

**MEMORANDUM OF UNDERSTANDING
BETWEEN CAREERSOURCE BROWARD AND BROWARD COUNTY, FLORIDA
FOR LOCAL ONE-STOP DELIVERY SYSTEM COLLABORATION**

Section 1. Parties

This Memorandum of Understanding (the "MOU") is entered into under the Workforce Innovation and Opportunity Act ("WIOA"), Public Law 113-128, 29 U.S.C. § 3101, between CareerSource Broward ("CSBD"), the administrative entity for the Broward Workforce Development Board, Inc., and the CareerSource Council of Elected Officials, and Broward County, Florida ("Partner"). CSBD and Partner are collectively referred to as the "Parties" and individually as a "Party."

Section 2. Purpose

WIOA at Sec. 121(c)(1) requires that the local workforce development board, with the agreement of the Chief Local Elected Official ("CLEO"), develop and enter into an MOU between the local workforce development board and the One-Stop partners concerning the operation of the One-Stop delivery system in a local area.

The purpose of this MOU is to describe the cooperative workforce training and employment efforts of CSBD and Partner and the actions to be taken by each to establish and maintain an effective and successful One-Stop delivery system. The purpose of the Infrastructure Funding Agreement (Exhibit A) is to delineate each Party's responsibilities for sharing the infrastructure costs and operating costs for the applicable One-Stop Center.

This MOU establishes how resources will be coordinated, prevents duplication of services, and ensures the effective and efficient delivery of workforce services in the county represented by CSBD to enable the Partner to integrate with the One-Stop delivery system, resulting in a seamless and comprehensive array of education, social services, job training, and other workforce development services.

The Parties agree to coordinate and perform the activities and services described herein within the scope of legislative requirements governing the Parties' respective programs, services, and agencies.

Section 3. Partners in the One-Stop Delivery System

Pursuant to 20 CFR 678.400, required One-Stop partners are the entities responsible for administering the following programs and activities in the local area.

1. Programs authorized under Title I of WIOA including:

- a. Adult programs
 - b. Dislocated workers programs
 - c. Youth programs
 - d. Job Corps
 - e. YouthBuild
 - f. Native American programs
 - g. Migrant and seasonal farmworker programs
2. The Wagner-Peyser Act Employment Service program authorized under the Wagner-Peyser Act (29 U.S.C. 49 et seq.), as amended by WIOA Title III
 3. The Adult Education and Family Literacy Act (AEFLA) program authorized under Title II of WIOA
 4. The Vocational Rehabilitation (VR) program authorized under Title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), as amended by WIOA Title IV (Division of Vocational Rehabilitation)
 5. The Vocational Rehabilitation (VR) program authorized under Title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), as amended by WIOA Title IV (Division of Blind Services)
 6. The Senior Community Service Employment Program (SCSEP) authorized under Title V of the Older Americans Act of 1965 (42 U.S.C. 3056 et seq.) (Florida Department of Elder Affairs)
 7. Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.) (Perkins V)
 8. Trade Adjustment Assistance activities authorized under chapter 2 of Title II of the Trade Act of 1974 (19 U.S.C. 2271 et seq.)
 9. Jobs for Veterans State Grants programs authorized under chapter 41 of Title 38, U.S.C.
 10. Employment and training activities carried out under the Community Services Block Grant (42 U.S.C. 9901 et seq.)
 11. Employment and training activities carried out by the Department of Housing and Urban Development
 12. Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law) (Reemployment Services and Eligibility Assessment Program) (RESEA)

13. Programs authorized under sec. 212 of the Second Chance Act of 2007 (34 U.S.C. 10631)

14. Temporary Assistance for Needy Families (TANF) authorized under part A of Title IV of the Social Security Act (42 U.S.C. 601 et seq.) (Florida Department of Children and Families)

Section 4. Provision of Services

A. One-Stop Services. The following services will be provided through the local One-Stop delivery system:

1. Business Services:

- a. Make labor exchange activities and labor market information available to local employers.
- b. Develop relationships and networks with large and small employers and their intermediaries.
- c. Develop, convene, or implement industry/sector partnerships.
- d. Provide appropriate recruitment and other business services on behalf of employers, including information and referrals to specialized business services other than those traditionally offered through the One-Stop delivery system.

2. Job Seeker Services:

- a. Provide basic career services, including:
 1. Determinations of whether the individual is eligible to receive assistance;
 2. Outreach, intake, and orientation;
 3. Opportunity for individuals to apply for TANF assistance and non-assistance benefits and services;
 4. Initial assessment of skill levels, including literacy, numeracy, and English language proficiency, as well as aptitudes, abilities (including skills gaps), and supportive services needs;
 5. Labor exchange services, including job search and placement assistance, including career counseling as specified in 20 CFR 99 678.430(a)(4);
 6. Referrals to and coordination of activities with other programs and services, including those within the One-Stop delivery system and, when appropriate, other workforce development programs;
 7. Workforce and labor market employment statistics information, including the provision of accurate information relating to local, regional, and national labor market areas, including:
 - a. Job vacancy listings in labor market areas;

- b. Information on job skills necessary to obtain the vacant jobs listed; and
 - c. Information relating to local occupations in demand and the earnings, skill requirements, and opportunities for advancement for those jobs;
- 8. Performance information and program cost information on eligible providers of education, training, and workforce services by program and type of providers;
- 9. Information about how the local area is performing on local performance accountability measures;
- 10. Information about the availability of supportive services or assistance and appropriate referrals to such, including childcare; child support; medical or child health assistance available through the state's Medicaid program and Children's Health Insurance Program; benefits under SNAP; assistance through the earned income tax credit; and assistance under TANF, and other supportive services and transportation provided through that program;
- 11. Information and meaningful assistance to individuals seeking assistance in filing a claim for unemployment compensation; and
- 12. Assistance in establishing eligibility for programs of financial aid assistance for training and education programs not provided under WIOA.
- b. Provide individualized career services, including:
 - 1. Comprehensive and specialized assessments of the skill levels and service needs of adults and dislocated workers;
 - 2. Development of an individual employment plan;
 - 3. Group and/or individual counseling;
 - 4. Career planning;
 - 5. Short-term pre-vocational services;
 - 6. Internships and work experiences that are linked to careers;
 - 7. Workforce preparation activities;
 - 8. Financial literacy services;
 - 9. Out-of-area job search assistance and relocation assistance;
 - 10. English language acquisition and integrated education and training programs;
 - 11. Follow-up services, as appropriate, including counseling regarding the workplace, for participants in adult or dislocated worker workforce investment activities who are placed in unsubsidized employment, for up to 12 months after the first day of employment; and

12. Employment services and related support being provided by the TANF program that qualify as career services.
- c. Training Services:
1. Occupational skills training, including training for non-traditional employment;
 2. On-the-job training;
 3. Incumbent worker training;
 4. Programs that combine workplace training with related instruction, which may include cooperative education programs;
 5. Training programs operated by the private sector;
 6. Skills upgrading and retraining;
 7. Entrepreneurial training;
 8. Transitional jobs;
 9. Job readiness training;
 10. Adult education and literacy activities; and
 11. Customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training.
- d. Youth Services: Tutoring, study skills training, instruction, and evidence-based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent or for a recognized postsecondary credential;
1. Alternative secondary school services, or dropout recovery services, as appropriate; paid and unpaid work experiences that have academic and occupational education as a component of the work experience;
 2. Occupational skill training;
 3. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;
 4. Leadership development opportunities, including community service and peer-centered activities encouraging responsibility and other positive social and civic behaviors;
 5. Supportive services;
 6. Adult mentoring;
 7. Follow-up services;
 8. Comprehensive guidance and counseling;
 9. Financial literacy education;
 10. Entrepreneurial skills training;

11. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area; and
 12. Activities that help youth prepare for and transition to postsecondary education and training.
3. Access to programs and activities carried out by One-Stop partners listed in 20 CFR §§ 678.400 through 678.410, including the Employment Service program authorized under the Wagner-Peyser Act, as amended by WIOA Title III (Wagner-Peyser Act Employment Service program).
- B. Access to Services. The Parties will make their applicable program services accessible to job seekers, whether they are physically housed within a career center or provided virtually through the One-Stop delivery system by:
1. Exchanging customers' eligibility requirements for their workforce funding streams, identifying their program career-related services, and designating services and activities that may be appropriate for integration into the One-Stop delivery system.
 2. Jointly developing and participating in cross-training of frontline staff to ensure an understanding of the activities, support services, and constraints applicable to joint partner workforce funding streams.
 3. Coordinating outreach and recruitment through links on each other's websites.
- C. Coordinating Services. The Parties will coordinate and deliver program services as appropriate through the One-Stop delivery system by:
1. Identifying opportunities to share resources and reduce duplication of activities to streamline services for customers and improve frontline staff efficiency, such as co-locating at a comprehensive or affiliate One-Stop sites and by establishing direct linkages through technology as provided in 20 CFR 678.305(d).
 2. Collaborating to enhance employer engagement to build a demand-driven system, improve business services, and match participants with work-based learning opportunities.
 3. Promoting continuous improvement through the coordination of staff training to ensure frontline staff are well informed about each other's services.
 4. Participating in the One-Stop delivery system consistent with the terms of this MOU and in compliance with all applicable federal and state laws authorizing the program or activities, as well as any related grant agreements.
- D. Cross Referral. The Parties will implement policies and procedures to encourage appropriate customer referrals by:
1. Reviewing their individual program policies, procedures, and processes to align them to the extent allowed by each program's specific laws and regulations, to better serve customers through cross-referral, sequential, or co-enrollment as may best benefit the customer.

2. Using established methods for follow-up and reporting to each other on the services provided to the customer and the outcomes obtained.
 3. If applicable, additional information on cross-referral policies and procedures is outlined in Attachment Not Applicable.
- E. Information Sharing. The Parties agree that the collection, use, and disclosure of participant records, including, but not limited to, customers' personally identifiable information (PII), is subject to various requirements set forth in federal and state privacy laws. Partner acknowledges that the execution of this MOU, by itself, does not function to satisfy all of these requirements. The Parties agree to comply with the following, as applicable: 29 CFR 38.41, governing the collection and maintenance of equal opportunity data and other information; 20 USC 1232g and 34 CFR Part 99 (the Family Educational Rights and Privacy Act and implementing regulations); 34 CFR 361.38 (Vocational Rehabilitation and Blind Services confidentiality regulations); and 20 CFR Part 603 (regulations governing confidentiality and disclosure of state unemployment compensation information).
- F. Each Party will train its staff in the protection, use, and disclosure requirements governing PII and any other confidential data for all applicable programs.
- G. Accessibility. The Parties will ensure access for workers, youth, and individuals with barriers to employment, including the use of technological tools in each of the one-stop centers and affiliate locations. The Parties will offer priority for services to recipients of public assistance, other low-income individuals, or individuals who are skills deficient for individualized career services and training services funded with WIOA adult funds. Job seekers and businesses must be able to access all information relevant to them via visits to One-Stop centers as well as through electronic means and direct linkages to workforce partner programs. The Parties will provide reasonable accommodations for individuals with disabilities in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Assistive technology, accessible formats, and language translation services will be made available and used as needed. The local workforce development board will either co-locate WIOA youth program staff at One-Stop centers and/or ensure One-Stop centers and staff are trained to serve youth and equipped to advise youth to increase youth access to services and connect youth to the program that best aligns with their needs.

