

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.

APPROVED BY:

CareerSource Okaloosa/Walton

By: Michelle Crocker

Name: Michelle Crocker

Title: Chair, Board of Directors

Date: 10/21/2024

APPROVED BY PARTNER:

Emerald Coast Technical College

By: [Signature]

Name: Michael Smithart

Title: Director / Principal

Date: 02/02/25

APPROVED BY:

Walton County School Board

By: [Signature]

Name: Jason Catalano

Title: Board Chairman

Date: 2/4/2025

APPROVED BY

FEB 4 2025

WALTON COUNTY SCHOOL BOARD

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

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
							\$5,107	\$5,107	\$30,640	\$5,107	\$15,320	\$56,173	\$10,213	\$5,107	\$51,067	\$183,840
							\$520	\$520	\$3,122	\$520	\$1,561	\$5,723	\$1,041	\$520	\$5,203	\$18,729
			\$689	\$689	\$689	\$689	\$689	\$689	\$689	\$689	\$2,066	\$7,577	\$1,378	\$689	\$6,888	\$24,798
			\$219	\$219	\$219	\$219	\$219	\$219	\$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	\$7,677	\$1,396	\$698	\$6,979	\$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	\$516	\$516	\$516	\$516	\$516	\$516	\$1,549	\$5,680	\$1,033	\$516	\$5,163	\$18,588
			\$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		-\$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

citrix | RightSignature

SIGNATURE CERTIFICATE



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

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

SIGNERS

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

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
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