

Agenda Item Details

Meeting	Feb 04, 2025 - FEBRUARY 4, 2025, REGULAR MEETING - 5:00 PM - TIVOLI COMPLEX/BOARD ROOM - DEFUNIAK SPRINGS, FLORIDA
Category	4. ACTION AGENDA
Subject	4.02 Approval of MOU with Career Source (IFA) (M. Smithart)
Access	Public
Type	Action
Preferred Date	Feb 04, 2025
Absolute Date	Feb 04, 2025
Dollar Amount	1,424.00
Recommended Action	Approval of IFA with Career Source

APPROVED BY  
FEB 4 2025  
WALTON COUNTY SCHOOL BOARD

Public Content

[ECTC\\_Michelle\\_Crocker-signed-certificate \(1\) \(1\).pdf \(258 KB\)](#)

[CareerSourceMOU.pdf \(3,198 KB\)](#)

Administrative Content

I have included the original MOU that relates to the Funding Agreement.

Executive Content

MOU\_IFA – CareerSource Okaloosa Walton and Emerald Coast Technical College

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 July 8, 2024, between **CareerSource Okaloosa Walton (CSOW)**, also referred to as **CSOW**; and the **Emerald Coast Technical College (ECTC)**, 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.

<p><b>APPROVED BY:</b> <b>CareerSource Okaloosa/Walton</b></p> <p>By: <u>Michelle Crocker</u></p> <p>Name: <u>Michelle Crocker</u></p> <p>Title: <u>Chair, Board of Directors</u></p> <p>Date: <u>10/21/2024</u></p>	<p><b>APPROVED BY PARTNER:</b> <b>Emerald Coast Technical College</b></p> <p>By: <u>[Signature]</u></p> <p>Name: <u>Michael Smithart</u></p> <p>Title: <u>Director / Principal</u></p> <p>Date: <u>02/02/25</u></p>
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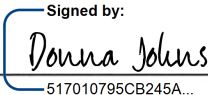
<p><b>APPROVED BY:</b> <b>Walton County School Board</b></p> <p>By: <u>[Signature]</u></p> <p>Name: <u>Jason Catalano</u></p> <p>Title: <u>Board Chairman</u></p> <p>Date: <u>2/4/2025</u></p>	<p><b>APPROVED BY</b></p> <p><b>FEB 4 2025</b></p> <p><b>WALTON COUNTY SCHOOL BOARD</b></p>
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MOU\_IFA – CareerSource Okaloosa Walton and Emerald Coast Technical College

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 July 8, 2024, between **CareerSource Okaloosa Walton (CSOW)**, also referred to as **CSOW**; and the **Emerald Coast Technical College (ECTC)**, also referred to as **The Partner**.

Continued from Page 1

APPROVED BY:  
Chief Elected Official for Okaloosa and Walton Counties

By:   
517010795CB245A...

Name: Donna Johns

Title: Chairwoman of the Walton County Board of County Commissioners

Date: 3/17/2025

Attachments

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

Partners  
Annualized  
2023 2024

Appendix A

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
Total Infrastructure Costs
Exchange Value
Fair Share

One-Stop Operating Budget with All Partners  
Annualized  
Fl. Walton One Stop

Full Center Usage One Stop FTE % to Total FTE	Technology Usage Access Only	NWFLSC	OTC	ECTC	Fl Div Blind	Tri County	VR	SEP	WIOA	WT	Wagner Peyser	Veteran's	RESEA	SNAP	OTHER	Total
							1 3%	1 3%	6 17%	1 3%	3 8%	11 31%	2 6%	1 3%	10 28%	36.00 1.00
	\$183,840						\$5,107	\$5,107	\$30,640	\$5,107	\$15,320	\$56,173	\$10,213	\$5,107	\$51,067	\$183,840
	\$18,729						\$520	\$520	\$3,122	\$520	\$1,561	\$5,723	\$1,041	\$520	\$5,203	\$18,729
	\$24,798	\$24,798	\$689	\$689	\$689	\$689	\$689	\$689	\$689	\$689	\$2,066	\$7,577	\$1,378	\$689	\$6,888	\$24,798
	\$7,878	\$7,878	\$219	\$219	\$219	\$219	\$219	\$219	\$219	\$219	\$657	\$2,407	\$438	\$219	\$2,188	\$7,878
	\$13,496						\$375	\$375	\$2,249	\$375	\$1,125	\$4,124	\$750	\$375	\$3,749	\$13,496
	\$25,125						\$698	\$698	\$4,187	\$698	\$2,094	\$7,677	\$1,396	\$698	\$6,979	\$25,125
	\$738						\$20	\$20	\$123	\$20	\$61	\$225	\$41	\$20	\$205	\$738
	\$9,535						\$265	\$265	\$1,589	\$265	\$795	\$2,913	\$530	\$265	\$2,649	\$9,535
	\$10,229						\$284	\$284	\$1,705	\$284	\$852	\$3,125	\$568	\$284	\$2,841	\$10,229
	\$18,588	\$18,588	\$516	\$516	\$516	\$516	\$516	\$516	\$516	\$516	\$1,549	\$5,680	\$1,033	\$516	\$5,163	\$18,588
	\$312,956	\$51,264	\$1,424	\$1,424	\$1,424	\$1,424	\$8,693	\$8,693	\$45,039	\$8,693	\$26,080	\$95,625	\$17,386	\$8,693	\$86,932	\$312,956
					\$0	-\$1,424		-\$4,347	\$5,771							-\$5,771
			\$1,424	\$1,424	\$1,424	\$1,424	\$8,693	\$4,347	\$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

