



**Finance/Performance Committee Meeting  
Tuesday, February 27, 2024**

**8:00 a.m.**

**Virtual Meeting Only**

[Join Teams Meeting](#)

**Call-in 1-786-600-3104**

**Phone Conference ID:**

**767 320 598 #**

**AGENDA**

- |   |                  |
|---|------------------|
| 1. Welcome and Roll Call  | Lisa Eding       |
| 2. Approval of January 23, 2024 Finance & Performance Meeting Minutes | Lisa Eding       |
| 3. Approval of Budget Modification #3 for PY 2023-24                  | Robin Dawson     |
| 4. Performance Update   | Anthony Gagliano |
| 5. Schedule Next Meeting Date and Time:                               | Lisa Eding       |
| 6. Final Comments and Adjournment                                     | Lisa Eding       |



**Finance/Performance Committee Meeting Minutes**  
Virtual TEAMS Meeting  
Tuesday January 23, 2024  
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 – Joshua Matlock, Robin Dawson, Anthony Gagliano, Kathy Bouchard, and Christina Witt.

**II. Approval of November 7, 2023 Finance and Performance Committee Meeting Minutes**

Lisa Eding requested a motion to approve the November 7, 2023 Meeting Minutes.

Motion: Jim Bos            Second: Lisa Eding

Motion passed unanimously

**III. Acceptance of Financial Audit Report for Program Year ending June 30, 2023 – Ben Clark, James Moore & Co.**

Ben Clark, James Moore & Co., presented the Finance and Performance Committee the completed audit report for Program Year ending June 30, 2023. The report reflected no findings and no questioned costs were found. A copy of the audit report was provided in the agenda packet. Lisa Eding requested a motion to accept the Financial Audit Report for Program Year ending June 30, 2023.

Motion: Jim Bos            Second: Lisa Eding

Motion passed unanimously

**IV. Budget to Expenditure Reports Review – Robin Dawson**

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

1. Review of Budget to Expenditure Report as of December 31, 2023.
  - a) Overall burn rate of 42%
  - b) YTD Federal and State requirements:
    - Admin: 9.33%; max allowed 10%
    - ITAs: 44.45%; minimum requirement 35%

- Youth Paid Internships/Work Experience: PY22 is 14.24%; minimum requirement 20%,
  - Youth Out of School: PY22 is 97.30%; minimum requirement 50%
2. Summary of Non-Federal Funds Revenue & Expenditures as of December 31, 2023.

**V. Review of FloridaCommerce PY2022-23 Programmatic and Financial Compliance Monitoring Review**

A copy of the FloridaCommerce monitoring report was received on December 1, 2023. The review period was January 1, 2022 – June 30, 2022. A copy of the report was provided in the agenda packet. Anthony Gagliano reviewed the monitoring report. There was a total of ten (10) programmatic findings and nine (9) observations of non-compliance issues. There were no findings and no observations on the financial monitoring report.

**VI. Performance Update- Anthony Gagliano**

Anthony Gagliano reviewed the CSS WIOA Performance Indicators for the first quarter of program year 2023-24 ending 09/30/2023. A copy of the performance results was provided in the agenda packet.

**VII. Next Meeting Date(s):**

February 27, 2024 and April 25, 2024

**VIII. Final Comments and Adjournment – Lisa Eding**

No final comments. The meeting was adjourned at 9:02a.m.



