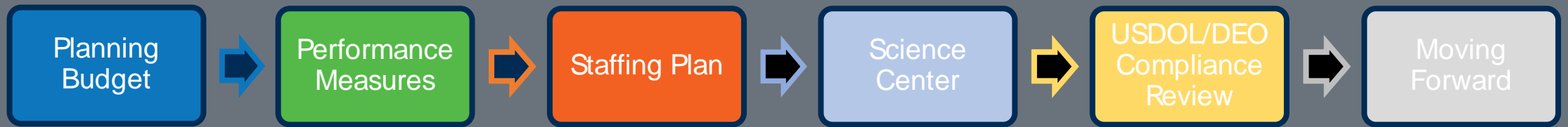


# CareerSource Pinellas Program Year 2019-2020



June 18, 2019  
Presentation  
Pinellas Board of County Commissioners



# FY'2020 Projected Revenue

Funding Streams	Projected Budget for 2019-2020	2018-2019 Approved Budget	\$ Variance	% Variance	Comments
<b>Workforce Innovation &amp; Opportunity Act</b>					
Adult	1,799,381	1,719,865	79,516	4.6%	DEO funding down 12.4% from prior year; inc from from lower current yr spending and reserve to 2018-2019
Dislocated Worker	1,850,000	2,323,141	(473,141)	(20.4%)	DEO funding down 12.4% from prior year; dec from higher spending and lower reserve than prior yr
Youth	1,602,382	1,567,146	35,236	2.2%	DEO funding down 12.4% from prior year; increase resulting from higher reserve to 2018-2019
Apprenticeship Expansion	90,000	-	90,000	-	New grant in 2018-2019; Funding allocated to 2019-2020
Soft Skills	70,000	-	70,000	-	New grant in 2018-2019; Funding allocated to 2019-2020
Community Based Sector Strategy Career READY	-	135,000	(135,000)	(100.0%)	Grant ended 6/30/19; no budgeted funding for 2019-2020
Community Based Sector Strategy IT Training	-	138,000	(138,000)	(100.0%)	Grant ended 6/30/19; no budgeted funding for 2019-2020
Community Based Sector Strategy Construction	-	30,000	(30,000)	(100.0%)	Grant ended 6/30/19; no budgeted funding for 2019-2020
Governor's Challenge	-	333,334	(333,334)	(100.0%)	No spending in 2018-2019 and no budgeted funding or spending for 2019-2020
National Emergency Grant - Hurricane Maria	-	75,000	(75,000)	(100.0%)	No spending in 2018-2019 and no budgeted funding or spending for 2019-2020
Governor's Challenge - Hurricane Maria Outreach	-	10,000	(10,000)	(100.0%)	No budgeted funding for 2019-2020
<b>Total WIOA</b>	<b>5,411,763</b>	<b>6,331,486</b>	<b>(919,723)</b>	<b>(14.5%)</b>	
<b>Employment Services</b>					
Wagner-Peyser	685,000	597,688	87,312	14.6%	DEO funding flat with prior year; increase resulting from increased reserve from 2018-2019
Wagner-Peyser Coop Outreach Program	-	42,000	(42,000)	(100.0%)	Funding not awarded in 2018-2019; No budgeted funding for 2019-2020
Veterans Services	151,500	150,000	1,500	1.0%	Based upon 2018-2019 spending and anticipated allocations for 2019-2020
RESEA	350,000	400,000	(50,000)	(12.5%)	Based upon 2018-2019 spending and anticipated allocations for 2019-2020
Reemploy. Assistance Program	45,000	55,000	(10,000)	(18.2%)	Based upon 2018-2019 spending and anticipated allocations for 2019-2020
<b>Total Employment Services</b>	<b>1,231,500</b>	<b>1,244,688</b>	<b>(13,188)</b>	<b>(1.1%)</b>	
<b>Welfare Transition</b>					
	2,279,121	2,248,158	30,963	1.4%	DEO funding increase in allocation from DEO for 2019-2020
<b>Supplemental Nutrition Assistance Program</b>					
	470,000	550,000	(80,000)	(14.5%)	Based upon 2018-2019 spending, reserve for 2019-2020 and anticipated allocations for 2019-2020
<b>Trade Adjustment Assistance</b>					
	348,000	275,000	73,000	26.5%	Based upon need; can request additional funding. Consistent with 2018-2019 spending
<b>TOTAL DEO</b>					
	<b>9,740,384</b>	<b>10,649,332</b>	<b>(908,948)</b>	<b>(8.5%)</b>	
<b>Youthbuild - Department of Labor</b>					
	545,207	325,000	220,207	67.8%	New 3-year grant for \$1.1 MM; Spending for two grants for 9 months of the year.
<b>Juvenile Welfare Board of Pinellas County</b>					
	14,000	65,000	(51,000)	(78.5%)	Final quarter of grant spending; not anticipating new grant for 2019-2020
<b>Other Revenue</b>					
Ticket to Work	96,000	-	96,000	-	Ticket to Work not budgeted for 2018-2018
Tobacco Free Florida	24,000	-	24,000	-	Tobacco Free Florida not budgeted for 2018-2019
Career Fair Sponsorships	12,000	-	12,000	-	Career Fair sponsorships not budgeted for 2018-2019
Americorp	-	25,000	(25,000)	(100.0%)	Grant ended in 2018-2019
Able Trust	-	85,000	(85,000)	(100.0%)	Grant ended in 2018-2019
Science Center/STEMe	-	415,000	(415,000)	(100.0%)	Science Center in negotiations to be sold; no budget for 2019-2020
Interest	1,440	-	1,440	-	Interest not budgeted for 2018-2019
<b>TOTAL NON-DEO</b>					
	<b>692,647</b>	<b>915,000</b>	<b>(222,353)</b>	<b>(24.3%)</b>	
<b>TOTAL 2019-2020 BUDGETED REVENUE</b>					
	<b>10,433,031</b>	<b>11,564,332</b>	<b>(1,131,301)</b>	<b>(9.8%)</b>	

