions be allowed to continue through the end of the disaster worker program at the discretion of the Executive Director.

ACTION NEEDED:

Approval for two At-Will Temporary positions to continue through the end of the disaster worker program at the discretion of the Executive Director.

APPROVAL REQUEST OF IT/NETWORKING VENDORS

Background: The Board has previously approved staff moving forward with a complete reworking of the IT infrastructure used by CareerSource Chipola. As part of this effort staff has worked directly with a contractor to map out a new IT infrastructure that will be tailored to the needs of the region. This key component of the new infrastructure will be the installation of a thin client-based system. In addition to the thin client system we will be making significant upgrades to the remainder of the network.

CareerSource Chipola needs to hire network experts to properly configure and install the thin client system as well as the remainder of the network.

We sought vendors to do the required work and are requesting permission to sign agreements with the preferred vendors as indicated on the attached quotes.

STAFF RECOMMENDATION:

Staff recommends signing agreements with Christopher Young and Joseph McConnell to perform the services mentioned above as recommended by IT infrastructure contractor, Ken Osman. In addition to the pricing advantage, both individuals have experience with the establishment of similar systems in other workforce regions.

IT/NETWORKING VENDOR QUOTES

Networking	\$/Hr	Total Est.	Thin Client	\$/Hr	Total Est.
Chris Young	\$ 70	\$ 14,000	Joe McConnell	\$ 70	\$ 14,000
DG Technologies	\$ 250	\$ 50,000	DG Technologies	\$ 225	\$ 45,000
Brightline Tech	\$ 250	\$ 50,000	Brightline Tech	\$ 225	\$ 45,000

ALTERNATE DATE FOR SEPTEMBER BOARD MEETING

BACKGROUND: In order to move forward with several necessary operational items and hurricane recovery items that require approval of the Board of Directors, it will most likely be necessary to hold a Board meeting in September. The usual meeting date falls during the annual state workforce summit, which most staff will be attending. Staff are requesting the Board select an alternate date for a September meeting – either September 5, 2019, or September 19, 2019.

STAFF RECOMMENDATION:

Staff recommend moving the September Board meeting from the regularly scheduled second Thursday (September 12, 2019) to either September 5, 2019, or September 19, 2019, as selected by the Board.

**CareerSource Chipola * One-Stop Operator (OSO) Quarterly Review
PY 2018-2019 Fourth Quarter**

Date of Report Forwarded to CareerSource Chipola: June 10, 2019

Date of On-Site Review: June 3, 2019

One-Stop Career Center: 4636 Highway 90, Marianna, Florida 32446

Conducted by: Linda Sumblin, CareerSource Chipola contracted One-Stop Operator Contractor

CareerSource Chipola Staff Met by OSO on June 3, 2019:

- Richard Williams, Executive Director
- Kenny Griffin, Center Manager
- Debby Wood, Program Coordinator
- Lauren Morris, Communication & Programs Specialist
- Rose Adams, National Dislocated Worker Grant Coordinator

An *unannounced* visit was conducted at the CareerSource Chipola (CSC) One-Stop Center located at 4636 Highway 90, Marianna, Florida on June 3, 2019 by Linda Sumblin, contracted CareerSource Chipola One-Stop Operator. The purpose of the review was to assess the effective delivery of applicable services across program lines and with other organizations as required by WIOA.

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) BACKGROUND:

Under the Workforce Innovation and Opportunity Act (WIOA), the vision for one-stop career centers is characterized by providing excellent customer service to job seekers and employers, customer-centered service delivery, and continuous improvement. As defined by Florida guidance, identified One-Stop Centers should strive to assure quality services are being delivered in the most efficient and effective ways possible, through full integration and coordination of one-stop career center partners and resources to support seamless service delivery.