Section 5. Funding of Infrastructure and Operating Costs

Infrastructure cost for the One-Stop Centers will be funded in accordance with **Exhibit A: Infrastructure Funding Agreement**, incorporated herein by reference. As required by 20 CFR 678.755, as applicable, the Parties agree that the infrastructure and shared services budget will be periodically reconciled against actual costs incurred and adjusted accordingly to ensure that it reflects a cost allocation methodology that demonstrates how

infrastructure costs are charged to each partner in proportion to its use of the One-Stop center and relative benefit received, and that complies with 2 CFR part 200.

Broward County, Florida, as a non-co-located OS Partner and CSBD have elected technological connectivity in accordance with the "One-Stop Operations Guidance for the American Job Center Network" U.S. Department of Labor, Employment & Training Administration, Office of Workforce Investment on 1/18/17, the OS Partners "uses technology to achieve integration and expanded service offerings" and by "making available a direct linkage through technology to a program staff member who can provide meaningful information or services" pursuant to Training and Employment Guidance Letter (TEGL) 16 -16, 20 CFR 678.305(d), 34 CFR 361.305(d), and 34 CFR 463.305(d).

Section 6. Term

This MOU is effective upon the date of the last required signature, or July 1, 2026, whichever is later, through June 30, 2029, unless the MOU is terminated by either Party in accordance with the terms set forth herein.

Section 7. Modification and Renewal

- A. This MOU will be reviewed and renewed by the Parties, not less than once every 3 years, to ensure appropriate funding and delivery of services.
- B. The MOU must be updated not less than every 3 years to reflect any changes in the signatory official of CSBD One-Stop partners, and chief elected officials, or One-Stop infrastructure funding.
- C. This MOU may be amended or modified by mutual consent of the Parties, by the issuance of a written amendment executed by the Parties.
- D. The Parties may choose to include, via addendum to this MOU, other provisions that are consistent with WIOA Title I, the authorizing statutes and regulations of One-Stop partner programs, and the WIOA regulations.

Section 8. Termination

- A. Either Party may terminate this MOU for convenience by giving 30 days' written notice pursuant to Section 9 (Notice).
- B. In the event of termination, the Parties will convene within 60 days to renegotiate a mutually acceptable replacement MOU, if required by law to do so.

Section 9. Notice

- A. All notices required to be given to CSBD under this MOU shall be sufficient when emailed, hand-delivered, or mailed to CSBD at its office located at 2890 W. Cypress Creek Rd, Fort Lauderdale, FL 33309, addressed to the President/CEO or via email to Chylton@careersourcebroward.com.

- B. All notices required to be given to Partner under this MOU shall be sufficient when emailed, hand-delivered, or mailed to Partner at its office located at 900 NW 31st Avenue, Suite 3000, Fort Lauderdale, Florida 33311, addressed to the Director of the Broward County Family Success Administration Division (FSAD). Partner's email address is ecrenshaw@broward.org with copy to bsantiagorivera@broward.org.

Section 10. Nondiscrimination

The Parties agree to comply with the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); on the basis of disability under Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); on the basis of sex under Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); or on the basis of race, color, or national origin under Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.). The Parties agree that no individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with, any program or activity relating to the operation of the One-Stop delivery system because of race, color, religion, sex (except as otherwise permitted under Title IX of the Education Amendments of 1972), national origin, age, disability, or political affiliation or belief.

Section 11. Confidentiality

The Parties agree to abide by all applicable federal, state, and local laws and regulations regarding confidential information, including, but not limited to: 20 CFR part 603, 45 CFR 205.50, 20 USC 1232g, and 34 CFR part 99, and 34 CFR 361.38. Each Party will ensure that the collection and use of any information, systems, or records that contain personally identifiable information ("PII") and other confidential/exempt information will be limited to purposes that support the programs and activities described in this MOU and will comply with applicable law. Each Party will ensure that access to software systems and files under its control that contain PII or other personal or confidential information will be limited to authorized staff members who are assigned responsibilities in support of the services and activities described herein and will comply with applicable law. Each Party expressly agrees to take measures to ensure that no PII or other personal or confidential information is accessible by unauthorized individuals.

To the extent that confidential information needs to be shared between the Parties for the Parties' performance of their obligations under this MOU, and to the extent that such sharing is permitted by applicable law, any required data sharing agreements will be created, and required confidentiality and ethical certifications will be signed by authorized individuals.

Section 12. Dispute Resolution

If an issue arises involving this MOU, the Parties will make every effort to reach a resolution in a timely and efficient manner. Any Party may request a face-to-face meeting of the local partners to identify and discuss the issue. If resolved and no further action is deemed necessary by the partners, the issue and the resolution will be documented in writing. If not resolved, the issue and the efforts to resolve it will be documented and forwarded to the Executive Director of the local workforce development board and the Director of FSAD on behalf of the partner agency. A joint decision will be issued within 60 calendar days of receipt. A partner dissatisfied with the decision may file the dispute with the Florida Department of Commerce ("FloridaCommerce") and the Florida Department of Education ("DOE") for resolution. FloridaCommerce and DOE may remand the issue to the Executive Director of the local area and the Director of the partner agency or impose other remedies to resolve the issue.

Section 13. Independent Contractor

The Parties are each independent contractors under this MOU. In performing under this MOU, neither Party nor its agents will act as officers, employees, or agents of any other Party. Neither Party will have the right to bind the other Party to any obligation not expressly undertaken by that Party under this MOU.

Section 14. Sovereign Immunity

Except to the extent sovereign immunity may be deemed waived by entering into this MOU, nothing herein is intended to serve as a waiver of sovereign immunity by either Party, nor will anything included herein be construed as consent by either Party to be sued by third parties in any matter arising out of this MOU.

Section 15. Insurance

The Parties are public entities subject to 768.28, Florida Statutes, and each Party will furnish the other, upon request, with written verification of liability protection in accordance with state law.

Each Party will maintain such insurance as is appropriate to its own organization. Each Party will conduct itself in accordance with the tenets (principles) of good faith in the execution of its responsibilities

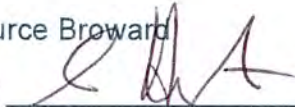
Section 16. Signatures

IN WITNESS WHEREOF, Partner and CSBD have caused this MOU to be duly executed as of the date set forth below.

The MOU must contain the signatures of the Chief Local Elected Official. The MOU must be updated at least once every three years and included in the local board's WIOA Workforce Services plan.

Approved by:

CareerSource Broward

Signature: 

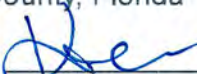
Name: CAROL HYTON

Title: PRESIDENT/CEO

Date: 7/8/26

Approved by Partner:

Broward County, Florida

Signature: 

Name: Kevin Kelleher

Title: Deputy County Administrator

Date: 7/1/26

Reviewed and approved as to form:
Andrew J. Meyers, County Attorney

Karen S.

Digitally signed by Karen S.

Gordon

Date: 2026.06.30 18:23:56

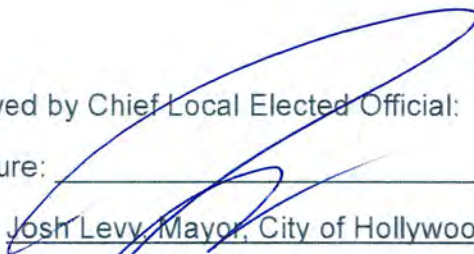
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By: **Gordon**

Karen S. Gordon

Senior Assistant County Attorney

Approved by Chief Local Elected Official:

Signature: 

Name: Josh Levy, Mayor, City of Hollywood

Title: Chair, CSBD Council of Elected Officials

Date: 7-13-26



Exhibit A

Infrastructure Funding Agreement (IFA)

The purpose of this Infrastructure Funding Agreement is to delineate each Party's responsibilities for sharing infrastructure and operating costs for the South One-Stop Center in Broward County, Florida.

Broward County ("Partner") and CareerSource Broward ("CSBD") recognize that infrastructure costs, in accordance with 20 CFR 678.500(b), 34 CFR 361.500(b), and 34 CFR 463.500(b) apply to all required partners, regardless of whether they are physically located in CSBD's career centers. Pursuant to United States Department of Labor Training and Employment Guidance Letter 17-16 (USDOL TEGL 17-16), each partner's contributions to the infrastructure costs may vary, as these contributions are based on the proportionate use and relative benefit received, consistent with the partner programs' authorizing laws and regulations and the Uniform Guidance.

Infrastructure costs are defined as non-personnel costs necessary for the general operation of the South One-Stop Center. Non-personnel costs are defined by USDOL TEGL 17-16 and include, but are not limited to:

- Rental of the facilities;
- Utilities and maintenance;
- Equipment, including assessment-related products and assistive technology for individuals with disabilities; and,
- Technology to facilitate access to the South One Stop Center, including technology used for the center's planning and outreach activities.

Partner has chosen to utilize technology to achieve integration and expanded service offerings by making available a direct linkage through technology to facilitate access to the South One-Stop Center, including technology used for the center's planning and outreach activities (WIOA sec. 121(h)(4), 20 CFR 678.700(a), 34 CFR 361.700(a), and 34 CFR 463.700(a)).

Partner will provide all art, logos, and content to CSBD for publication within the time provided by CSBD. Except as specifically authorized in the MOU (including the IFA), CSBD must not use Broward County, Florida's name, logo, or otherwise refer to this MOU in any marketing or publicity materials without the prior written consent of Partner, through its Family Success Administration Division Director in conjunction with its Office of Public Communications.

Upon the receipt of proper invoice(s) at least thirty (30) days prior to the payment due date, as applicable, or by the due dates below, Partner will pay CSBD the

Exhibit A
Infrastructure Funding Agreement (IFA)
(Continued - Page 2 of 3)

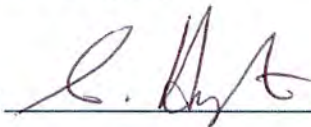
total of Six Hundred Forty-six and 47/100 Dollars (\$646.47) in three (3) separate payments of Two Hundred Fifteen and 49/100 Dollars (\$215.49) for the following periods:

- (1) July 1, 2026, through June 30, 2027, payable by October 31, 2026.
- (2) July 1, 2027, through June 30, 2028, payable by October 31, 2027.
- (3) July 1, 2028, through June 30, 2029, payable by October 31, 2028.