Revenue	PY 17/18	PY 18/19	PY 19/20	Increase/Decrease	% Change
<b>Total</b>	16,252,261	11,564,332	10,433,031*	(1,131,301)	-9.8%

\* This budget may be negatively impacted by the USDOJ report of May 15, 2019, which addresses questioned costs of approximately \$6.3 million.

# FY'2020 Planning Budget

CareerSource Pinellas  
Expenditure Report  
2019-2020 Planning Budget

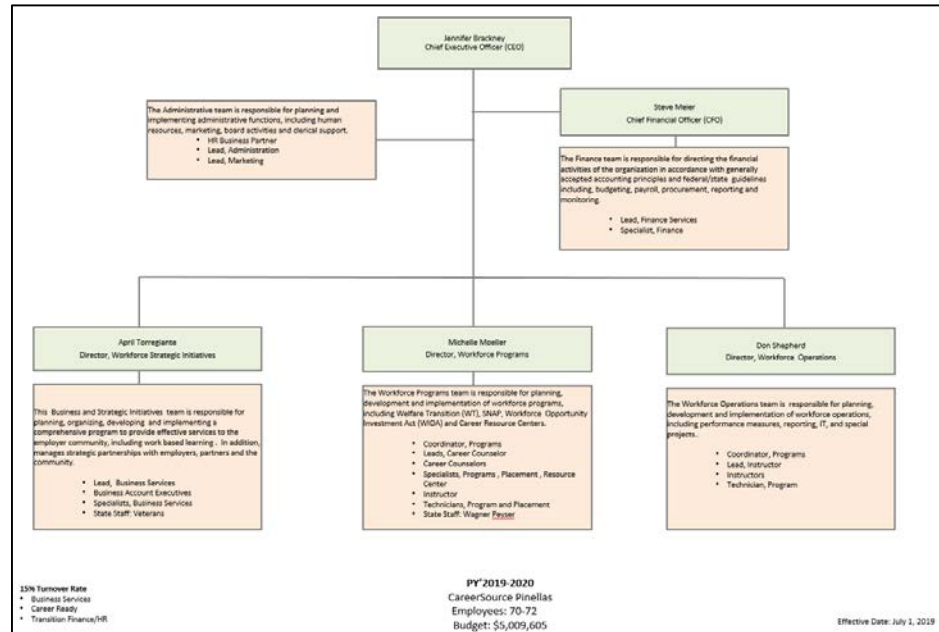
Expenditure	Admin	MIS/Tech Cost Pool	Outreach & Marketing Cost Pool	One-Stop Cost Pool	Case Mgmt Cost Pool	Business Services Cost Pool	Total	Direct and Admin	Total Career Source Pinellas
Salary Expense	641,313				1,875,464	798,973	3,315,751	232,454	3,548,205
Salary Expense - Benefit Stipend	171,017				483,052	196,722	851,391	56,498	907,887
Payroll Taxes	56,986				190,517	72,640	320,143	23,948	344,091
Retirement	40,617				114,867	41,011	196,494	12,928	209,422
<b>Total Personnel Costs</b>	<b>909,933</b>				<b>2,664,500</b>	<b>1,109,346</b>	<b>4,683,779</b>	<b>325,826</b>	<b>5,009,605</b>
Customer Training								2,021,000	2,021,000
Service Provider Contract								575,000	575,000
PWE								400,000	400,000
Customer Supportive Services								370,388	370,388
Contract IT Services		273,600					273,600		273,600
Office Rent/Lease	30,983			152,075	17,441	40,695	241,173	23,254	264,427
OUT								182,000	182,000
Training Related Material								163,100	163,100
EWT								150,000	150,000
Communications	6,380			72,294	6,000	9,180	94,734	2,320	97,054
Comp Software/License/Maintenance	3,000	7,000		1,800	1,800		13,600	59,700	73,300
Legal Fees								60,000	60,000
Utilities				57,960			57,960		57,960
Insurance - General Liability	4,200			38,080	4,920	7,440	52,620	4,300	56,920
Fees/exams/certifications								64,960	64,960
Outreach/Marketing			52,984				52,984		52,984