# Budget Modification

**CareerSource Suncoast**  
**Summary of Funds Available - All Programs Modification #3**  
**Program Year 2023-2024**  
**July 1, 2023 - June 30, 2024**

Funding Streams	Mod #2 Funding Avail PY 23-24	Increase or (Decrease) in Funding	Adjusted Funding Avail PY 23-24	Less Reserve for PY 24-25	Mod #3 Funding Budgeted For PY 23-24	Notes
Temporary Assistance for Needy Families (TANF) exp 6/30/24	\$1,195,514	\$385,000	\$1,580,514	\$0	\$1,580,514	Addtl funds for Summer Youth Jobs
Temporary Assistance for Needy Families (TANF) exp 8/31/23	\$359,681	\$0	\$359,681	\$0	\$359,681	
<b>Total Temporary Assistance for Needy Families</b>	<b>\$1,555,195</b>	<b>\$385,000</b>	<b>\$1,940,195</b>	<b>\$0</b>	<b>\$1,940,195</b>	
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	
<b>Total WIOA Adult &amp; Dislocated Worker</b>	<b>\$1,885,073</b>	<b>\$0</b>	<b>\$1,885,073</b>	<b>\$247,416</b>	<b>\$1,637,657</b>	
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	
<b>Total WIOA Youth</b>	<b>\$1,037,369</b>	<b>\$0</b>	<b>\$1,037,369</b>	<b>\$131,813</b>	<b>\$905,556</b>	
<b>WIOA State Rapid Credentialing expires 6/30/24</b>	<b>\$363,533</b>	<b>\$0</b>	<b>\$363,533</b>	<b>\$0</b>	<b>\$363,533</b>	
<b>WIOA Rapid Response expires 6/30/2024</b>	<b>\$125,000</b>	<b>\$0</b>	<b>\$125,000</b>	<b>\$0</b>	<b>\$125,000</b>	
<b>WIOA Hope Florida expires 6/30/2025</b>	<b>\$104,687</b>	<b>\$0</b>	<b>\$104,687</b>	<b>\$81,666</b>	<b>\$23,021</b>	
<b>WP Hope Florida expires 6/30/2025</b>	<b>\$73,281</b>	<b>\$0</b>	<b>\$73,281</b>	<b>\$30,591</b>	<b>\$42,690</b>	
<b>NEG Dislocated Wkr Opioid-3 Fostering Recovery expires 8/31/24</b>	<b>\$305,537</b>	<b>\$0</b>	<b>\$305,537</b>	<b>\$0</b>	<b>\$305,537</b>	
<b>NEG Dislocated Worker- Hurricane Ian expires 9/30/24</b>	<b>\$1,628,583</b>	<b>\$0</b>	<b>\$1,628,583</b>	<b>\$70,000</b>	<b>\$1,558,583</b>	
<b>Apprenticeship Navigator</b>	<b>\$62,500</b>	<b>\$0</b>	<b>\$62,500</b>	<b>\$0</b>	<b>\$62,500</b>	
<b>Non-Custodial Parent Employment Program expires 6/30/24</b>	<b>\$689,208</b>	<b>\$300,000</b>	<b>\$989,208</b>	<b>\$0</b>	<b>\$989,208</b>	Addtl Funds rec'd \$300,000
Wagner Peyser (WP) expires 9/30/24	\$553,620	\$40,000	\$593,620	\$28,004	\$565,616	State salary savings due to unable to fill positions timely under FL Commerce-transf to pass thru
Wagner Peyser (WP) Carry Fwd expires 9/30/23	\$46,552	\$0	\$46,552	\$0	\$46,552	
<b>Total Wagner Peyser</b>	<b>\$600,172</b>	<b>\$40,000</b>	<b>\$640,172</b>	<b>\$28,004</b>	<b>\$612,168</b>	
<b>Veteran's Programs (DVOP &amp; LVER) estimate</b>	<b>\$116,868</b>	<b>\$0</b>	<b>\$116,868</b>	<b>\$0</b>	<b>\$116,868</b>	
<b>Reemployment Svcs &amp; Eligibility Assess (RESEA) estimate</b>	<b>\$405,945</b>	<b>\$0</b>	<b>\$405,945</b>	<b>\$99,901</b>	<b>\$306,044</b>	
<b>Supple Nutrition Asst Prog Emplmnt &amp; Trng (SNAP) estimate</b>	<b>\$71,006</b>	<b>\$0</b>	<b>\$71,006</b>	<b>\$0</b>	<b>\$71,006</b>	
<b>Total</b>	<b>\$9,023,957</b>	<b>\$725,000</b>	<b>\$9,748,957</b>	<b>\$689,391</b>	<b>\$9,059,566</b>	<b>Increase for Funding Budgeted for Mod #3 \$ 725,000</b>