Signatures

Approved by:

CareerSource Broward

Signature: 
Name: CAROL HYLTON
Title: PRESIDENT/CEO
Date: 7/8/26

Approved by Partner:

Broward County, Florida

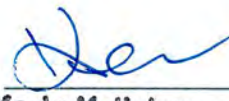
Signature: 
Name: Kevin Kelleher
Title: Deputy County Administrator
Date: 7/1/26



Exhibit A
Infrastructure Funding Agreement (IFA)
(Continued - Page 3 of 3)

Approved by Chief Local Elected Official:

Signature: _____

Name: Josh Levy, Mayor, City of Hollywood

Title: Chair, CSBD Council of Elected Officials

Date: 7-13-26

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Exhibit B
Service Matrix of One-Stop Partners in Broward County

One Stop Partner	Governance	Services Provided
The School Board of Broward County, Florida	WIOA Title II Adult Education and Family Literacy Act DOE	The program is designed to help adults get the basic skills they need, including reading, writing, math, and English language proficiency, to be productive workers. Adult Education and literacy activities include adult education, literacy, workplace adult education, family literacy activities, English language acquisition, workforce preparation, and integrated education and training.
The District Board of Trustees of Broward College, Florida The School Board of Broward County, Florida	Carl D. Perkins Career and Technical Education Act DOE	Provide career-technical education programs and integrate academic and career-technical instruction at both the secondary and post-secondary levels. The program emphasizes high-skill, high-wage, high-demand occupations to enable students to secure employment upon completion of their training.
Division of Vocational Rehabilitation	Rehabilitation Act of 1973 DOE	Federal-state program that helps people who have physical or mental disabilities get or keep a job. Main purpose of the program is to help people with disabilities find and maintain employment or enhance their independence. Services include employment programs, Ticket to Work, Deaf, Hard

One Stop Partner	Governance	Services Provided
		of Hearing and Deaf/Blind Services, transition youth, and independent living programs.
AARP Foundation	Older Americans Act Title V DOL	Senior Community Employment Service Program is a community service and work-based job training program for older Americans. The program provides training for low-income, unemployed seniors.
Broward County Family Success Administration Division	Community Services Block Grant HHS	The program is designed to help low-income individuals and families achieve economic stability by providing services to: secure and retain meaningful employment; access training or certification; improve the management of available income; obtain childcare assistance; and obtain housing-related emergency assistance, including rental and utility payment assistance.
CareerSource Broward	Adult, Dislocated, Youth Formula Funds WIOA Title 1 DOL	Program helps job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy.
CareerSource Broward	Jobs for Veterans DOL	Employment and training services are provided to veterans of the U.S. Armed Forces. Priority of service requirement for covered persons (i.e., veterans and

One Stop Partner	Governance	Services Provided
		eligible spouses, including widows and widowers) in qualified job training programs.
State of Florida	Wagner Peyser, WIOA Title II DOL	Services provided through this national employment program include job search assistance, employer recruiting assistance, and matching services for job seekers and employers.
CareerSource Broward	TANF HHS	Programs help low-income families with children achieve economic self-sufficiency by providing monthly cash assistance payments.
State of Florida	Unemployment Compensation DOL	Provides temporary financial assistance to unemployed workers who meet the requirements.

Rev. April 2026

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Status: ORIGINAL

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

2026-07-28	Regular School Board Meeting
CATEGORY:	AA. Academics
DEPARTMENT:	Academics

Agenda Item Number:	AA-2.
Consent or Open Item:	Open
Special Order:	NO
Time for Special Order:	

TITLE:	CareerSource Broward Memorandum of Understanding (MOU)
REQUESTED ACTION:	Approve the Memorandum of Understanding (MOU) between The School Board of Broward County, Florida (SBBC), and CareerSource Broward. District-wide

RATIONALE:

For the Requested Actions, Background/History, Alignment to the 2027 Goals and Guardrails, Measurable Outcome(s)/Return on Investment, and Financial Impact, please see the Executive Summary.

The Memorandum of Understanding will be executed after School Board approval.

EXHIBITS:

Executive Summary
Memorandum of Understanding

FINANCIAL IMPACT:

There is a financial impact of \$646.47 to the District.

STRATEGIC PLAN ALIGNMENT:**Student Focus Outcomes**

Goal 4: College & Career Readiness

OR Business Operations

BOARD ACTION:

(For Official School Board Records Only)

APPROVED

SOURCE OF ADDITIONAL INFORMATION

Name: Dr. Angela R. Fulton	Phone: 754-321-2100
Name:	Phone:

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Senior Leader & Title

Dr. Fabian Cone, Chief Academic Officer

Signature

Dr. Fabian Cone, Chief Academic Officer Jun 15, 2026

Electronic Signature

Form \$4189 Revised 7/24

HH/JJS

Approved in

Open Board

Meeting On:

July 28, 2026

By:

School Board Chair

Memorandum of Understanding for Workforce Development Partners

By and between CareerSource Broward
And
The School Board of Broward County, Florida

Section 1. Parties

This Memorandum of Understanding ("MOU") is entered into between CareerSource Broward, ("CSBD"); and The School Board of Broward County, Florida ("Partner"). CSBD and Partner are collectively referred to herein as the "Parties" and individually as a "Party."

Section 2. Purpose

The Workforce Innovation and Opportunity Act of 2014 ("WIOA") Sec. 121(c)(1) requires the local workforce development board, with the agreement of the Chief Local Elected Officials (CLEOs), to develop and enter into a MOU between the local workforce development board and the One-Stop Partners concerning the operation of the one-stop delivery system in a local area.

The purpose of this MOU is to describe the cooperative workforce training and employment efforts of CSBD and Partner and the actions to be taken by each to establish and maintain an effective and successful one-stop delivery system. The infrastructure funding agreement establishes a financial plan, including terms and conditions, to fund the services and operating costs of the one-stop delivery system.

This MOU establishes how resources will be coordinated, prevents duplication of services and ensures the effective and efficient delivery of workforce services in the counties represented by CSBD. In addition, this MOU establishes joint processes and procedures that will enable Partner to integrate with the current one-stop delivery system, resulting in a seamless and comprehensive array of education, human service, job training, and other workforce development services.

The Parties agree to coordinate and perform the activities and services described herein within the scope of legislative requirements governing the Parties' respective programs, services, and agencies.

Section 3. Partners in the One-Stop Delivery System

Pursuant to 20 CFR 678.400, required one-stop partners are the entities responsible for administering the following programs and activities in the local area:

1. Programs authorized under title I of WIOA, including:
 - a. Adults
 - b. Dislocated workers
 - c. Youth
 - d. Job Corps
 - e. YouthBuild
 - f. Native American programs
 - g. Migrant and seasonal farmworker programs

2. The Wagner-Peyser Act Employment Service program authorized under the Wagner-Peyser Act (29 U.S.C. 49 et seq.), as amended by WIOA title III;
3. The Adult Education and Family Literacy Act (AEFLA) program authorized under title II of WIOA
4. The Vocational Rehabilitation (VR) program authorized under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), as amended by WIOA title IV (Division of Vocational Rehabilitation)
5. The Vocational Rehabilitation (VR) program authorized under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), as amended by WIOA title IV, including VR services provided by the Division of Blind Services
6. The Senior Community Service Employment Program (SCSEP) authorized under title V of the Older Americans Act of 1965 (42 U.S.C. 3056 et seq.) (Florida Department of Elder Affairs)
7. Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.) (Perkins V)
8. Trade Adjustment Assistance activities authorized under chapter 2 of title II of the Trade Act of 1974 (19 U.S.C. 2271 et seq.)
9. Jobs for Veterans State Grants programs authorized under chapter 41 of title 38, U.S.C.;
10. Employment and training activities carried out under the Community Services Block Grant (42 U.S.C. 9901 et seq.)
11. Employment and training activities carried out by the Department of Housing and Urban Development
12. Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law) (Reemployment Services and Eligibility Assessment Program) (RESEA)
13. Programs authorized under sec. 212 of the Second Chance Act of 2007 ([42 U.S.C. 17532](#))
14. Temporary Assistance for Needy Families (TANF) authorized under part A of title IV of the Social Security Act (42 U.S.C. 601 et seq.) (Florida Department of Children and Families)

Additional partners in the local one-stop delivery system:

Section 4. Provision of Services

- A. Access to Services. The Parties will make their program services accessible to job seekers, whether they are physically housed within a career center or provided virtually through the one-stop delivery system by:
 1. Exchanging participants' eligibility requirements for their workforce funding streams, identifying their program career services and designating services and activities that may be appropriate for integration into the one-stop delivery system.
 2. Jointly developing and participating in cross-training of frontline staff to assure an understanding of the activities, support services, and constraints applicable to joint partner workforce funding streams.
 3. Coordinating outreach and recruitment through links on each other's websites.
- B. Coordinating Services. The Parties shall coordinate and deliver program services (including workforce services) as appropriate through the one-stop delivery system by:

1. Seeking opportunities to share resources and reduce duplication of activities to streamline services for customers and improve frontline staff efficiency such as by co-locating in a comprehensive or affiliate one-stop location site.
 2. Working together on enhancing employer engagement to build a demand-driven system, improve business services, and match participants with work-based learning opportunities.
 3. Promoting continuous improvement through the coordination of staff training to provide frontline staff with information and knowledge regarding each other's services.
 4. Participating in the one-stop delivery system consistent with the terms of this MOU and the requirements of federal and state laws authorizing the program or activities and any related grant agreements.
- C. Cross Referral. The Parties will implement policies and procedures that encourage the referral of customers to each other as appropriate by:
1. Reviewing their individual program policies, procedures, and processes to align them to the extent allowed by each program's specific laws and regulations, to better serve customers through cross referral, sequential, or co-enrollment as may best benefit the customer.
 2. Using established methods for follow-up and reporting to each other on the services provided to the customer and the outcomes obtained.
- D. Information Sharing. The Parties agree that the collection, use, and disclosure of customers' personally identifiable information (PII) is subject to various requirements set forth in federal and state privacy laws. Partner acknowledges that the execution of this MOU, by itself, does not function to satisfy all of these requirements.
- E. All One-Stop center and Required Partner staff will be trained in the protection, use, and disclosure requirements governing PII and any other confidential data for all applicable programs.
- F. Accessibility. The Parties will ensure access for individuals with barriers to employment, including consideration of technological tools for individuals with disabilities, in each of the one-stop centers and affiliate locations. The Parties will offer priority for services to recipients of public assistance, other low-income individuals, or individuals who are skills deficient for individualized career services and training services funded with WIOA adult funds.

