



BOARD OF COUNTY COMMISSIONERS AGENDA REQUEST

DATE: February 4, 2025
TO: Honorable Chairman and Members of the Board
FROM: Michele Burns, Executive Director, CareerSource Okaloosa Walton
SUBJECT: CareerSource Okaloosa Walton - Infrastructure Funding Agreement (IFA)

STATEMENT OF ISSUE: CareerSource Okaloosa-Walton requests the Board review and approval the Infrastructure Funding Agreement (IFA) between CareerSource Okaloosa Walton and the Tri-County Community Council, Inc.

BACKGROUND: The Infrastructure Funding Agreement (IFA) contains the infrastructure costs budget, which is an integral component of the overall one-stop operating budget. The other component of the one-stop operating budget consists of additional costs, which include applicable career services, and may include shared operating costs and shared services. While each of these components covers different cost categories, an operating budget would be incomplete if any of these cost categories were omitted, as all components are necessary to maintain a fully functioning and successful local one-stop delivery system.

OPTIONS: Approve/Disapprove

RECOMMENDATIONS: Staff recommends approval of the Infrastructure Funding Agreement (IFA) between CareerSource Okaloosa Walton and the Tri-County Community Council, Inc.

The signature page for the One-Stop Operating Budget (**Appendix A**) and the Infrastructure Funding Agreement (**Appendix B**) to the Workforce Innovation and Opportunity Act (WIOA) Memoranda of Understanding (MOU) dated May 7, 2024, between **CareerSource Okaloosa Walton (CSOW)**, also referred to as **CSOW**; and the **Tri-County Community Council, Inc.**, also referred to as **The Partner**.

I. TERM FOR INFRASTRUCTURE COSTS


The Term for this Infrastructure Funding Agreement shall commence on July 1, 2024, through June 30, 2025. The Term for subsequent Infrastructure Funding Agreements shall begin on the first day of the Program/Fiscal Year (Currently) July 1 through the last day of the Program/Fiscal Year (Currently) June 30. A new Infrastructure Funding Agreement will be developed for each subsequent Program/Fiscal Year.

II. AGREEMENT/PAYMENTS

The Partner agrees to the infrastructure costs outlined in **Appendix B** and to the Terms of this Infrastructure Funding Agreement. As invoiced by CSOW, payments may be made monthly, quarterly, or annually at the beginning of each agreed-upon period.

III. SIGNATURES

IN WITNESS WHEREOF, the Partner and CSOW have caused this Infrastructure Funding Agreement to be duly executed as of the date set forth below.

	APPROVED BY:		APPROVED BY PARTNER:
	CareerSource Okaloosa/Walton		Tri-County Community Council, Inc.
By:	<u>Michelle Crocker</u>	By:	<u></u>
Name:	<u>Michelle Crocker</u>	Name:	<u>Joel Paul Jr.</u>
Title:	<u>Chair, Board of Directors</u>	Title:	<u>Executive Director</u>
Date:	<u>10/21/2024</u>	Date:	<u>1-14-2025</u>

MOU IFA – CareerSource Okaloosa Walton and Tri-County Community Council, Inc.

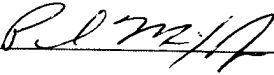
The signature page for the One-Stop Operating Budget (**Appendix A**) and the Infrastructure Funding Agreement (**Appendix B**) to the Workforce Innovation and Opportunity Act (WIOA) Memoranda of Understanding (MOU) dated May 7, 2024, between **CareerSource Okaloosa Walton (CSOW)**, also referred to as **CSOW**; and the **Tri-County Community Council, Inc.**, also referred to as **The Partner**.

Continued from Page 1

APPROVED BY:

Chief Elected Official for Okaloosa and Walton Counties

By:





Name:

Paul Mixon

Title:

Chair, Okaloosa County Board of County Commissioners

Date:

~~01-21-2025~~ 2/4/2025

M Everton
BCC Records

Attachments

- Appendix A** - One-Stop Operating Budget
- Appendix B** - Infrastructure Funding Agreement

**Partners
Annualized
2023-2024**



Infrastructure Expense

Lease
 Liability/Property/Other Insurance
 IT Consulting Contract
 IT Technician Portion of Salaries and Benefits 10%
 Telephone
 Utilities
 Facilities Maintenance
 Equipment Leasing & Maintenance
 Supplies
 Atlas Complete Technology

Full Center Lease One Stop FTE % to Total FTE	Technology Usage Access Only
\$183,840	
\$18,729	
\$24,798	\$24,798
\$7,878	\$7,878
\$13,496	
\$25,125	
\$738	
\$9,535	
\$10,229	
\$18,588	\$18,588
\$312,956	\$51,264

NWFLSC	OTC	HCTC	FIDH: Blind	TH County
\$1,424	\$1,424	\$1,424	\$1,424	\$1,424
\$1,424	\$1,424	\$1,424	\$0	\$1,424
\$1,424	\$1,424	\$1,424	\$0	\$1,424

