SOUTH FLORIDA State College

OFFICE OF THE PRESIDENT

EXHIBIT "C"

Item 5.2.1

PRESENT TO BOARD: AUGUST 26, 2026

TO: SOUTH FLORIDA STATE COLLEGE
DISTRICT BOARD OF TRUSTEES

FROM: FRED HAWKINS

SUBJECT: MEMORANDUM OF UNDERSTANDING AGREEMENT – CAREERSOURCE HEARTLAND

Approval is requested to **renew** the agreement that establishes the organizational framework to integrate the delivery of program service to include WIOA Adult, Dislocated Worker, and Your Services. The term of this MOU shall be July 1, 2026 to June 30, 2027.

SUGGESTED MOTION:

Move to approve the agreement between CareerSource Heartland and South Florida State College as presented.

CareerSource HEARTLAND

SOUTH FLORIDA State College

MEMORANDUM OF UNDERSTANDING

BETWEEN

CAREERSOURCE HEARTLAND

AND

SOUTH FLORIDA STATE COLLEGE

FOR

FARMWORKER CAREER DEVELOPMENT PROGRAM

DELIVERY SERVICES TO FARMWORKERS UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT

This Memorandum of Understanding (MOU) sets forth the terms of the agreement for cooperation and collaboration between CareerSource Heartland (CSH) and South Florida State College (SFSC) Farmworker Career Development Program (hereinafter referred to as "FCDP") for the delivery of services provided by both entities as outlined in the Workforce Innovation and Opportunity Act (WIOA) and Florida's Workforce Innovation Act of 2000, and to establish standards of performance through Federal, State and locally required guidelines.

I. Purpose of this Agreement

A. Establish the organizational framework to integrate the delivery of the program services listed below as provided by the FCDP and CSH into the local Career Center system, to include WIOA Adult, Dislocated Worker, and Youth services.

B. Satisfy the requirements contained in the Workforce Innovation and Opportunity Act (WIOA) for a Memorandum of Understanding between CSH and the FCDP to provide program career services in a coordinated, seamless, and customer-friendly manner within the locally established CSH service delivery system.

II. CSH maintains centers throughout Local Workforce Development Area (LWDA) 19, which includes a center in Okeechobee County. Service will include the following:

A. CareerSource Heartland

These services include referral of qualified candidates to open job orders and access to other programs, activities and support services provided by various partners. CSH maintains a "universal" eligibility for the provision of basic career services. Referrals for more intensive career services and/or job training may be extended to individuals who demonstrate the need and meet eligibility requirements.

All customers may explore work preparation and career development services and have access to information on a range of employment, training, adult literacy, and occupational education programs both on-site and through electronic systems. Customers have access to career, skill, employment and training information to obtain the services and skills they need to enhance their employment, and training information to obtain the services and skills they need to enhance their employment opportunities based on their individual needs, other services include: resume preparation, interview techniques, job placement assistance, workshops, access to computers, fax, copier and phones for job search.

The committee structure of the CSH Board of Directors includes a Youth Council designed to develop strategies that promote successful entry into the workforce through education and workplace experiences that lead to self-sufficiency and career advancement.

B. Farmworker Career Development Program
Provides services through South Florida State College by offering:

- Outreach, intake, orientation, eligibility determination, assessment and counseling, as well as emergency services and referrals for farm workers.
- Testing, career determination and development of an individual employment plan for eligible farmworkers.
- Training services, which may include ESOL, GED, Vocational or Certificate programs will be made through the most appropriate facility in the area.
- Communication of job development services-prior to participant hire- to CSH to facilitate data entry into EF (Employ Florida).

Both FCDP and CSH will coordinate their efforts to meet participant service delivery and employer job order needs. A mutually developed co-enrollment Referral Form will be used to eliminate duplication and help streamline referrals between FCDP and CSH to ensure participants get the assistance they need to successfully complete training and find self-sufficient employment. Document sharing will occur to simplify eligibility processes and again avoid duplication.

Both parties shall retain fiscal responsibility and accountability for the administration of the funds allocated to them under specific WIOA sections and any other applicable federal and state laws for the workforce program services directly delivered by the Program. It is understood by the parties to this Agreement that each should be able to fulfill its responsibilities under the Agreement in accordance with the provisions of law regulation that govern their respective activities. Nothing in this Agreement is intended to negate or otherwise render ineffective any such provision or mandated operating procedure.

C. Joint Services

1. CSH and FCDP staff will work together to build service delivery and placement plans for co-enrolled participants.
2. CSH and FCDP will share participants and resources by creating/developing a referral system form as a tool to better communicate between the organizations programs.
3. CSH and FCDP will participate in coordinated outreach efforts to locate and contact Migrant Seasonal Farmworkers through visits to locations where social services are provided.
4. CSH and FCDP will use EF as the shared database system.
5. CSH and FCDP will coordinate information and services to avoid duplication and to maximize customer service.
6. CSH and FCDP agree to coordinate costs related to individual plans for mutual clientele as appropriate.
7. CSH and FCDP agree to maximize communication and service delivery in order to ensure optimum performance of each party's programs.

D. Other
The FCDP will maintain representation on the CSH Board of Directors through the Office of the SFSC President.

III. Duration of Agreement

The Term of this MOU shall be July 1, 2026 to June 30, 2027. By signing this agreement, both parties agree that the provisions contained herein are subject to all applicable Federal, State, and local laws, regulations and/or guidelines relating to nondiscrimination, privacy rights of participants, and maintenance of records and other confidential information relating to CSH customers. Renewal is at the discretion of one or both parties and shall be exercised within thirty (30) days prior to the expiration of the agreement. The agreement may be amended at any time, in writing, and with mutual consent of both parties. Either party may terminate the agreement, in writing, without cause, with a thirty (30) calendar day notification.

By signatures affixed below, the parties specify their agreement:

South Florida State College
Farmworker Career Development Program

Fred Hawkins
President

8/26/26
Date

CareerSource Heartland

Donna Doubleday
President/CEO

7-1-26
Date

Chief Elected Official

Kevin Roberts
County Commissioner

7-1-26
Date