Section 5. Funding of Infrastructure and Operating Costs

Costs of the infrastructure of the One-Stop career centers will be funded in accordance with **Exhibit A– Infrastructure Funding Agreement**, incorporated herein by reference. As required by 20 CFR 678.755, the Parties agree that the infrastructure and shared services budget will be periodically reconciled against actual costs incurred and adjusted accordingly to ensure that it reflects a cost allocation methodology that demonstrates how infrastructure costs are charged to each partner in proportion to its use of the one-stop center and relative benefit received, and that complies with [2 CFR part 200](#).

Section 6. Term

This MOU is effective July 1, 2026, or the date executed by both parties, whichever is later, through June 30, 2029, unless the MOU is terminated by either Party in accordance with the terms set forth herein.

Section 7. Modification and Renewal

- A. This MOU will be reviewed, and if substantial changes have occurred, renewed, not less than once every three (3) year period to ensure appropriate funding and delivery of services.
- B. The MOU must be updated not less than every (three) 3 years to reflect any changes in the signatory official of CSBD, one-stop partners, and chief elected officials, or one-stop infrastructure funding.
- C. This MOU may be amended or modified by mutual consent of the Parties, by the issuance of a written amendment executed by the Parties.
- D. The Parties may choose to include, via addendum to this MOU, other provisions that are consistent with WIOA title I, the authorizing statutes and regulations of one-stop partner programs, and the WIOA regulations.

Section 8. Termination

- A. Either Party may terminate this MOU for convenience by giving thirty (30) calendar days' written notice pursuant to Section 8 (Notice).
- B. In the event of termination, the Parties will convene within sixty (60) calendar days of termination to renegotiate a mutually acceptable replacement MOU, if required by law to do so.

Section 9. Notice

- A. All notices required to be given to CSBD under this MOU shall be sufficient when hand delivered or mailed to CSBD at its office located at 2890 W. Cypress Creek Rd, Ft. Lauderdale, FL 33309, addressed to the President/CEO.
- B. All notices required to be given to Partner under this MOU shall be sufficient when hand delivered or mailed to Partner's Superintendent of Schools, at his/her office located at 600 S.E. Third Avenue – 10th Floor, Fort Lauderdale, FL 33301.

Section 10. Nondiscrimination

The Parties agree to comply with the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); on the basis of disability under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); on the basis of sex under title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); or on the basis of race, color, or national origin under title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.). The Parties agree that no individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with, any program or activity relating to the operation of the one-stop delivery system because of race, color, religion, sex (except as otherwise permitted under title IX of the Education Amendments of 1972), national origin, age, disability, or political affiliation or belief.

Section 11. Confidentiality

The Parties agree to abide by all applicable federal, state, and local laws and regulations regarding confidential information, including, but not limited to: 20 CFR part 603, 45 CFR section 205.50, 20 USC 1232g and 34 CFR part 99, and 34 CFR 361.38. Each Party will ensure that the collection and use of any information, systems, or records that contain personally identifiable information ("PII") and other confidential/exempt information will be limited to purposes that support the programs and activities described in this MOU and will comply with applicable law. Each Party will ensure that access to software systems and files under its control that contain PII

or other personal or confidential information will be limited to authorized staff members who are assigned responsibilities in support of the services and activities described herein and will comply with applicable law. Each Party expressly agrees to take measures to ensure that no PII or other personal or confidential information is accessible by unauthorized individuals.

To the extent that confidential information needs to be shared amongst the Parties for the Parties' performance of their obligations under this MOU, and to the extent that such sharing is permitted by applicable law, any required data sharing agreements will be created and required confidentiality and ethical certifications will be signed by authorized individuals.

Section 12. Signatures

IN WITNESS WHEREOF, Partner and CareerSource Broward have caused this MOU to be duly executed as of the date set forth below.

The MOU must contain the signatures of the Chief Local Elected Official(s). Any changes in the signatory official of the board, one-stop partners, and Chief Local Elected Officials, must be reflected in the current MOU. The MOU must be updated at least once every three (3) years and included in the local board's WIOA Workforce Services' plan.

Approved by:

CareerSource Broward

Name: Carol Hylton

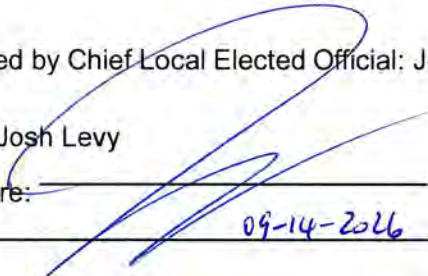
Signature: *Carol Hylton*

Name: _____ Title: President/CEO Date: 08/26/2025 Approved by

Partner:

Approved by Chief Local Elected Official: Josh Levy/Mayor of the City of Hollywood

Name: Josh Levy

Signature:  Title: Mayor

Date: 09-14-2026

FOR SBBC:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

By: _____

Sarah Leonardi, Chair

Date: _____

7-28-2026

ATTEST: _____

Dr. Howard Hepburn
Superintendent of Schools

Approved as to Form and Legal Content:

Office of the General Counsel

[THIS SPACE IS INTENTIONALLY LEFT BLANK; SIGNATURE PAGE FOLLOWS]

Exhibit A
Infrastructure Funding Agreement (IFA)

The purpose of this Infrastructure Funding Agreement Is to delineate each Party's responsibilities for the sharing of infrastructure costs and operating costs for the applicable One Stop Center.

The School Board of Broward County, Florida ("Partner") and CAREERSOURCE BROWARD ("CSBD") recognize that infrastructure costs, in accordance with 20 CFR 678.500(b), 34 CFR 361.500(b), and 34 CFR 463.500(b) are applicable to all required partners, regardless of whether they are physically located in CAREERSOURCE BROWARD'S Career Center. Pursuant to United States Department of Labor Training and Employment Guidance Letter 17-16 (USDOL TEGL 17-16), each partner's contributions to the infrastructure costs, may vary, as these contributions are based on the proportionate use and relative benefit received, consistent with the partner programs' authorizing laws and regulations and the Uniform Guidance.

Infrastructure costs are defined as non-personnel costs that are necessary for the general operation of the south One-Stop Center in Broward County, Florida. Non-personnel costs are defined by USDOL TEGL 17-16 and includes, but are not limited to:

- Rental of the facilities;
- Utilities and maintenance;
- Equipment, including assessment-related products and assistive technology for individuals with disabilities; and,
- Technology to facilitate access to the American Job Center, including technology used for the center's planning and outreach activities.

The School Board of Broward County, Florida has chosen to utilize technology to facilitate access to the one-stop center, including technology used for the Center's planning and outreach activities (WIOA sec. 121(h)(4), 20 CFR 678.700(a), 34 CFR 361.700(a), and 34 CFR 463.700(a)).

The School Board of Broward County, Florida will provide all art, logos, and content to submit to CAREERSOURCE BROWARD for publication within the time provided by CAREERSOURCE BROWARD.

Upon the receipt of proper invoice(s) at least thirty (30) calendar days prior to the payment due date as applicable or by the due dates below, The School Board of Broward County, Florida will pay CAREERSOURCE BROWARD the total of Six Hundred Forty-six and 47/100 Dollars (\$646.47) in three (3) separate payments of Two Hundred Fifteen and 49/100 Dollars (\$215.49) for the following periods:

- (1) July 1, 2026, through June 30, 2027, payable by October 31, 2026.

**Exhibit A
Infrastructure Funding Agreement**

(Continued - Page 2 of 2)

(2) July 1, 2027 through June 30, 2028, payable by October 31, 2027.

(3) July 1, 2028 through June 30, 2029, payable by October 31, 2028.

The School Board of Broward County, Florida will pay for the costs associated with its participation in the one-stop center. as described above, subject to Section 8 (TERMINATION).

(The remainder of this page is intentionally left blank.)

Exhibit B
SBBC ADDENDUM

Section 1 **No Disclosure of SBBC Education Records.**

SBBC shall not disclose any education records to CSBD pursuant to this Agreement. However, should CSBD come into contact with education records during the course of contracted responsibilities, these records are confidential and protected by the Family Educational Rights and Privacy Act (FERPA) and state laws and may not be used or re-disclosed. CSBD's use or re-disclosure may violate applicable federal and state laws.

Section 2 **CSBD Safeguarding the Confidentiality of Education Records.**

(a) **Privacy.** Notwithstanding any provision to the contrary within this Agreement, CSBD shall:

- 1) fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of student information and records;
- 2) hold any education records in strict confidence and not use or redisclose same except as required by this Agreement or as required or permitted by law unless the parent of each student or a student age 18 years or older whose education records are to be shared provides prior written consent for their release; and
- 3) notify the SBBC Privacy Officer immediately upon discovery of a hard copy breach of confidentiality of education records by telephone at 754-321-1900, and email at privacy@browardschools.com; and take all necessary notification steps as may be required by federal and Florida law.

(b) **IT Security.** Notwithstanding any provision to the contrary within this Agreement, CSBD shall:

- 1) ensure that, at all times, all of its employees who have access to any education records during the term of their employment shall abide strictly by its obligations under this Agreement, and that access to education records is limited only to its employees that require the information to carry out the responsibilities under this Agreement and shall provide said list of employees to SBBC upon request;

Exhibit B
SBBC ADDENDUM

2) safeguard each education record through administrative, physical and technological standards to ensure that adequate controls are in place to protect the education records and information in accordance with FERPA's privacy requirements;

3) notify the SBBC Director of Information Security and Assurance immediately upon discovery of an electronic breach of confidentiality of education records by telephone at 754-321-0300, and email at privacy@browardschools.com; and take all necessary notification steps as may be required by federal and Florida law, including, but not limited to, those required by Section 501.171, Florida Statutes;

4) prepare and distribute, at its own cost, any and all required breach notifications, under federal and Florida Law, or reimburse SBBC any direct costs incurred by SBBC for doing so, including, but not limited to, those required by Section 501.171, Florida Statutes; and

5) be responsible for any fines or penalties for failure to meet breach notice requirements pursuant to federal and/or Florida law.

(c) The obligations under this section shall survive the termination of all performance required or conclusion of all obligations existing under this Agreement.

No Waiver of Sovereign Immunity. Nothing herein is intended to serve as a waiver of sovereign immunity by any agency or political subdivision to which sovereign immunity may be applicable or of any rights or limits to liability existing under Section 768.28, Florida Statutes. This section survives the termination of all performance or obligations under this Agreement and is fully binding until such time as any proceeding brought on account of this Agreement is barred by any applicable statute of limitations.

