

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

6A-2

Meeting Date: August 20, 2024 [ ] Consent [ X ] Regular  
[ ] Ordinance [ ] Public Hearing

Department: Administration

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to: adopt a Resolution of the Board of County Commissioners (BCC) of Palm Beach County, Florida approving the CareerSource Palm Beach County (CSPBC) Fiscal Year 2024-2025 Budget in the amount of \$12,699,674 for its programs under Public Law 113-128, enacted by Congress effective July 1, 2015 which Act is known as the Workforce Innovation and Opportunity Act (WIOA) of 2014.

**Summary:** On December 16, 2014, the BCC approved a contract to administer grant funds (R2014-1894) with CSPBC which services include the design, coordination, and implementation of the local workforce development system for Palm Beach County. CSPBC receives Federal funding through the State Department of Commerce, formerly the Department of Economic Opportunity. Funds are received by the Department of Commerce from the US Department of Labor, US Department of Health & Human Services, and the US Department of Agriculture. These are formula funds which are based on the Federal budget and the local population statistics.

The Fiscal Year 2024-2025 Budget, in the amount of \$12,699,674, includes the following revenue sources: \$9,698,874 from the US Department of Labor; \$2,650,800 from the US Department of Health and Human Services for Temporary Assistance for Needy Families; and \$350,000 from the US Department of Agriculture for the Supplemental Nutrition Assistance Program. Countywide (HH)

**Background and Policy Issues:** On May 2, 2004, the BCC approved the Local Elected Officials Agreement (LEO) (R2004-0838) with Workforce Alliance, Inc. (WA) to implement the provisions of the Workforce Investment Act of 1998 and the Workforce Innovation Act of 2002. On July 10, 2007, the BCC approved an Interlocal Agreement (R2007-1220) creating the Palm Beach Workforce Development Consortium one purpose of which was to employ the staff of WA. On September 11, 2007, the BCC approved the First Amendment (R2007-1446) clarifying responsibilities of the Consortium and the Independent Special District. On July 22, 2008, the BCC approved Amendment No. 2 to the Interlocal Agreement (R2008-1268) authorizing the designation of a Regional Workforce Board as a One Stop Operator and Direct Provider of certain services. On November 18, 2014, the BCC approved Amendment No. 3 (R2014-1650) establishing the County as the Chief Elected Official and adding the City of West Palm Beach as a Consortium member. The other members of the Consortium are the Cities of Palm Beach Gardens, Delray Beach, and South Bay.

**Attachments:**

1. Resolution of the Palm Beach County Board of County Commissioners approving the CareerSource Palm Beach County Fiscal Year 2024-2025 Budget
2. CareerSource Palm Beach County Budget

Recommended by: Julia Dattolo 6/28/2024  
Julia Dattolo, President/CEO CareerSource PBC Date

Approved by: Jammy Riles 8/8/24  
Assistant County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures	\$0	\$0	\$0	\$0	\$0
Operating Costs	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income (County)	0	0	0	0	0
In-Kind Match (County)	0	0	0	0	0
<b>NET FISCAL IMPACT</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
# Additional FTE Positions (Cumulative)	0	0	0	0	0
Is Item Included in Current Budget:	Yes	_____	No	<u>  X  </u>	

Does this item include the use of federal funds? Yes   X   No \_\_\_\_\_

Budget Account No: \_\_\_\_\_

Reporting Category \_\_\_\_\_

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

NO FISCAL IMPACT

Departmental Fiscal Review: \_\_\_\_\_

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Development & Control Comments:**

Lisa Martin 7/22/2024  
OFMB *MAC 7/22*

Priscilla Macelle 7/25/24  
Contract Development & Control  
*Mac 7/25/24*

**A. Legal Sufficiency:**

Helene C. Smith 7-29-24  
Assistant County Attorney

**A. Other Department Review:**

\_\_\_\_\_  
Department Director

This summary is not to be used as a basis for payment.

## RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA APPROVING THE CAREERSOURCE PALM BEACH COUNTY FISCAL YEAR 2024-2025 BUDGET IN THE AMOUNT OF \$12,699,674 FOR ITS PROGRAMS UNDER PUBLIC LAW 113-128 ENACTED BY CONGRESS EFFECTIVE JULY 1, 2015, WHICH ACT IS KNOWN AS THE WORKFORCE INNOVATION AND OPPORTUNITY ACT OF 2014**

**WHEREAS**, Public Law 113-128, the Workforce Innovation and Opportunity Act of 2014, Sec. 106., Workforce Development Areas, states the Governor of the State shall designate local workforce development areas within the State through consultation with the State board and after consultation with chief elected officials; and

**WHEREAS**, the State of Florida's Workforce Development Board, CareerSource Florida, created by the Legislature in 2000, has been designated by the Governor to take the lead in designing and directing Florida's workforce development strategy and to designate Workforce Development Areas; and

**WHEREAS**, the County of Palm Beach has been designated by the Governor of the State of Florida as a Local Workforce Development Board (LWDB 21); and

**WHEREAS**, the Palm Beach County Board of County Commissioners has designated CareerSource Palm Beach County as the fiscal agent, grant recipient and administrative entity to administer Workforce Innovation and Opportunity Act, Welfare Transition, Wagner-Peyser Act and such other funding sources as may be available to support workforce development activities for Palm Beach County, Florida; and

**WHEREAS**, the Workforce Boards Accountability Act, House Bill 7023, approved by the Florida Legislature effective July 1, 2012 requires that CareerSource Palm Beach County develop a budget for certain purposes, subject to the approval of Palm Beach County, Florida as Chief Elected Official; and

**WHEREAS**, the Board of CareerSource Palm Beach County approved its proposed Fiscal Year 2024-2025 budget on June 20, 2024; and

**WHEREAS**, CareerSource Palm Beach County has submitted the approved budget to the Board of County Commissioners for its review and approval.