<p align="center">Workforce Innovation and Opportunity Act (WIOA)</p>	<p>The goals and format of the One-Stop-Operator are set out in Workforce Innovation and Opportunity Act (WIOA) Section 121 subsection (e) according to PUBLIC LAW 113–128—JULY 22, 2014 (WIOA) Sec. 121(d)(2)(A), Federal Regulation 29 U.S.C. §§ 3151 (d) One-Stop operators.</p>
<p align="center">One-Stop Operator Role and Responsibilities</p>	<p>As outlined and agreed by both parties (CSC and OSO) the 2017-2018 executed OSO contract, was renewed on June 19, 2018 for an additional one-year term for delivery of outlined One Stop Operator Services for the period PY 2018-2019. The renewed OSO was based on performance, business needs and the availability of funds. As outlined by legislation, the Local Board defines the role and</p>

	<p>responsibilities of One-Stop career center operators in its local area. The Local Board may vary roles and responsibilities for career centers within its local area.</p> <p>As defined by CareerSource Chipola and agreed by OSO Contractor for this review as: Conduct program year 2018-2019 quarterly unannounced visits to the Marianna Career Center. Within thirty (30) days of the visit provide a report indicating if the Marianna Career Center is effectively delivering services across program lines and with other organizations as required by WIOA. If it is determined the Center is not effectively providing services the report must include recommended actions to be undertaken at the Center to correct any issues. Additionally, as part of the required report, the Contractor may include comments on best practices or suggestions for improvement.</p>
<p>CareerSource Chipola Background</p>	<p>The Chipola Regional Workforce Development Board, Inc., dba CareerSource Chipola is the administrative entity/grant recipient for the region (<i>serving Calhoun, Holmes, Jackson, Washington, and Liberty Counties</i>). The Chipola Regional Workforce Development Board, Inc., dba CareerSource Chipola has operated as the fiscal agent and administrative entity since 1996 as approved in the approved Interlocal Agreement .</p> <p>The CareerSource Chipola One-Stop and satellite locations are located to population centers, governmental buildings and shopping centers making them convenient locations for most customers. Centers are connected by a wide area network that spans the three locations providing e-mail, Internet access, state systems access, case management, and data/print sharing. The ATLAS electronic filing system provides access to case file and customer activity information through the internet. This electronic system allows staff(s) at any location to engage customers and provide services. Both virtual and center-based service delivery for job seekers, workers, and employers support the talent needs of the regional economy.</p>
<p>Contracted CareerSource Chipola One-Stop Operator Linda Sumblin, Contractor Execution Date of Renewed Contract: June 19, 2018</p>	<p><i>Credentials:</i> Linda Sumblin was formerly employed with the CareerSource Okaloosa Walton since Board inception in 1996. She was named Executive Director October, 2011. Prior to being named the Executive Director, Linda served in many areas for the Board including the Chief Operating Officer/Assistant Director. Linda's career in workforce development began in January 1989 when she joined the Private Industry Council, the predecessor governing board for job training.</p> <p>As initial contracted OSO for the period July 1, 2017 through June 30, 2018 and agreed contract extended for PY 2018-2019, Linda Sumblin has declared no conflict of interest with any entities of CareerSource Chipola (Board, staff or partners) and that firewalls have been established to ensure conflict of interest policies and procedures are adhered.</p> <p>It is understood and agreed that the One-Stop Operator cannot assist in the development, preparation and submission of local plans; and that they cannot manage or assist in the competitive process for selecting operators or select or terminate One-Stop Operator, Career Services and Youth Providers.</p>

CareerSource Chipola – One-Stop Operator PY 2018-2019 Fourth Quarter Review

Summary of Review

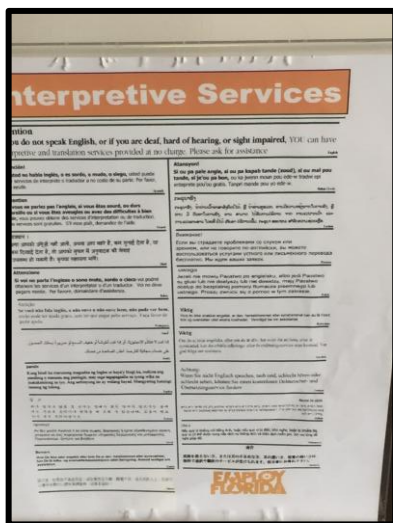
Flow of Services

During the June 3, 2019 onsite review, the One-Stop Operator met with Kenny Griffin (CareerSource Chipola (CSC) Marianna Center One-Stop Center Manager. As during the past One Stop Operator onsite reviews, the One-Stop Operator conducted an observation of the Marianna One-Stop Career center delivery of services. It was observed by the OSO that immediately when the universal customer enters the One-Stop facility there are well-informed and professional CSC staff to meet customers as well as to guide the customer to the Atlas registration/sign-in system. It was observed by the OSO that the CSC staff assisting customers with program information were knowledgeable of services and professional.