Governing Law and Venue. This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any disputes, controversies, or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted exclusively to the jurisdiction of the State courts of the Seventeenth Judicial Circuit of Broward County, Florida or to the jurisdiction of the United States District Court for the Southern District of Florida. Each party agrees and admits that the state courts of the Seventeenth Judicial Circuit of Broward County, Florida or the United States District Court for the Southern District of Florida has jurisdiction over it for any dispute arising under this Agreement.

SIGNATURE CERTIFICATE



REFERENCE NUMBER

C6F755AC-5FCF-49DC-9342-4E27F44BD9C1

TRANSACTION DETAILS

Reference Number

C6F755AC-5FCF-49DC-9342-4E27F44BD9C1

Transaction Type

Signature Request

Sent At

08/26/2026 02:13:44 PM EDT

Executed At

08/26/2026 02:37:34 PM EDT

Identity Method

email

Distribution Method

email

Signed Checksum

e8e5973c114437ec9ee462865d82da28e7bc247c8bb510dba0ae12ec7af0bf01

Signer Sequencing

Disabled

Document Passcode

Disabled

eIDAS Authentication

Disabled

DOCUMENT DETAILS

Document Name

PE-with signature pages-SBBC 2026-2029 MOU

Filename

PE-with_signature_pages-SBBC_2026-2029_MOU.pdf

Pages

12 pages

Content Type

application/pdf

File Size

836 KB

Original Checksum

64da6b0de7daa5d1e53178175920c98d543881096d1ec3eff35d6280bc2953c2

SIGNERS

SIGNER

Name

Carol Hylton

Email

chylton@careersourcebroward.com

Components

2

E-SIGNATURE

Status

signed

Multi-factor Digital Fingerprint Checksum

4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945

IP Address

67.23.70.69

Device

Chrome via Windows

Typed Signature

Carol Hylton

Signature Reference ID

710D9A72

EVENTS

Viewed At

08/26/2026 02:37:13 PM EDT

Identity Authenticated At

08/26/2026 02:37:34 PM EDT

Signed At

08/26/2026 02:37:34 PM EDT

AUDITS

TIMESTAMP

08/26/2026 02:13:44 PM EDT

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08/26/2026 02:37:34 PM EDT

AUDIT

Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document 'PE-with_signature_pages-SBBC_2026-2029_MOU.pdf' on Chrome via Windows from 67.23.70.69.

Carol Hylton (chylton@careersourcebroward.com) was emailed a link to sign.

Carol Hylton (chylton@careersourcebroward.com) viewed the document on Chrome via Windows from 67.23.70.69.

Carol Hylton (chylton@careersourcebroward.com) authenticated via email on Chrome via Windows from 67.23.70.69.

Carol Hylton (chylton@careersourcebroward.com) signed the document on Chrome via Windows from 67.23.70.69.

Memorandum of Understanding for Workforce Development Partners

By and between CareerSource Broward
And
The District Board of Trustees of Broward College, Florida

Section 1. Parties

This Memorandum of Understanding ("MOU") is entered into between CareerSource Broward, ("CSBD"); and the District Board of Trustees of Broward College, Florida ("Partner"). CSBD and Partner are collectively referred to as the "Parties" and individually as a "Party."

Section 2. Purpose

The Workforce Innovation and Opportunity Act of 2014 ("WIOA") Sec. 121(c)(1) requires the local workforce development board, with the agreement of the Chief Local Elected Officials (CLEOs), to develop and enter into a MOU between the local workforce development board and the One-Stop Partners concerning the operation of the one-stop delivery system in a local area.

The purpose of this MOU is to describe the cooperative workforce training and employment efforts of CSBD and Partner and the actions to be taken by each to establish and maintain an effective and successful one-stop delivery system. The infrastructure funding agreement establishes a financial plan, including terms and conditions, to fund the services and operating costs of the one-stop delivery system.

This MOU establishes how resources will be coordinated, prevents duplication of services and ensures the effective and efficient delivery of workforce services in the county(ies) represented by CSBD.

The Parties agree to coordinate and perform the activities and services described herein within the scope of legislative requirements governing the parties' respective programs, services, and agencies.

Section 3. Partners in the One-Stop Delivery System

Pursuant to [20 CFR 678.400](#), required one-stop partners are the entities responsible for administering the following programs and activities in the local area:

1. Programs authorized under title I of WIOA, including:
 - a. Adults
 - b. Dislocated workers
 - c. Youth
 - d. Job Corps
 - e. YouthBuild
 - f. Native American programs
 - g. Migrant and seasonal farmworker programs
2. The Wagner-Peyser Act Employment Service program authorized under the Wagner-Peyser Act ([29 U.S.C. 49](#) et seq.), as amended by WIOA title III;

3. The Adult Education and Family Literacy Act (AEFLA) program authorized under title II of WIOA
4. The Vocational Rehabilitation (VR) program authorized under title I of the Rehabilitation Act of 1973 ([29 U.S.C. 720](#) et seq.), as amended by WIOA title IV,
5. The Vocational Rehabilitation (VR) program authorized under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), as amended by WIOA title IV (Division of Blind Services)
6. The Senior Community Service Employment Program (SCSEP) authorized under title V of the Older Americans Act of 1965 ([42 U.S.C. 3056](#) et seq.) (Florida Department of Elder Affairs)
7. Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006 ([20 U.S.C. 2301](#) et seq.) (Perkins V)
8. Trade Adjustment Assistance activities authorized under chapter 2 of title II of the Trade Act of 1974 ([19 U.S.C. 2271](#) et seq.)
9. Jobs for Veterans State Grants programs authorized under [chapter 41 of title 38, U.S.C.](#);
10. Employment and training activities carried out under the Community Services Block Grant ([42 U.S.C. 9901](#) et seq.)
11. Employment and training activities carried out by the Department of Housing and Urban Development
12. Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law) (Reemployment Services and Eligibility Assessment Program) (RESEA)
13. Programs authorized under sec. 212 of the Second Chance Act of 2007 ([34 U.S.C. 10631](#))
14. Temporary Assistance for Needy Families (TANF) authorized under part A of title IV of the Social Security Act ([42 U.S.C. 601](#) et seq.) (Florida Department of Children and Families)

Section 4. Provision of Services

A. One-Stop Services. The following services will be provided through the local one-stop delivery system:

1. Business Services:
 - a. Make labor exchange activities and labor market information available to local employers.
 - b. Develop relationships and networks with large and small employers and their intermediaries.
 - c. Develop, convene, or implement industry/sector partnerships.
 - d. Provide appropriate recruitment and other business services on behalf of employers, including information and referrals to specialized business services other than those traditionally offered through the one-stop delivery system.
 - e. [Add other services provided as set forth in 20 CFR 678.435(b) and (c) and as reflected in the local plan per subsection (d).]
2. Job Seeker Services:
 - a. Provide basic career services, including:
 1. Determinations of whether the individual is eligible to receive assistance;
 2. Outreach, intake, and orientation;

3. Opportunity for individuals to apply for TANF assistance and non assistance benefits and services;
 4. Initial assessment of skill levels including literacy, numeracy, and English language proficiency, as well as aptitudes, abilities (including skills gaps), and supportive services needs;
 5. Labor exchange services, including job search and placement assistance, including career counseling as specified in 20 CFR 678.430(a)(4);
 6. Referrals to and coordination of activities with other programs and services, including those within the one-stop delivery system and, when appropriate, other workforce development programs;
 7. Workforce and labor market employment statistics information, including the provision of accurate information relating to local, regional, and national labor market areas, including:
 - a. Job vacancy listings in labor market areas;
 - b. Information on job skills necessary to obtain the vacant jobs listed; and
 - c. Information relating to local occupations in demand and the earnings, skill requirements, and opportunities for advancement for those jobs;
 8. Performance information and program cost information on eligible providers of education, training, and workforce services by program and type of providers;
 9. Information about how the local area is performing on local performance accountability measures;
 10. Information about the availability of supportive services or assistance and appropriate referrals to such, including: childcare; child support; medical or child health assistance available through the state's Medicaid program and Children's Health Insurance Program; benefits under SNAP; assistance through the earned income tax credit; and assistance under TANF, and other supportive services and transportation provided through that program;
 11. Information and meaningful assistance to individuals seeking assistance in filing a claim for unemployment compensation; and
 12. Assistance in establishing eligibility for programs of financial aid assistance for training and education programs not provided under WIOA.
- b. Provide individualized career services, including:
1. Comprehensive and specialized assessments of the skill levels and service needs of adults and dislocated workers;
 2. Development of an individual employment plan;
 3. Group and/or individual counseling;
 4. Career planning;
 5. Short-term pre-vocational services;
 6. Internships and work experiences that are linked to careers;
 7. Workforce preparation activities;
 8. Financial literacy services;
 9. Out -of-area job search assistance and relocation assistance; and
 10. English language acquisition and integrated education and training programs.
 11. Provide follow -up services, as appropriate, including counseling regarding the workplace, for participants in adult or dislocated worker workforce investment

activities who are placed in unsubsidized employment, for up to 12 months after the first day of employment.

12. Provide employment services and related support being provided by the TANF program that qualify as career services.

c. Training Services:

1. Occupational skills training, including training for nontraditional employment;

2. On-the-job training;

3. Incumbent worker training;

4. Programs that combine workplace training with related instruction, which may include cooperative education programs;

5. Training programs operated by the private sector;

6. Skills upgrading and retraining;

7. Entrepreneurial training;

8. Transitional jobs;

9. Job readiness training;

10. Adult education and literacy activities;

11. Customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training.

d. Youth Services:

1. Tutoring, study skills training, instruction and evidence -based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent or for a recognized postsecondary credential;

2. Alternative secondary school services, or dropout recovery services, as appropriate;

3. Paid and unpaid work experiences that have academic and occupational education as a component of the work experience;

4. Occupational skill training;

5. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;

6. Leadership development opportunities, including community service and peer-centered activities encouraging responsibility and other positive social and civic behaviors

7. Supportive services;

8. Adult mentoring;

9. Follow-up services;

10. Comprehensive guidance and counseling;

11. Financial literacy education;

12. Entrepreneurial skills training;

13. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area; and

14. Activities that help youth prepare for and transition to postsecondary education and training.

e. [Add other services provided.]

3. Access to programs and activities carried out by one-stop partners listed in 20 CFR §§ 678.400 through 678.410, including the Employment Service program authorized under the Wagner-Peyser Act, as amended by WIOA title III (Wagner Peyser Act Employment Service program).

B. Access to Services. The Parties will make their program services accessible to job seekers, whether they are physically housed within a career center or provided virtually through the one-stop delivery system by:

1. Exchanging participant's eligibility requirements for their workforce funding streams, identifying their program career services, and designating services and activities that may be appropriate for integration into the one-stop delivery system.

2. Jointly developing and participating in cross-training of frontline staff to assure an understanding of the activities, support services, and constraints applicable to joint partner workforce funding streams.