\$9,748,957      \$689,391      \$9,059,566 ck fig

Reserve Orig Bal      \$331,852      \$9,059,566 Funding Budgeted Mod #3

Reserve Mod 1 inc      \$145,381      \$8,334,566 Funding Budgeted Mod #2

Reserve Mod 2 inc      \$212,158      \$725,000 Increase for Funding Budgeted Mod #3

Total Res Mod 2      \$689,391

No change reserve Mod #3      \$6,399,042 Orig Funding Budgeted

**CareerSource Suncoast**  
**Budget Mod #3**  
**Program Year 2023-2024**

	<b>Mod #2 Funding Budgeted PY 23-24</b>	<b>Increase or (Decrease)</b>	<b>Mod #3 Funding Budgeted PY 23-24</b>	<b>Notes</b>
<b>Funding Available Less Reserves</b>	<b>\$8,334,566</b>	<b>\$725,000</b>	<b>\$9,059,566</b>	For details of increase see Summary of Funds Available Mod #3 worksheet
<b>Personnel Costs:</b>				
<b>Salaries &amp; Fringe Benefits</b>	\$4,282,731	\$16,000	\$4,298,731	NCPEP & TANF summer program
<b>Staff Training &amp; Education</b>	45,000	2,000	47,000	
<b>Total Personnel Costs</b>	<b>\$4,327,731</b>	<b>\$18,000</b>	<b>\$4,345,731</b>	
<b>Facility Costs</b>	<b>\$556,669</b>	<b>\$35,000</b>	<b>\$591,669</b>	Potential increase IT maintenance/upgrades & increase in operating costs
<b>Office Furniture &amp; Equipment</b>	<b>\$26,502</b>	<b>\$10,000</b>	<b>\$36,502</b>	Computer/Furniture replacements
<b>Operating Costs-Career Ctrs &amp; Adm:</b>				
<b>Accounting &amp; Audit</b>	\$73,657	\$10,000	\$83,657	Increase cost for TANF summer jobs
<b>Consultants &amp; Legal</b>	60,000		60,000	
<b>General Insurance</b>	61,550		61,550	
<b>Office Supplies &amp; Expense</b>	45,759	3,000	48,759	
<b>Travel &amp; Meetings</b>	83,557		83,557	
<b>Total Operating Costs</b>	<b>\$324,523</b>	<b>\$13,000</b>	<b>\$337,523</b>	
<b>Program Services:</b>				
<b>Client Training &amp; Support</b>	\$2,875,944	\$639,000	\$3,514,944	NCPEP Trng & Supp \$269,000/TANF summer jobs & job skill training \$370,000
<b>Employer &amp; Client Services</b>	95,329		95,329	
<b>Outreach</b>	127,868	10,000	137,868	Outreach NCPEP
<b>Total Program Services</b>	<b>\$3,099,141</b>	<b>\$649,000</b>	<b>\$3,748,141</b>	
<b>Totals</b>	<b>\$8,334,566</b>	<b>\$725,000</b>	<b>\$9,059,566</b>	