The OSO observed that the flow of the Marianna One-Stop Center service delivery is professionally set-up for customer-flow ease, including an accessible Resource room equipped with computer and other needed employment activity tools (i.e. telephone bank) for the universal customer. It was also noted that the Center conducts applicable designated program orientations on a scheduled and as-required basis.

During the OSO walk-through at the Marianna One-Stop Center, it was observed and communicated that staff have the expertise to design, administer and deliver all workforce development activities and have demonstrated the ability to adapt and conform to changes in policy, practices and priorities to meet local community and customer-based needs.

As witnessed during the past onsite One Stop Operator visits, visually displayed.



*CareerSource Chipola One Stop Center
Interpretive Services Post Display*

The ATLAS electronic filing system provides access to case file and customer activity information through the internet. The electronic system allows staff to engage customers and provide services. Both virtual and center-based service delivery for job seekers, workers, and employers support the talent needs of the regional economy. In addition, the Atlas system allows the CSC to track customer services as well as “waiting time

for CSC services” for monitoring of delivery of services. Attached is a printout of the Atlas screen shot that was provided during the OSO review for the sign in; new customer screen; and time waiting for services.

CareerSource Chipola has implemented the SARA system. SARA is an AI-based, mobile-centric application that uses two-way texting, email and html to automatically gather key performance and progress information from customers. The initial SARA system rolls out was for limited CareerSource Chipola core programs. Additional CSC programs (i.e. WIOA, WT, SNAP, and WP) have recently been incorporated utilizing the SARA system. CSC staff training continues with the expansion of the SARA system. As evident with the additional of the SARA program, the CSC Board and staff continue to seek programs/technology to streamline and advance One-Stop Center services.

During time spent with Kenny Griffin (One Stop Operator), an overview of CSC One Stop services were discussed. It was shared newly directed DEO WP policies are being implemented. The One Stop Operator did not note any concerns regarding the CSC One Stop flow of services.

The OSO was impressed with the level of knowledge extended to customers by CSC Center staff.

Flow of Services Comments: No suggestions/concerns noted.

CareerSource Chipola Marianna One-Stop Center – Hours of Operation

It was observed by the OSO and confirmed by the Center Manager that the CSC Marianna One-Stop Center operation is open via the five-day work week (with exception of the CareerSource Chipola recognized holidays) Monday through Thursday from 8:00 a.m. – 5:00 pm and Friday’s from 8:00 a.m. through noon.

As a result of Hurricane Michael hours of operation were adjusted due to storm damage and ensure safety of staff and customers. The adjusted hours are posted via social media and visually posted at the Center.

It was shared to the OSO by the Center Manager, that extended hours are available based customer need. In addition, it was also shared that extended hours are available through electronic means allowing customers to access many of the CareerSource Chipola services regardless of the time of day by using the Internet.

Hours of operation for the CSC Marianna One-Stop can also be located via the CSC website.

NOTE: As a result facility damage from Hurricane Michael, Vocational Rehabilitation staff has been co-located at the CSC One Stop Center. At the time of the Fourth Quarter One-Stop onsite visit, it was shared Vocational Rehabilitation staff would be relocating to back to their office within the next several weeks. The CSC One Stop staff openly and professionally welcomed the incorporated expanded partnerships to ensure customer service was not only met but exceeded.

Hours of Operation Comments: No concerns noted.

The entire CSC team are continued to be commended for the dedication and responsiveness to quickly restoring services following Hurricane Michael.

Basic Services Available/Program Delivery

CSC Marianna One-Stop Career Center offers a wide range of *job seeker and employer* services including job postings, local and statewide Labor Market Information (LMI), and skill-based job matching available online at Employ Florida Marketplace (EFM) - www.employflorida.com.