3. Coordinating outreach and recruitment through links on each other's websites.

C. Coordinating Services. The Parties shall coordinate and deliver program services (including workforce services) as appropriate through the one-stop delivery system by:

1. Seeking opportunities to share resources and reduce duplication of activities to streamline services for customers and improve frontline staff efficiency such as co locating in a comprehensive or affiliate one-stop location site and by establishing direct linkages through technology as provided in 20 CFR 678.305(d).

2. Working together on enhancing employer engagement to build a demand-driven system, improve business services, and match participants with work-based learning opportunities.

3. Promoting continuous improvement through the coordination of staff training to provide frontline staff with information and knowledge regarding each other's services.

4. Participating in the one-stop delivery system consistent with the terms of this MOU and the requirements of federal and state laws authorizing the program or activities and any related grant agreements.

D. Cross Referral. The Parties will implement policies and procedures that encourage the referral of customers to each other as appropriate by:

1. Reviewing their individual program policies, procedures, and processes to align them to the extent allowed by each program's specific laws and regulations, to better serve customers through cross referral, sequential, or co-enrollment as may best benefit the customer.

2. Using established methods for follow-up and reporting to each other on the services provided to the customer and the outcomes obtained.

3. If applicable, additional information on cross referral policies and procedures is outlined in Attachment.

E. Information Sharing. The Parties agree that the collection, use, and disclosure of participant records, including, but not limited to, customers' personally identifiable information (PII), is subject to various requirements set forth in federal and state privacy laws. Partner acknowledges that the execution of this MOU, by itself, does not function to satisfy all of these requirements. The Parties agree to comply with the following, as applicable: 29 CFR 38.41, governing the collection and maintenance of equal opportunity data and other information; 20 USC 1232g and 34 CFR Part 99 (the Family Educational Rights and Privacy Act and implementing regulations); 34 CFR 361.38 (Vocational Rehabilitation and Blind Services confidentiality regulations); and 20 CFR Part 603 (regulations governing confidentiality and disclosure of state unemployment compensation information).

F. Each Party will train its staff in the protection, use, and disclosure requirements governing PII and any other confidential data for all applicable programs.

G. Accessibility. The Parties will ensure access for workers, youth, and individuals with barriers to employment, including the use of technological tools, in each of the one-stop centers and affiliate locations. The Parties will offer priority for services to recipients of public assistance, other low-income individuals, or individuals who are skills deficient for individualized career

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Section 5. Funding of Infrastructure and Operating Costs

Costs of the infrastructure of the One-Stop career centers will be funded in accordance with **Exhibit A– Infrastructure Funding Agreement**, incorporated herein by reference. As required by 20 CFR 678.755, the Parties agree that the infrastructure and shared services budget will be periodically reconciled against actual costs incurred and adjusted accordingly to ensure that it reflects a cost allocation methodology that demonstrates how infrastructure costs are charged to each partner in proportion to its use of the one-stop center and relative benefit received, and that complies with [2 CFR part 200](#).

Section 6. Term

This MOU is effective July 1, 2026, through June 30, 2029, unless the MOU is terminated by either Party in accordance with the terms set forth herein.

Section 7. Modification and Renewal

- A. This MOU will be reviewed, and if substantial changes have occurred, renewed, not less than once every 3-year period to ensure appropriate funding and delivery of services.
- B. The MOU must be updated not less than every 3 years to reflect any changes in the signatory official of CSBD, one-stop partners, and chief elected officials, or one-stop infrastructure funding.
- C. This MOU may only be amended or modified by mutual consent of the Parties, by the issuance of a written amendment executed by the Parties.
- D. The Parties may choose to include, via addendum to this MOU, other provisions that are consistent with WIOA title I, the authorizing statutes and regulations of one-stop partner programs, and the WIOA regulations.

Section 8. Termination

- A. Either Party may terminate this MOU for convenience by giving 30 days' written notice pursuant to Section 9 (Notice).
- B. In the event of termination, the Parties will convene within 60 days to renegotiate a mutually acceptable replacement MOU, if required by law to do so.

Section 9. Notice

- A. All notices required to be given to CSBD under this MOU shall be sufficient when emailed, hand delivered, or mailed to CSBD at its office located at 2890 W. Cypress Creek Rd, Ft.

Lauderdale, FL 33309, addressed to the President/CEO or via email at chylton@careersourcebroward.com.

- B. All notices required to be given to Partner under this MOU shall be sufficient when emailed, hand delivered, or mailed to Partner at its office located at 1930 SW 145th Avenue, Miramar, FL 33027, addressed to Associate Dean Renato Cortez (rcortez@broward.edu) with a copy to the Office of the General Counsel, 111 East Las Olas Boulevard, 5th Floor, Fort Lauderdale, FL 33301.

Section 10. Nondiscrimination

The Parties agree to comply with the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); on the basis of disability under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); on the basis of sex under title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); or on the basis of race, color, or national origin under title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.). The Parties agree that no individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with, any program or activity relating to the operation of the one-stop delivery system because of race, color, religion, sex (except as otherwise permitted under title IX of the Education Amendments of 1972), national origin, age, disability, or political affiliation or belief, or any other basis prohibited by law.

Section 11. Confidentiality

The Parties agree to abide by all applicable federal, state, and local laws and regulations regarding confidential information, including, but not limited to: 20 CFR part 603, 45 CFR section 205.50, 20 USC 1232g and 34 CFR part 99, and 34 CFR 361.38. Each Party will ensure that the collection and use of any information, systems, or records that contain personally identifiable information ("PII") and other confidential/exempt information will be limited to purposes that support the programs and activities described in this MOU and will comply with applicable law. Each Party will ensure that access to software systems and files under its control that contain PII or other personal or confidential information will be limited to authorized staff members who are assigned responsibilities in support of the services and activities described herein and will comply with applicable law. Each Party expressly agrees to take measures to ensure that no PII or other personal or confidential information is accessible by unauthorized individuals.

To the extent that confidential information needs to be shared amongst the Parties for the Parties' performance of their obligations under this MOU, and to the extent that such sharing is permitted by applicable law, any required data sharing agreements will be created and required confidentiality and ethical certifications will be signed by authorized individuals.

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If an issue arises involving this MOU, Parties will make every effort to reach a resolution in a timely and efficient manner. Any party may request a face-to-face meeting of the local partners to identify and discuss the issue. If resolved and no further action is deemed necessary by the partners, the issue and the resolution will be documented in writing. If not resolved, the issue and the efforts to resolve will be documented and forwarded to the Executive Director of the local workforce development board and the Director of the partner agency. A joint decision will be

issued within 60 calendar days of receipt. A partner that is dissatisfied with the decision may file the dispute with the Florida Department of Commerce ("Florida Commerce") and the Florida Department of Education ("DOE") for resolution. Florida Commerce and DOE may remand the issue back to the Executive Director of the local area and to the director of the partner agency or impose other remedies to resolve the issue.

Section 13. Sovereign Immunity

Nothing in this MOU shall be construed as a waiver of sovereign immunity by Partner beyond that provided in Section 768.28, Florida Statutes.

Section 14. Signatures

IN WITNESS WHEREOF, Partner and CareerSource Broward have caused this MOU to be duly executed as of the date set forth below.

The MOU must contain the signatures of the Chief Local Elected Official(s). Any changes in the signatory official of the board, one-stop partners, and Chief Local Elected Officials must be reflected in the current MOU. The MOU must be updated at least once every three years and included in the local board's WIOA Workforce Services' plan.

Approved by:

Signature: _____

CareerSource Broward

Name: CAROL HYLTON

Signature: *Carol Hylton*

Name: _____

Title: PRESIDENT/CEO

Date: 06/30/2026

Approved by Partner:

The District Board of Trustees, Broward College, Florida

Signed by:
Name: *Tony Alston*
A536D6978FE749D...

Title: College President

Date: 6/24/2026

APPROVED
By Kristina Psattama at 1:46 pm, May 27, 2026

Approved by Chief Local Elected Official:

Josh Levy /Mayor of Hollywood

Name: Josh Levy

Signature: *Mayor Josh Levy*

Title: Mayor

Date: 07/01/2026

SIGNATURE CERTIFICATE



REFERENCE NUMBER
242F78E5-2402-4B42-A5D8-0307036B46C0

TRANSACTION DETAILS	DOCUMENT DETAILS
Reference Number 242F78E5-2402-4B42-A5D8-0307036B46C0	Document Name CS 987 MOU with Broward College 52026 FINAL FOR LEGAL APPROVAL Legal Stamp BC SIGNED
Transaction Type Signature Request	Filename CS_987_MOU_with_Broward_College_52026_FINAL_FOR_LEGAL_APPROVAL_Legal_Stamp_BC_SIGNED.pdf
Sent At 06/29/2026 04:07:45 PM EDT	Pages 8 pages
Executed At 06/30/2026 07:12:33 AM EDT	Content Type application/pdf
Identity Method email	File Size 259 KB
Distribution Method email	Original Checksum d6b7d31e4d37a55c439503bba8a34d86efd3956549eb3d43256b7b54d7a5e09d
Signed Checksum 39a6d15ad5d25d26505fc2225db027f57e4d4c99c2b8c5a64d8685b4e4fa1a7b	
Signer Sequencing Disabled	
Document Passcode Disabled	
eIDAS Authentication Disabled	

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Carol Hylton	Status signed	Viewed At 06/30/2026 07:12:09 AM EDT
Email chylton@careersourcebroward.com	Multi-factor Digital Fingerprint Checksum 4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945	Identity Authenticated At 06/30/2026 07:12:33 AM EDT
Components 2	IP Address 140.248.44.1	Signed At 06/30/2026 07:12:33 AM EDT
	Device Mobile Safari via iOS	
	Typed Signature 	
	Signature Reference ID 6BE422DC	

AUDITS

TIMESTAMP	AUDIT
06/29/2026 04:07:45 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document 'CS_987_MOU_with_Broward_College_52026_FINAL_FOR_LEGAL_APPROVAL_Legal_Stamp_BC_SIGNED.pdf' on Chrome via Windows from 67.23.70.69.
06/29/2026 04:07:46 PM EDT	Carol Hylton (chylton@careersourcebroward.com) was emailed a link to sign.
06/30/2026 07:12:09 AM EDT	Carol Hylton (chylton@careersourcebroward.com) viewed the document on Mobile Safari via iOS from 140.248.44.1.
06/30/2026 07:12:33 AM EDT	Carol Hylton (chylton@careersourcebroward.com) authenticated via email on Mobile Safari via iOS from 140.248.44.1.
06/30/2026 07:12:33 AM EDT	Carol Hylton (chylton@careersourcebroward.com) signed the document on Mobile Safari via iOS from 140.248.44.1.