Professional Service				51,884			51,884		51,884
Insurance - Workers Comp	7,506					11,188	18,692	28,892	47,584
Equipment Rent/Lease	2,480			34,230	1,800	5,760	44,250		44,250
Accounting/Audit Fees	43,500						43,500		43,500
Depreciation Expense								42,000	42,000
Travel - Out of Town	14,300				11,000	4,700	30,000	11,300	41,300
License/Dues & Other Fees	16,485		7,750	2,400		885	30,330	1,185	31,515
Contract Labor	22,500				5,000		27,500		27,500
Janitorial Expense				22,950			22,950		22,950
Office Supplies	6,480			11,220	2,400	2,400	22,500	400	22,900
Insurance - Commercial Property	1,440			14,130	1,740	3,000	20,310		20,310
Copy Machine Usage/Maintenance	1,320			9,030	2,100	5,280	17,730		17,730
Equipment < \$5,000	6,000			7,500		3,000	16,500		16,500
Travel - Mileage	900				2,400	4,200	7,500	8,300	15,800
Repairs & Maintenanc	2,400			8,040	3,800		14,040		14,040
Meetings/Conferences	8,675				2,200	600	11,675		11,675
401K Administrative Fees	11,520						11,520		11,520
Payroll Processing Fees	10,324						10,324		10,324
Insurance - Auto								9,600	9,600
Postage/Shipping	3,380			3,420		600	7,380	75	7,455
Staff Training/Education	1,800				1,800	1,800	5,400	1,500	6,900
HRIS Administrative Fees	6,900						6,900		6,900
Vehicle Expenses								5,600	5,600
Recruitment	1,800				600	600	3,060	2,400	5,460
Operating Supplies				3,000		300	3,300	1,047	4,347
Pest Control				3,096			3,096		3,096
Bank Fees	2,700						2,700		2,700
Document Shredding	240			860	240		1,340		1,340
FSA Administrative Expenses	1,135						1,135		1,135
Security				1,050			1,050		1,050
Other Leases								780	780
Other						3,252	3,252	1,500	4,752
<b>Total Cost Pools</b>	<b>1,131,401</b>	<b>280,600</b>	<b>60,734</b>	<b>493,000</b>	<b>2,730,500</b>	<b>1,214,034</b>	<b>5,910,269</b>	<b>4,506,427</b>	<b>10,416,696</b>