**NOW, THEREFORE, BE IT RESOLVED BY THE PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS THAT:**

1. CareerSource Palm Beach County has recommended to the Palm Beach County Board of County Commissioners that the proposed Budget for Fiscal Year 2024-2025 as submitted by CareerSource Palm Beach County be approved.
2. The Palm Beach County Board of Commissioners hereby approves the Budget as submitted.
3. This Resolution shall take effect immediately upon adoption.

The foregoing Resolution was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_ and being put to a vote, the vote was as follows:

MARIA SACHS, Mayor	-	_____
MARIA G. MARINO, Vice Mayor	-	_____
GREG K. WEISS	-	_____
MICHAEL A. BARNETT	-	_____
MARCI WOODWARD	-	_____
SARA BAXTER	-	_____
MACK BERNARD	-	_____

The Mayor thereupon declared the Resolution duly passed and adopted this 20th day of August, 2024.

**ATTEST:**

**JOSEPH ABRUZZO, CLERK OF THE  
CIRCUIT COURT & COMPTROLLER**

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Mayor

**Approved as to Form  
and Legal Sufficiency:**

**Approved as to Content:**

By: *Helene C. [Signature]*  
Assistant County Attorney

By: \_\_\_\_\_  
Assistant County Administrator

CareerSource Palm Beach County, Inc.  
 Budget 2024/2025  
 for the year ended June 30th

Attachment 2

Account Code	Account Title	2022/2023 Actual	DRAFT 2024/2025 BUDGET
<b>REVENUE</b>			
	US DEPT OF LABOR	\$10,412,127	\$9,698,874
	US DEPT OF HEALTH AND HUMAN SERVICES	2,824,786	2,650,800
	US DEPARTMENT OF AGRICULTURE	437,256	350,000
	<b>TOTAL REVENUE</b>	<u>\$13,674,169</u>	<u>\$12,699,674</u>
<b>Expenses</b>			
5020	ADVERTISING - LEGAL	\$577	\$0
5040	BANK SERVICE CHARGES	7,908	9,000
5060	BOOKS - PUBS - SUBS	5,478	7,500
5070	TELECOMMUNICATIONS	108,060	90,000
5072	MOBILE COMMUNICATIONS	22,266	25,000
5090	TEMPORARY STAFF	37,455	10,000
5120	SERVICE CONTRACTS	10,073	20,000
5122	CONTRACTUAL SERVICES - COPIERS	44,107	30,000
5143	OUTREACH EMPLOYER	116,967	90,375
5200	EDUCATIONAL TRAINING MATERIALS	0	4,000
5210	EMPLOYEE TUITION ASSISTANCE	13,333	12,000
5220	AUTO EXPENSES	6,490	8,500
5230	REPAIRS AND MAINTENANCE - BLDG	73,672	60,000
5240	IT LICENSES/SERVICES	502,607	550,650
5420	INSURANCE - GENERAL	133,035	125,000
5475	CONSULTANTS	19,775	15,000
5480	LEGAL FEES	4,950	10,000
5485	AUDIT SERVICES	48,000	40,000
5490	LICENSES AND FEES	20,635	27,050
5495	MONITORING SERVICES	90,975	77,500
5510	MEMBERSHIPS AND DUES	27,767	24,679
5530	OFFICE RENTAL	605,368	652,800
5610	POSTAGE	8,516	8,700
5650	PRINTING	9,096	8,420
5720	STAFF DEVELOPMENT	77,371	68,655
5722	BOARD EVENTS	2,049	4,000
5728	IT SUPPLIES & SMALL PURCHASES	50,827	121,300
5730	SUPPLIES INTERNAL	68,109	69,450
5731	EQUIPMENT & FURNITURE	79,929	0
5780	TRAVEL LOCAL	12,260	16,700
5790	TRAVEL OUT OF COUNTY	96,287	86,750
5820	UTILITIES	60,041	55,000
7210	ASSESSMENTS	2,215	2,515
	<b>SUBTOTAL</b>	<u>2,366,198</u>	<u>2,330,544</u>
6700	PBWDC	9,216,176	8,288,725
	<b>SUBTOTAL</b>	<b>11,582,374</b>	<b>10,619,269</b>
<b>Other Direct Program Costs</b>			
6598/6599	ITAs	1,222,961	1,030,000
6598/6599	OJT	81,459	110,000
6409	Lord's Place	86,586	0
7207	STIPENDS/WORK EXPERIENCE	349,461	620,413
7207	OTHER DIRECT COSTS	147,090	40,492
6411	CHILDCARE	29,606	79,000
6590	SUPPORT SERVICES	174,632	200,500
	<b>TOTAL EXPENSES</b>	<u>\$13,674,169</u>	<u>\$12,699,674</u>