SIGNATURE CERTIFICATE



REFERENCE NUMBER

667C0AEF-F212-4B2C-95DA-900F4E9F8C7D

TRANSACTION DETAILS	DOCUMENT DETAILS
Reference Number 667C0AEF-F212-4B2C-95DA-900F4E9F8C7D Transaction Type Signature Request Sent At 07/01/2026 10:01:56 AM EDT Executed At 07/01/2026 11:48:41 AM EDT Identity Method email Distribution Method email Signed Checksum 449b20267ddfe3214d961c45eebab5f080ac7bc0744a33423c7b2379d1c458dc Signer Sequencing Disabled Document Passcode Disabled eIDAS Authentication Disabled	Document Name EXECUTED-CS 987 MOU with Broward College 52026 FINAL FOR LEGAL APPROVAL Legal Stamp BC SIGNED Carol Hylton-signed-certificate Filename EXECUTED-CS_987_MOU_with_Broward_College_52026_FINAL_FOR_LEGAL_APPROVAL_Legal_Stamp_BC_SIGNED_Carol_Hylton-signed-certificate.pdf Pages 9 pages Content Type application/pdf File Size 195 KB Original Checksum 180a16bfc3dc71f0328296a8515056ac3ee0d0f2a78d4f364ecbc8e73b3662cf

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Mayor Josh Levy Email jlevy@hollywoodfl.org Components 2	Status signed Multi-factor Digital Fingerprint Checksum 4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945 IP Address 162.197.163.159 Device Chrome Mobile iOS via iOS Typed Signature  Signature Reference ID F58D4B5C	Viewed At 07/01/2026 11:47:37 AM EDT Identity Authenticated At 07/01/2026 11:48:41 AM EDT Signed At 07/01/2026 11:48:41 AM EDT

AUDITS

TIMESTAMP	AUDIT
07/01/2026 10:01:56 AM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document 'EXECUTED-CS 987 MOU with Broward College 52026 FINAL FOR LEGAL APPROVAL Legal Stamp BC SIGNED Carol Hylton-signed-certificate.pdf' on Chrome via Windows from 67.23.70.69.
07/01/2026 10:01:56 AM EDT	Mayor Josh Levy (jlevy@hollywoodfl.org) was emailed a link to sign.
07/01/2026 11:46:59 AM EDT	Mayor Josh Levy (jlevy@hollywoodfl.org) viewed the document on Chrome Mobile iOS via iOS from 162.197.163.159.
07/01/2026 11:47:37 AM EDT	Mayor Josh Levy (jlevy@hollywoodfl.org) viewed the document on Chrome via Windows from 62.10.205.18.
07/01/2026 11:48:41 AM EDT	Mayor Josh Levy (jlevy@hollywoodfl.org) authenticated via email on Chrome Mobile iOS via iOS from 162.197.163.159.
07/01/2026 11:48:41 AM EDT	Mayor Josh Levy (jlevy@hollywoodfl.org) signed the document on Chrome Mobile iOS via iOS from 162.197.163.159.

**Memorandum of Understanding
for Workforce Development Partners**

By and between CareerSource Broward
And

Urban League of Palm Beach County and Treasure Coast, Inc.

Section 1. Parties

This Memorandum of Understanding ("MOU") is entered into between CareerSource Broward, ("CSBD"); and the Urban League of Palm Beach County and Treasure Coast, Inc.

("Partner"). CSBD and Partner are collectively referred to as the "Parties" and individually as a "Party."

Section 2. Purpose

The Workforce Innovation and Opportunity Act of 2014 ("WIOA") Sec. 121(c)(1) requires the local workforce development board, with the agreement of the Chief Local Elected Officials (CLEOs), to develop and enter into a MOU between the local workforce development board and the One-Stop Partners concerning the operation of the one-stop delivery system in a local area.

The purpose of this MOU is to describe the cooperative workforce training and employment efforts of CSBD and Partner and the actions to be taken by each to establish and maintain an effective and successful one-stop delivery system. The infrastructure funding agreement establishes a financial plan, including terms and conditions, to fund the services and operating costs of the one-stop delivery system.

This MOU establishes how resources will be coordinated, prevents duplication of services and ensures the effective and efficient delivery of workforce services in the county(ies) represented by CSBD.

The Parties agree to coordinate and perform the activities and services described herein within the scope of legislative requirements governing the parties' respective programs, services, and agencies.

Section 3. Partners in the One-Stop Delivery System

Pursuant to [20 CFR 678.400](#), required one-stop partners are the entities responsible for administering the following programs and activities in the local area:

1. Programs authorized under title I of WIOA, including:
 - a. Adults
 - b. Dislocated workers
 - c. Youth
 - d. Job Corps
 - e. YouthBuild
 - f. Native American programs
 - g. Migrant and seasonal farmworker programs

2. The Wagner-Peyser Act Employment Service program authorized under the Wagner-Peyser Act ([29 U.S.C. 49](#) et seq.), as amended by WIOA title III;
3. The Adult Education and Family Literacy Act (AEFLA) program authorized under title II of WIOA
4. The Vocational Rehabilitation (VR) program authorized under title I of the Rehabilitation Act of 1973 ([29 U.S.C. 720](#) et seq.), as amended by WIOA title IV,
5. The Vocational Rehabilitation (VR) program authorized under title I of the Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.), as amended by WIOA title IV (Division of Blind Services)
6. The Senior Community Service Employment Program (SCSEP) authorized under title V of the Older Americans Act of 1965 ([42 U.S.C. 3056](#) et seq.) (Florida Department of Elder Affairs)
7. Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006 ([20 U.S.C. 2301](#) et seq.) (Perkins V)
8. Trade Adjustment Assistance activities authorized under chapter 2 of title II of the Trade Act of 1974 ([19 U.S.C. 2271](#) et seq.)
9. Jobs for Veterans State Grants programs authorized under [chapter 41 of title 38, U.S.C.](#);
10. Employment and training activities carried out under the Community Services Block Grant ([42 U.S.C. 9901](#) et seq.)
11. Employment and training activities carried out by the Department of Housing and Urban Development
12. Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law) (Reemployment Services and Eligibility Assessment Program) (RESEA)
13. Programs authorized under sec. 212 of the Second Chance Act of 2007 ([34 U.S.C. 10631](#))
14. Temporary Assistance for Needy Families (TANF) authorized under part A of title IV of the Social Security Act ([42 U.S.C. 601](#) et seq.) (Florida Department of Children and Families)

Section 4. Provision of Services

A. One-Stop Services. The following services will be provided through the local one-stop delivery system:

1. Business Services:

- a. Make labor exchange activities and labor market information available to local employers.
- b. Develop relationships and networks with large and small employers and their intermediaries.
- c. Develop, convene, or implement industry/sector partnerships.
- d. Provide appropriate recruitment and other business services on behalf of

employers, including information and referrals to specialized business services other than those traditionally offered through the one-stop delivery system.

2. Job Seeker Services:

a. Provide basic career services, including:

1. Determinations of whether the individual is eligible to receive assistance;
2. Outreach, intake, and orientation;
3. Opportunity for individuals to apply for TANF assistance and non-assistance benefits and services;
4. Initial assessment of skill levels including literacy, numeracy, and English language proficiency, as well as aptitudes, abilities (including skills gaps), and supportive service's needs;
5. Labor exchange services, including job search and placement assistance, including career counseling as specified in 20 CFR 678.430(a)(4);
6. Referrals to and coordination of activities with other programs and services, including those within the one-stop delivery system and, when appropriate, other workforce development programs;
7. Workforce and labor market employment statistics information, including the provision of accurate information relating to local, regional, and national labor market areas, including:
 - a. Job vacancy listings in labor market areas;
 - b. Information on job skills necessary to obtain the vacant jobs listed; and
 - c. Information relating to local occupations in demand and the earnings, skill requirements, and opportunities for advancement for those jobs;
8. Performance information and program cost information on eligible providers of education, training, and workforce services by program and type of providers;
- 9.. Information about how the local area is performing on local performance accountability measures;
10. Information about the availability of supportive services or assistance and appropriate referrals to such, including: childcare; child support; medical or child health assistance available through the state's Medicaid program and Children's Health Insurance Program; benefits under SNAP; assistance through the earned income tax credit; and assistance under TANF, and other supportive services and transportation provided through that program;

11. Information and meaningful assistance to individuals seeking assistance in filing a claim for unemployment compensation; and

12. Assistance in establishing eligibility for programs of financial aid

assistance for training and education programs not provided under WIOA.

b. Provide individualized career services, including:

1. Comprehensive and specialized assessments of the skill levels and

service needs of adults and dislocated workers;

2. Development of an individual employment plan;

3. Group and/or individual counseling;

4. Career planning;

5. Short-term pre-vocational services;

6. Internships and work experiences that are linked to careers;

7. Workforce preparation activities;

8. Financial literacy services;

9. Out -of-area job search assistance and relocation assistance; and

10. English language acquisition and integrated education and training programs.

11. Provide follow -up services, as appropriate, including counseling regarding the workplace, for participants in adult or dislocated worker workforce investment activities who are placed in unsubsidized employment, for up to 12 months after the first day of employment.

12. Provide employment services and related support being provided by the TANF program that qualify as career services.

c. Training Services:

1. Occupational skills training, including training for nontraditional employment;

2. On-the-job training;

3. Incumbent worker training;

4. Programs that combine workplace training with related instruction, which may include cooperative education programs;

5. Training programs operated by the private sector;

6. Skills upgrading and retraining;
7. Entrepreneurial training;
8. Transitional jobs;
9. Job readiness training;
10. Adult education and literacy activities;
11. Customized training conducted with a commitment by an employer\ or group of employers to employ an individual upon successful completion of the training.

d. Youth Services:

1. Tutoring, study skills training, instruction and evidence -based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent or for a recognized postsecondary credential;
 2. Alternative secondary school services, or dropout recovery services, as appropriate;
 3. Paid and unpaid work experiences that have academic and occupational education as a component of the work experience;
 4. Occupational skill training;
 5. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;
 6. Leadership development opportunities, including community service and peer-centered activities encouraging responsibility and other positive social and civic behaviors
 7. Supportive services;
 8. Adult mentoring;
 9. Follow-up services;
 10. Comprehensive guidance and counseling;
 11. Financial literacy education;
 12. Entrepreneurial skills training;
 13. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area; and
 14. Activities that help youth prepare for and transition to post-secondary education and training.
3. Access to programs and activities carried out by one-stop partners listed in 20 CFR

§§ 678.400 through 678.410, including the Employment Service program

authorized under the Wagner-Peyser Act, as amended by WIOA title III (Wagner-Peyser Act Employment Service program).

B. Access to Services. The Parties will make their program services accessible to job seekers, whether they are physically housed within a career center or provided virtually through the one-stop delivery system by:

1. Exchanging participant's eligibility requirements for their workforce funding

streams, identifying their program career services, and designating services and

activities that may be appropriate for integration into the one-stop delivery system.