# PY 2018-2019 Primary Indicators

Measures	PY2018-2019 1st Quarter Performance	PY 2018- 2019 % of Performance Goal Met For Q1	PY2018-2019 2nd Quarter Performance	PY 2018- 2019 % of Performance Goal Met For Q2	PY2018-2019 3rd Quarter Performance	PY 2018- 2019 % of Performance Goal Met For Q3	PY 2018- 2019 Performance Goals
<b>Adults:</b>							
Employed 2nd Qtr After Exit	92.10	103.48	91.70	103.03	94.60	106.29	<b>89.00</b>
Median Wage 2nd Quarter After Exit	\$9,753	142.38	\$9,890	144.38	\$10,367	151.34	<b>\$6,850</b>
Employed 4th Qtr After Exit	88.90	104.59	90.60	106.59	90.40	106.35	<b>85.00</b>
Credential Attainment Rate	96.70	155.97	97.50	157.26	97.70	157.58	<b>62.00</b>
<b>Dislocated Workers:</b>							
Employed 2nd Qtr After Exit	88.70	98.56	88.30	98.11	92.40	102.67	<b>90.00</b>
Median Wage 2nd Quarter After Exit	\$8,074	117.87	\$7,962	116.23	\$7,962	116.23	<b>\$6,850</b>
Employed 4th Qtr After Exit	84.50	99.41	85.30	100.35	86.40	101.65	<b>85.00</b>
Credential Attainment Rate	86.40	127.06	84.10	123.68	84.90	124.85	<b>68.00</b>
<b>Youth:</b>							
Employed 2nd Qtr After Exit	79.10	94.17	78.60	93.57	87.90	104.64	<b>84.00</b>
Median Wage 2nd Quarter After Exit							<b>N/A</b>
Employed 4th Qtr After Exit	77.90	98.61	79.50	100.63	80.00	101.27	<b>79.00</b>
Credential Attainment Rate	88.40	102.79	88.20	102.56	86.70	100.81	<b>86.00</b>
<b>Wagner Peyser:</b>							
Employed 2nd Qtr After Exit	73.00	110.61	70.20	106.36	67.20	101.82	<b>66.00</b>
Median Wage 2nd Quarter After Exit	\$6,657	137.26	\$6,682	137.77	\$6,555	135.15	<b>\$4,850</b>
Employed 4th Qtr After Exit	72.60	113.44	70.10	109.53	70.00	109.38	<b>64.00</b>

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

# PY 2019-2020 STAFFING PLAN



## 15% Turnover Rate

- Business Services
- Career Ready
- Transition Finance/HR

## Other Activities:

- Conducted an **Employee Engagement Survey** (February 2019)
  - Salary, Health and Benefits and Communication
- Completed a **Comprehensive Salary and Title Review** (approved June 5, 2019)
- **Taking Steps to Improve Communication**
  - Hosted the **1<sup>st</sup> CSPIN TownHall Meeting** (May 17, 2019)
  - HR Happenings – *Internal Newsletter*
  - Pinellas Pinnacle – *Weekly Newsletter*
  - CSPIN Chairman’s Report – *Board Newsletter*
- Aligned **Performance Evaluations** with the Program Year

## In Progress:

- **Job Descriptions Review**
- **Health and Benefits Analysis**
- **Desk Guides Updating and Conducting Training**

# Science Center



An offer has been accepted from the City of St. Petersburg to sell the Science Center and property for \$3.1M.