PERFORMANCE  
UPDATE  
ANTHONY GAGLIANO

# CSS WIOA Primary Indicators of Performance

LWDB 18

Measures	PY2021-2022 4th Quarter Performance	PY2021-2022 % of Perf.Goal Met For Q4	PY2021-2022 Perf. Goals	PY2022-2023 1st Quarter Perf.	PY2022-2023 % of Perf. Goal Met For Q1	PY2022-2023 2nd Quarter Perf.	PY2022-2023 % of Perf.Goal Met For Q2	PY2022-2023 3rd Quarter Perf.	PY2022-2023 % of Perf. Goal Met For Q3	PY2022-2023 4th Quarter Perf.	PY2022-2023 % of Perf. Goal Met For Q4	PY2022-2023 Perf.Goals	PY2023-2024 1st Quarter Perf.	PY2023-2024 % of Perf. Goal Met For Q1	PY2023-2024 Perf. Goals
<b>Adults:</b>															
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	87.30	96.36	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	\$10,452	111.77	\$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	87.00	100.00	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	61.30	78.59	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	72.70	99.05	73.40
<b>Dislocated Workers:</b>															
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	75.00	96.65	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	\$12,811	127.12	\$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	72.70	88.66	82.00
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	39.60	67.81	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	50.00	70.32	71.10
<b>Youth:</b>															
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	80.00	94.01	85.10
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	\$3,813	86.07	\$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	77.50	90.12	86.00
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	78.90	97.77	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	75.00	110.29	68.00
<b>Wagner Peyser:</b>															
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	71.30	109.69	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	\$7,952	133.65	\$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	68.40	107.72	63.50

Not Met (less than 90% of negotiated)
Met (90-100% of negotiated)
Exceeded (greater than 100% of negotiated)



# Local Board Performance



## CareerSource Suncoast | Program Year 2023-2024

Letter grades are assigned to local workforce development boards on an annual basis once the program year has ended and all program year data is finalized. The information displayed on this page is preliminary until all program data is complete and deemed final for the program year.

CareerSource Florida, in collaboration with the REACH Office and the Florida Department of Commerce, updates this website on a quarterly basis as the data is made available.

### Metrics Data

The table below shows the preliminary data on a rolling four-quarter basis. 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 methodology desk reference documents, a metric cohort timeline spreadsheet and lists of the Employ Florida service codes included in the metrics.

Data as of: 9/30/2023

Metric	Metric Category	Weight	Numerator	Denominator	Rate (%)	YOY Rate Difference	Target (%)	Target Met <sup>1</sup> (%)	Weighted Performance <sup>2</sup> (%)
1. Participants with Increased Earnings	Employment and Training Services, Self-Sufficiency	0.25	975	1,976	49.34	-	50.00	98.68	<b>24.67</b>
2. Reduction in Public Assistance	Employment and Training Services, Self-Sufficiency	0.25	660	1,311	50.34	-	50.00	100.00	<b>25.00</b>
3. Employment and Training Outcomes	Employment and Training Services	0.20	13	18	72.22	-	100.00	72.22	<b>14.44</b>
4. Participants in Work-Related Training	Training Services	0.10	286	2,087	13.70	-	25.00	54.80	<b>5.48</b>
5. Continued Repeat Business	Business Services	0.05	1,300	3,552	36.60	-	35.00	100.00	<b>5.00</b>
6. Year-Over-Year Business Penetration	Business Services	0.05	-	-	-	8.39	100.00	100.00	<b>5.00</b>
PY 2022-2023 Business Penetration		-	878	13,653	6.43	-	-	-	-
PY 2023-2024 Business Penetration		-	2,089	14,093	14.82	-	-	-	-
7. Completion-to-Funding Ratio	Employment and Training Services	0.10	1.89	2.59	72.97	-	100.00	72.97	<b>7.30</b>
Exiters: Local Board (N) / Statewide (D)		-	1,569	82,880	1.89	-	-	-	-
Budget: Local Board (N) / Statewide (D)		-	\$3,577,685	\$138,314,587	2.59	-	-	-	-
Extra Credit: Serving Individuals on Public Assistance	Employment and Training Services, Self-Sufficiency	Up to 0.05 points	988	2,317	42.64	-	-	-	<b>0.00</b>
<b>TOTAL</b>									<b>86.89</b>

#### 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.