Delivery of basic services has been adjusted as a result of Hurrican Michael and the needed follow up recovery. It was noted that the entire CSC team has done (and continues to do) an outstanding job with flexibility of delivery of services based on need.

At the time of the Fourth Quarter One Stop Operator visit, Rose Adams shared that there were 141 participants enrolled in the National Disaster program with 33 eligible worksites. Monitoring of the CSC National Disaster program participates and worksites is ongoing.

As noted in the WIOA Legislative Required Partners matrix below, CareerSource Chipola has established program service delivery methods for requirement WIOA partners.

It was also noted by the OSO that program systems and partner relationships are well developed and internally reviewed ongoing for enhancement and growth. CSC is to be acknowledged for their positive partnerships and performance outcomes.

During the Fourth Quarter One Stop Operator onsite review, time spent with Debby Wood (Program Coordinator) no program concerns noted.

NOTE: It was noted that at the May 9, 2019 CSC General Board meeting, that Board members with potential conflict of interests for CSC delivery of services, declared and executive Conflict of Interest forms.

Program Delivery Comments: No suggestions/concerns noted.

Memorandum of Understandings (MOU)

The One Stop Operator during the onsite review met Lauren Morris (coordinating the CSC MOU's).

No MOU changes/edits noted since the previous OSO quarterly review.

As noted in prior OSO reports, the Basic elements/description of services as outlined in legislation of the MOU is included with the CSC MOU's:

- *Method/s for referring individuals*
- *Resolution of MOU Disputes*
- *Duration/Procedures of MOU*
- *Cost Sharing*

A matrix (identifying entity delivery services; MOU execution date; and method of delivery of services) of the required WIOA MOU's is noted below.

Effectiveness

One of the outlined elements in WIOA legislation for OSO to review the Center “Effectiveness” as defined below.

The CSC OSO based the Effectiveness ranking of the program/delivery of Center services on a Scale of 1-10 with 10 being top performance). Three areas of Effectiveness ranked as defined in the WIOA legislation:

- 1) *Provider job seekers with skills and credentials necessary to secure and advance in employment with wages that sustain themselves and their families;*
- 2) *Provide access and opportunities to job seekers, including individuals with barriers to employment;*
- 3) *Enable business and employers to easily identify and hire skills workers*

CSC Effectiveness Comments:

- **As a result of the Fourth Quarter (2018-2019) OSO (onsite and review of follow up documents), the One Stop Operator ranked the current Effectiveness for the CareerSource Chipola at a 9.5.**
- **The CSC Board and staff are to be applauded for the continued professional successes not only for the mainstream requirements but certainly during/following the Hurricane Michael additional workload and immediate needs.**

General Comments

- *It was shared by Richard Williams (Executive Director) during the One Stop Operator onsite review, that since 2015, the number of individuals coming in to the CSC Centers has decreased by 48%. The CSC Board and staff are seeking suggestions and solutions for increasing the number of individuals gaining employment in the Region. A new program/outreach “Work Local” is being discussed for implementation as one avenue for increased local workforce. The “Work Local” outreach campaign is targeted to encourage workers to consider local employers, as well as highlight local employers to the job seekers of the region. The CSC Board and staff are to be commended for being pro-active with seeking additional courses of actions to increase the availability of a skilled local workforce.*
- *It was noted that CareerSource Chipola ranked Number One in the State for the May Daily Job Placement Report.*
- *The latest DEO data release (May 17, 2019) indicated that the unemployment rate in the CareerSource Chipola region (Calhoun, Holmes, Jackson, Liberty, and Washington counties) was 3.3 percent in April, 2019. The labor force was 41,985, down from the same period 2018. There were 1,383 unemployed residents in the region.*

NOTE: NO Changes in the MOU's during the One-Stop onsite review.