Infrastructure Expense

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

Ft. Walton One Stop Technology Usage  
Full Center 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

Total Infrastructure Costs \$312,956 \$51,264

# FTE in FWB One Stop 36  
Cost per FTE 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



REFERENCE NUMBER

251D71EB-22FF-4B56-8937-A20174CA3AC4

TRANSACTION DETAILS	DOCUMENT DETAILS
<p><b>Reference Number</b> 251D71EB-22FF-4B56-8937-A20174CA3AC4</p> <p><b>Transaction Type</b> Signature Request</p> <p><b>Sent At</b> 10/17/2024 14:12 CDT</p> <p><b>Executed At</b> 10/21/2024 12:55 CDT</p> <p><b>Identity Method</b> email</p> <p><b>Distribution Method</b> email</p> <p><b>Signed Checksum</b> 71c3e6a2005bb32ad3dac97d999eb52e3f1ae341cbe209f11c61fd33e4ba182f</p> <p><b>Signer Sequencing</b> Disabled</p> <p><b>Document Passcode</b> Disabled</p>	<p><b>Document Name</b> ECTC</p> <p><b>Filename</b> ECTC.pdf</p> <p><b>Pages</b> 4 pages</p> <p><b>Content Type</b> application/pdf</p> <p><b>File Size</b> 274 KB</p> <p><b>Original Checksum</b> b9c25a4af69573896bef3322b61569cc43425ab0303c02c5138d868d4883ca96</p>

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
<p><b>Name</b> Michelle Crocker</p> <p><b>Email</b> mcrocker@firstnationgroup.com</p> <p><b>Components</b> 2</p>	<p><b>Status</b> signed</p> <p><b>Multi-factor Digital Fingerprint Checksum</b> 6678f33289013e8947c767c41625b001e8a0ae2f4ca4fd54a7f2a4e6ee346ad4</p> <p><b>IP Address</b> 72.206.68.85</p> <p><b>Device</b> Chrome via Windows</p> <p><b>Typed Signature</b> <i>Michelle Crocker</i></p> <p><b>Signature Reference ID</b> B73F32E6</p>	<p><b>Viewed At</b> 10/21/2024 12:54 CDT</p> <p><b>Identity Authenticated At</b> 10/21/2024 12:55 CDT</p> <p><b>Signed At</b> 10/21/2024 12:55 CDT</p>

AUDITS

TIMESTAMP	AUDIT
10/17/2024 14:12 CDT	Sue Berntsen (sberntsen@careersourceow.com) created document 'ECTC.pdf' on Microsoft Edge via Windows from 52.45.54.47.
10/17/2024 14:12 CDT	Michelle Crocker (mcrocker@firstnationgroup.com) was emailed a link to sign.
10/21/2024 12:54 CDT	Michelle Crocker (mcrocker@firstnationgroup.com) viewed the document on Chrome via Windows from 72.206.68.85.
10/21/2024 12:55 CDT	Michelle Crocker (mcrocker@firstnationgroup.com) authenticated via email on Chrome via Windows from 72.206.68.85.
10/21/2024 12:55 CDT	Michelle Crocker (mcrocker@firstnationgroup.com) signed the document on Chrome via Windows from 72.206.68.85.

APPROVED BY

FEB 4 2025

WALTON COUNTY SCHOOL BOARD