# U.S. Department of Labor Compliance Review

## 1) Falsified Placements:

- Finding #1: Falsified Placement; Fabrication of Information and Records

## 2) Questioned Costs:

- Finding #2: Lack of Documented Program and Service Eligibility for OJT Participants
- Finding #3: Supportive Services Payments Potentially Issued to Ineligible Participants
- Finding #4: Improper Business Services Staff Incentive Compensation
- Finding #5: Improper Executive Director and Management Compensation Salary Increases

## 3) Internal Controls:

- Finding #6: Lack of Staff Grievance Procedures and Equal Opportunity Representation
- Finding #17: Lack of Internal Controls over Supportive Services & Pre-Paid Credit Card

## 4) Oversight/Administrative:

- Finding #7: Lack of Firewalls and Internal Control at CSTB
- Finding #8: Board Recruitment, Vetting, Nomination, and Appointment Inconsistent with WIOA
- Finding #9: Chief Elected Officials Improperly Delegated Key Roles and Responsibilities
- Finding #10: Non-Compliant with WIOA Transparency and Sunshine Provisions
- Finding #11: Lack Evidence of LWDBs Fulfilling Required Functions
- Finding #12: One Stop Competitive Procurement Not Compliant
- Finding #13: Conflict of Interest Policies Not Compliant
- Finding #14: LWDB Composition Not Compliant
- Finding #15: Non-Complaint with Stevens Amendment
- Finding #16: State Did Not Conduct Adequate and Effective Oversight
- Area of Concern #1: Lack of Training for CLEOs and LWDB Members on Roles and Responsibilities
- Area of Concern #2: Improper Appointment or Assignment of Staff as Voting Members of Subcommittees
- Area of Concern #3: Adequacy of State Oversight over Local Area Self-Monitoring



15 – 18 Months

\$17,543,409.87  
Questioned  
Costs

# USDOL & DEO Annual Monitoring

**DEO PROGRAM MONITORING:** The Program Year (PY) 2018-19 programmatic quality assurance review of CareerSource Pinellas' programs, including career center operations, conducted June 3 - 14, 2019.

The review period (10/1/2017 – 3/1/2019). The programs reviewed included:

- Welfare Transition
- Supplemental Nutrition Assistance Program Employment and Training
- Workforce Innovation and Opportunity Act
- Trade Adjustment Assistance
- Wagner-Peyser
- Special Projects

**DEO FINANCIAL MONITORING:** Simultaneously, DEO performed a Financial Management monitoring on site during the week of June 3rd. Areas reviewed were: finance, operations, personnel and purchasing processes.

**USDOL PROGRAM MONITORING:** USDOL is conducting an on-site Youthbuild Monitoring during the week of June 17, 2019.



# NEXT STEPS

- **Workforce and Education Summit** — February 2020
  - Partnership with SPC and PTC
  - Move forward with a focus on Pinellas County and explore opportunities for regional participation
- **Monthly Career Fairs – Epi Center**
  - March 28<sup>th</sup> – General - 300 candidates and 52 employers
  - May 30<sup>th</sup> – Health Care - 110 candidates and 31 employers
  - June 27<sup>th</sup> – Technology
- **Professional Networking Group (PNG)**
- **Career Networking Group (CNG)**
- **Satellite Office** Locations to Expand and Leverage Resources
- **Partners – Update MOUs and IFAs** with Core/Required Partners
- **Organizational Structure**
  - Implement New Salary and Title Structure
  - Conduct a Health and Benefits Review
  - Communication – TownHall, HR Happenings, Pinellas Pinnacle

# Moving Forward...



Resilience is the ability to bounce back from, grow and thrive during challenges and adversity.