*Denotes WIOA Legislative Required Partners

*Denotes State/Local Designated Partners

Program	Agency Delivering Services	MOU Date Executed (or latest Addendum)	On Site Delivery of Services/ Delivery of Referral Services
*Title I – Adult	CareerSource Chipola	Cooperative Agreement with Department of Economic Opportunity	On Site
*Title I – Dislocated Worker	CareerSource Chipola	Cooperative Agreement with Department of Economic Opportunity	On Site
*Title I – Youth	CareerSource Chipola	Cooperative Agreement with Department of Economic Opportunity	On Site
*Title II – Adult Education and Literacy Act	Calhoun School Board Holmes School Board Jackson School Board Liberty School Board Washington School Board Florida Panhandle Technical Center (Washington-Holmes Technical Center)	Calhoun School Board- 8/14/2017 Holmes School Board – 9/14/2016 Jackson School Board – 3/15/2016 Liberty School Board – 6/07/2016 Washington School Board – 8/14/2017 Florida Panhandle Technical Center August 14, 2017	Electronic/ Direct Referral
*Title III - Wagner Peyser Employment Services	CareerSource Chipola/Department of Economic Opportunity (Jointly Managed)	Cooperative Agreement with Department of Economic Opportunity	On Site
*Title IV – Vocational Rehabilitation	Vocational Rehabilitation Division of Blind Services	February 2, 2017 December 16, 2016	Electronic Referral
*Title V – Older American Act (SCSEP)	National Caucus and Center on Black Aged, Inc. (SEP)	May 15, 2016 Cost Sharing with In-Kind Staffing Support	On Site
*Veterans Employment and Training Services Under Chapter 41 of Title 38, U.S.C.	CareerSource Chipola/Department of Economic Opportunity (Jointly Managed)	Cooperative Agreement with Department of Economic Opportunity	On Site
*Trade Adjustment Assistance Act (TAA) NAFTA Assistance Activities	CareerSource Chipola	Master Agreement with Department of Economic Opportunity	On Site
*Unemployment Insurance (Note: CareerSource Chipola extends “re-employment assistance)	Department of Economic Opportunity (No DEO staff onsite to extend UI assistance)	Master Agreement with Department of Economic Opportunity	Electronic/ Telephone Referral
*Temporary Assistance For Needy Families (TANF)	CareerSource Chipola Healthy Families North Florida	<ul style="list-style-type: none"> Cooperative Agreement with Department of Economic Opportunity (Funded by DCF) Department of Children and Family Services – November 9, 2016 Healthy Families North Florida – April 11, 2017 (Cost Sharing Cooperative) 	On Site Referral

Program	Agency Delivering Services	MOU Date Executed (or latest Addendum)	On Site Delivery of Services/ Delivery of Referral Services
Post Secondary Vocational Education under Carol Perkins Career and Technical Education (CTE)	Chipola College Florida Panhandle Technical Center (Washington-Holmes Technical Center) Calhoun School Board Holmes School Board Jackson School Board Liberty School Board Washington School Board	Chipola College – 10/13/2016 Florida Panhandle Technical Center*– 8/14/2017 Calhoun School Board- 8/14/2017 Holmes School Board* – 9/14/2016 Jackson School Board – 3/15/2016 Liberty School Board – 6/07/2016 Washington School Board*– 8/14/2017 <i>*Multi-MOU's for varying programs identified</i>	Electronic/ Direct Referral
*Job Corps	Department of Economic Opportunity	Cooperative Agreement with Department of Economic Opportunity	Electronic/ Direct Referral
*Community Services Block Grant (CSBG)	Tri-County Community Council Capital Area Community Action Agency	Tri-County - May 17, 2016 Capital Area Community Action Agenda - May 17, 2017	Electronic Referral
*HUD Employment Programs (U.S. Department of Housing and Urban Development)	Tri-County Community Council	May 17, 2016	Electronic/ Telephone Referral
*Migrant and *Seasonal Farm Worker	Department of Economic Opportunity	Cooperative Agreement with Department of Economic Opportunity	Electronic Referral
*Native American Program (<i>Tribes, Tribal Organization, Native Hawaiians</i>)	Department of Economic Opportunity (No known sector population identified in Area)	Cooperative Agreement with Department of Economic Opportunity	Electronic Referral

It is the opinion of the Chipola CareerSource contracted One-Stop Operator based on legislative review that the Chipola CareerSource Board and staff are acknowledge and have and/or implementing the goals and format of the One-Stop-Operator requirements as set forth in the Workforce Innovation and Opportunity Act (WIOA) Section 121 subsection (e) according to PUBLIC LAW 113–128—JULY 22, 2014 (WIOA) Sec. 121(d)(2)(A), Federal Regulation 29 U.S.C. §§ 3151 (d) One-Stop operators.