**One-Stop Operating Budget with All Partners
Annualized
Fl, Wallon One-Stop**

VR	SEP	WIDA	WT	Wagner Pepper	Veteran's	RESEA	SNAP	OTHER	Total
1%	1%	6%	1%	3%	11%	2%	1%	10%	
3%	3%	17%	3%	8%	31%	6%	3%	28%	
\$5,107	\$5,107	\$30,640	\$5,107	\$15,320	\$58,173	\$10,213	\$5,107	\$51,867	\$183,840
\$520	\$520	\$1,122	\$520	\$1,501	\$5,723	\$1,041	\$520	\$5,203	\$18,729
\$689	\$689	\$689	\$689	\$3,066	\$7,571	\$1,378	\$689	\$6,888	\$24,798
\$319	\$319	\$219	\$219	\$657	\$2,407	\$438	\$219	\$2,188	\$7,878
\$375	\$375	\$2,249	\$375	\$1,125	\$4,124	\$750	\$375	\$3,749	\$13,496
\$698	\$698	\$4,187	\$698	\$2,094	\$7,673	\$1,396	\$698	\$6,973	\$25,125
\$20	\$20	\$123	\$20	\$61	\$225	\$41	\$20	\$205	\$738
\$265	\$265	\$1,589	\$265	\$795	\$2,913	\$530	\$265	\$2,649	\$9,535
\$284	\$284	\$1,705	\$284	\$852	\$3,125	\$568	\$284	\$2,841	\$10,229
\$516	\$516	\$316	\$516	\$1,549	\$5,680	\$1,033	\$516	\$5,163	\$18,588
\$8,693	\$8,693	\$45,039	\$8,693	\$26,080	\$95,625	\$17,386	\$8,693	\$86,932	\$312,956
\$5,771	\$5,771	\$50,810	\$8,693	\$26,080	\$95,625	\$17,386	\$8,693	\$86,932	\$312,956

Infrastructure Costs and Additional OS Expense Annualized (Appendix B)

2024-2025 based on 2023-2024

Ft. Walton One-Stop
Fall Center Usage
Technology Usage
Access-Only

Lease	183,840	
Liability/Property/Other Insurance	18,729	
IT Consulting Contract	24,798	\$24,798
IT Technician 10% of Salaries and Benefits	7,878	\$7,878
Telephone	13,496	
Utilities	25,125	
Facilities Maintenance	738	
Equipment Leasing & Maintenance	9,535	
Supplies	10,229	
Atlas Complete Technology	18,588	\$18,588
Total Infrastructure Costs	\$312,956	\$51,264

Total Infrastructure Costs

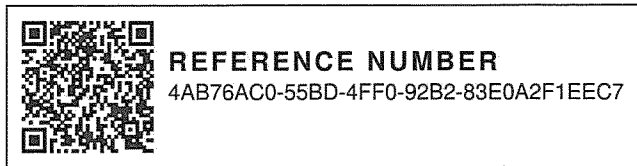
FTE in FWB One-Stop
Cost per FTE

36
8,693

1,424

MOU's	Fair Share	Exchange Value	Balance to CSOW
Voc Rehab with 1 FTE in OS	\$8,693	\$0	\$8,693
SEP with 1 FTE in OS	\$8,693	\$4,347	\$4,347
	Access Fee	Exchange Value	Balance to CSOW
NWFLSC-(Perkins and Literacy Programs)-No FTE in OS TECH ONLY	\$1,424	\$0	\$1,424
OTC-(Perkins)-No FTE in OS TECH ONLY	\$1,424	\$0	\$1,424
ECTC-(Perkins and Literacy Programs)-No FTE in OS TECH ONLY	\$1,424	\$0	\$1,424
FI Division of Blind Services-No FTE in OS TECH ONLY	\$1,424	\$0	\$1,424
Community Services Block Grant (Tri County)-No FTE in OS TECH ONLY	\$1,424	\$1,424	\$0
Community Services Block Grant (Tri County)-Services provided to CSOW One-Stop Delivery System customers equal to or greater than the Access Fee of \$1,424. EXCHANGE VALUE			\$5,771
			\$18,736

SIGNATURE CERTIFICATE



TRANSACTION DETAILS

Reference Number
4AB76AC0-55BD-4FF0-92B2-83E0A2F1EEC7

Transaction Type
Signature Request

Sent At
10/17/2024 14:15 CDT

Executed At
10/21/2024 12:51 CDT

Identity Method
email

Distribution Method
email

Signed Checksum
822399db8c7fc1d23656a9b31cea9b083f6a040ae057c82a957d6d7aa13be9b9

Signer Sequencing
Disabled

Document Passcode
Disabled

DOCUMENT DETAILS

Document Name
TCCC

Filename
TCCC.pdf

Pages
4 pages

Content Type
application/pdf

File Size
273 KB

Original Checksum
02b1b2c2a76e4a057cd6461342abf55c77b4b0206098388387c0d4b022544d97

SIGNERS

SIGNER

Name
Michelle Crocker

Email
mcrocker@firstnatiogroup.com

Components
2

E-SIGNATURE

Status
signed

Multi-factor Digital Fingerprint Checksum
71af133574c7d47c3c2a8326c9ee99a3f7d1a51803e661ee8b92c0d73bdd9855

IP Address
72.206.68.85

Device
Chrome via Windows

Typed Signature
Michelle Crocker

Signature Reference ID
B5E1E075

EVENTS

Viewed At
10/21/2024 12:51 CDT

Identity Authenticated At
10/21/2024 12:51 CDT

Signed At
10/21/2024 12:51 CDT

AUDITS

TIMESTAMP

10/17/2024 14:15 CDT

10/17/2024 14:15 CDT

10/21/2024 12:51 CDT

10/21/2024 12:51 CDT

10/21/2024 12:51 CDT

AUDIT

Sue Berntsen (sberntsen@careersourceow.com) created document 'TCCC.pdf' on Microsoft Edge via Windows from 52.45.54.47.

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