Linda Sumblin

Linda Sumblin, One-Stop Operator

June 10, 2019

Date



June 11, 2019

Grant Summaries

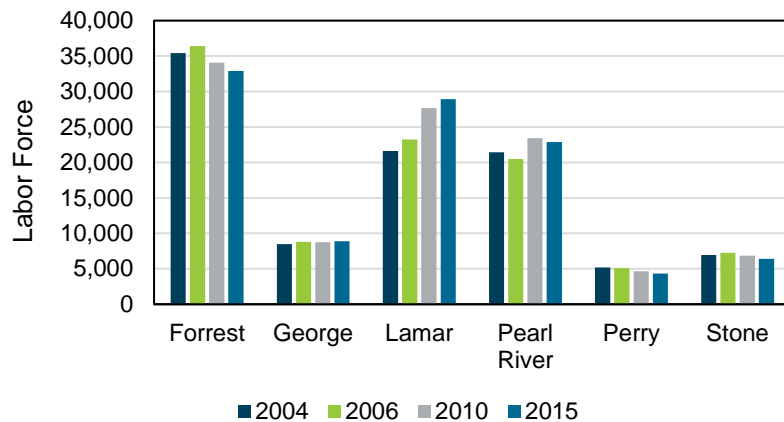
The Strengthening Career and Technical Education for the 21st Century Act (Perkins V), Career and Technical Education Postsecondary Programs, Section 132. \$ 83,725.00

The purpose and priorities of Chipola College is to utilize the funds to develop more fully the academic and career and technical skills of postsecondary education students who elect to enroll career and technical education programs. Funds will be expended for personnel, equipment, materials and supplies for all career and technical education programs.

The Strengthening Career and Technical Education for the 21st Century Act (Perkins V), Rural and Sparsely Populated Areas Career and Technical Education Programs. \$25,781.00

Chipola College will expend the allocated funds focusing in rural areas to develop more fully the academic and career and technical skills of students who elect to enroll in career and technical education programs in the areas of: High-Skills, High-Wage and/or High-Demand.

Labor Force Trends in Rural Mississippi Counties
Before and After Hurricane Katrina



Source: Bureau of Labor Statistics

Long Term Labor Force Effects

We identified a region composed of 6 counties in Mississippi (Forrest, George, Lamar, Pearl River, Perry, and Stone Counties) that sustained significant damage following hurricane Katrina that are comparable to the counties that make up the CareerSource Chipola region. The largest city in this collection of counties is Hattiesburg, which had a population of 45,951 in the year 2018. Analyzing the labor force trends between the year 2004 (one year before Katrina) and 2015 (ten years after), we saw a range of outcomes:

- Forrest, Perry, and Stone counties saw negative labor force growth, with the largest losses occurring in Perry County at -16.4 percent. Between 2004 and 2015 all of these counties saw job losses in the Construction, Natural Resources and Mining, and Financial Services industries. Perry and Stone Counties saw substantial job losses in the Manufacturing sector.
- Both rural and non-rural counties saw declines in labor force. Forrest County, the most populous county in this area saw a loss of roughly 2,500 individuals (-7.2 percent).

- Overall this six-county region saw a labor force increase of 5.6 percent over this time period.

Economic Impact of a Shock to the Region's Timber Supply

To address the concern about Hurricane Michael's impact on the region's timber supply, we conducted an economic impact analysis of the Forestry and Sawmill industries on the CareerSource Chipola region.

- Overall, firms in the Sawmills and Wood Preservation sector accounted for 293 jobs in 2017, while Forestry and Logging accounted for 275 jobs.
- Our impact analysis concluded that for every job lost in the Sawmill industry, about two more jobs would be lost across other sectors in the region's economy due to indirect and induced effects, and each job lost in the Forestry industry would result in about 1 additional job lost.

Next Steps

The Bureau of Workforce Statistics and Economic Research is performing an ongoing analysis of the Chipola Region as more data becomes available, including research into potential strategies to mitigate job losses for the region's key industries.