2. Jointly developing and participating in cross-training of frontline staff to assure an understanding of the activities, support services, and constraints applicable to joint partner workforce funding streams.

3. Coordinating outreach and recruitment through links on each other's websites.

C. Coordinating Services. The Parties shall coordinate and deliver program services (Including workforce services) as appropriate through the one-stop delivery system by:

1. Seeking opportunities to share resources and reduce duplication of activities to streamline services for customers and improve frontline staff efficiency such as co locating in a comprehensive or affiliate one-stop location site and by establishing direct linkages through technology as provided in 20 CFR 678.305(d).

2. Working together on enhancing employer engagement to build a demand-driven system, improve business services, and match participants with work-based learning opportunities.

3. Promoting continuous improvement through the coordination of staff training to provide frontline staff with information and knowledge regarding each other's services.

4. Participating in the one-stop delivery system consistent with the terms of this MOU and the requirements of federal and state laws authorizing the program or activities and any related grant agreements.

D. Cross Referral. The Parties will implement policies and procedures that encourage the referral of customers to each other as appropriate by:

1. Reviewing their individual program policies, procedures, and processes to align them to the extent allowed by each program's specific laws and regulations, to better serve customers through cross referral, sequential, or co-enrollment as may best benefit the customer.

2. Using established methods for follow-up and reporting to each other on the services provided to the customer and the outcomes obtained.

3. If applicable, additional information on cross referral policies and procedures is outlined in Attachment. Not applicable

E. Information Sharing. The Parties agree that the collection, use, and disclosure of participant records, including, but not limited to, customers' personally identifiable information (PII), is subject to various requirements set forth in federal and state privacy laws. Partner acknowledges that the execution of this MOU, by itself, does not function to satisfy all of these requirements. The Parties agree to comply with the following, as applicable: 29 CFR 38.41, governing the collection and maintenance of equal opportunity data and other information; 20 USC 1232g and 34 CFR Part 99 (the Family Educational Rights and Privacy Act and implementing regulations); 34 CFR 361.38 (Vocational Rehabilitation and Blind Services confidentiality regulations); and 20 CFR Part 603 (regulations governing confidentiality and disclosure of state unemployment compensation information).

F. Each Party will train its staff in the protection, use, and disclosure requirements governing PII and any other confidential data for all applicable programs.

G. Accessibility. The Parties will ensure access for workers, youth, and individuals with barriers to employment, including the use of technological tools, in each of the one-stop centers and affiliate locations. The Parties will offer priority for services to recipients of public assistance, other low-income individuals, or individuals who are skills deficient for individualized career services and training services funded with WIOA adult funds. Job seekers and businesses must be able to access all information relevant to them via visits to One-Stop centers as well as through electronic means and direct linkages to workforce partner programs. The Parties will provide reasonable accommodations for individuals with disabilities in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Assistive technology, accessible formats, and language translation

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Section 6. Term

This MOU is effective July 1, 2026, or upon the date of the last required signature, whichever is later, through June 30, 2029, unless the MOU is terminated by either Party in accordance with the terms set forth herein.

Section 7. Modification and Renewal

- A. This MOU will be reviewed, and if substantial changes have occurred, renewed, not less than once every 3-year period to ensure appropriate funding and delivery of services.
- B. The MOU must be updated not less than every 3 years to reflect any changes in the signatory official of CSBD, one-stop partners, and chief elected officials, or one-stop infrastructure funding.
- C. This MOU may be amended or modified by mutual consent of the Parties, by the issuance of a written amendment executed by the Parties.
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Section 8. Termination

- A. Either Party may terminate this MOU for convenience by giving 30 days' written notice pursuant to Section 9 (Notice).
- B. In the event of termination, the Parties will convene within 60 days to renegotiate a mutually acceptable replacement MOU, if required by law to do so.

Section 9. Notice

- A. All notices required to be given to CSBD under this MOU shall be sufficient when emailed, hand delivered, or mailed to CSBD at its office located at 2890 W. Cypress Creek Rd, Ft. Lauderdale, FL 33309, addressed to the President/CEO or via email at chylton@careersourcebroward.com.

All notices required to be given to Partner under this MOU shall be sufficient when emailed, hand delivered, or mailed to Partner at its office located at 1700 N. Australian Ave, West Palm Beach, FL 33407

Section 10. Nondiscrimination

The Parties agree to comply with the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); on the basis of disability under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); on the basis of sex under title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); or on the basis of race, color, or national origin under title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.). The Parties agree that no individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with, any program or activity relating to the operation of the one-stop delivery system because of race, color, religion, sex (except as otherwise permitted under title IX of the Education Amendments of 1972), national origin, age, disability, or political affiliation or belief.

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the efforts to resolve will be documented and forwarded to the Executive Director of the local workforce development board and the Director of the partner agency. A joint decision will be issued within 60 calendar days of receipt. A partner that is dissatisfied with the decision may file the dispute with the Florida Department of Commerce ("Florida Commerce") and the Florida Department of Education ("DOE") for resolution. Florida Commerce and DOE may remand the issue back to the Executive Director of the local area and to the director of the partner agency or impose other remedies to resolve the issue.

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IN WITNESS WHEREOF, Partner and CareerSource Broward have caused this MOU to be duly executed as of the date set forth below.

The MOU must contain the signatures of the Chief Local Elected Official(s). Any changes in the signatory official of the board, one-stop partners, and Chief Local Elected Officials must be reflected in the current MOU. The MOU must be updated at least once every three years and included in the local board's WIOA Workforce Services' plan.

Approved by: CareerSource Broward

Name: Carol Hylton

Signature: *Carol Hylton*

Name: _____

Title: President/CEO

Date: 09/08/2026

Approved by Partner:

Urban League of Palm Beach County
and Treasure Coast, Inc.

Name: Patrick Franklin

Signature: *Patrick Franklin*

Title: President and CEO

Date: 7/22/2026

Approved by Chief Local Elected Official:

Josh Levy / Mayor of Hollywood

Name: Josh Levy

Signature: *Josh Levy*

Title: Mayor

Date: 09-14-2026

Exhibit A Infrastructure Funding Agreement (IFA)

The purpose of this Infrastructure Funding Agreement is to delineate each Party's responsibilities for the sharing of infrastructure costs and operating costs for the applicable One Stop Center.

The Urban League of Palm Beach, Florida and CAREERSOURCE BROWARD recognize that infrastructure costs, in accordance with 20 CFR 678.500(b), 34 CFR 361.500(b), and 34 CFR 463.500(b) are applicable to all required partners, regardless of whether they are physically located in CAREERSOURCE BROWARD'S Career Center. Pursuant to United States Department of Labor Training and Employment Guidance Letter 17-16 (USDOL TEGL 17-16), each partner's contributions to the infrastructure costs, may vary, as these contributions are based on the proportionate use and relative benefit received, consistent with the partner programs' authorizing laws and regulations and the Uniform Guidance.

Infrastructure costs are defined as non-personnel costs that are necessary for the general operation of the south One-Stop Center in Broward County, Florida. Non-personnel costs are defined by USDOL TEGL 17-16 and includes, but are not limited to:

- Rental of the facilities;
- Utilities and maintenance;
- Equipment, including assessment-related products and assistive technology for individuals with disabilities; and,
- Technology to facilitate access to the American Job Center, including technology used for the center's planning and outreach activities.

The Urban League of Palm Beach, Florida has chosen to utilize technology to facilitate access to the one-stop center, including technology used for the Center's planning and outreach activities (WIOA sec. 121(h)(4), 20 CFR 678.700(a), 34 CFR 361.700(a), and 34 CFR 463.700(a)).

Upon the receipt of proper invoice(s) at least thirty (30) days prior to the payment due date as applicable or by the due dates below, the Urban League of Palm Beach, Florida will pay CAREERSOURCE BROWARD the total of Six Hundred Forty-six and 47/100 Dollars (\$646.47) in three (3) separate payments of Two Hundred Fifteen and 49/100 Dollars (\$215.49) for the following periods:

- (1) July 1, 2026, through June 30, 2027, payable by October 31, 2026.

**The Urban League of Palm Beach,
Florida School Board of Broward
County, Florida & CareerSource
Broward**

2026 MOU

**Exhibit A
Infrastructure Funding Agreement**

(Continued - Page 2 of 2)

(2) July 1, 2027 through June 30, 2028, payable by October 31, 2027.

(3) July 1, 2028 through June 30, 2029, payable by October 31, 2028.

The Urban League of Palm Beach, Florida will pay for the costs associated with its participation in the one-stop center. as described above, subject to Section 8 (TERMINATION).

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SIGNATURE CERTIFICATE



REFERENCE NUMBER

BB590EBC-D95E-4AD7-9D4D-2042D9E83A14

TRANSACTION DETAILS

Reference Number

BB590EBC-D95E-4AD7-9D4D-2042D9E83A14

Transaction Type

Signature Request

Sent At

09/08/2026 10:08:14 AM EDT

Executed At

09/08/2026 12:09:44 PM EDT

Identity Method

email

Distribution Method

email

Signed Checksum

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Signer Sequencing

Disabled

Document Passcode

Disabled

eIDAS Authentication

Disabled

DOCUMENT DETAILS

Document Name

PE-Career Source Broward One Stop MOU ULPBCTC 2026-2029

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Pages

12 pages

Content Type

application/pdf

File Size

272 KB

Original Checksum

b232633e98cd39409e5b102304e46e4876152d0614987957cd3863c726582dad

SIGNERS

SIGNER

Name

Carol Hylton

Email

chylton@careersourcebroward.com

Components

2

E-SIGNATURE

Status

signed

Multi-factor Digital Fingerprint Checksum

4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945

IP Address

67.23.70.69

Device

Chrome via Windows

Typed Signature

Carol Hylton

Signature Reference ID

8AAFE790

EVENTS

Viewed At

09/08/2026 12:09:26 PM EDT

Identity Authenticated At

09/08/2026 12:09:44 PM EDT

Signed At

09/08/2026 12:09:44 PM EDT

AUDITS

TIMESTAMP

09/08/2026 10:08:14 AM EDT

09/08/2026 10:08:14 AM EDT

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AUDIT

Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document 'PE-Career_Source_Broward_One_Stop_MOU_ULPBCTC_2026-2029_.pdf' on Chrome via Windows from 67.23.70.69.

Carol Hylton (chylton@careersourcebroward.com) was emailed a link to sign.

Carol Hylton (chylton@careersourcebroward.com) viewed the document on Chrome via Windows from 67.23.70.69.

Carol Hylton (chylton@careersourcebroward.com) authenticated via email on Chrome via Windows from 67.23.70.69.

Carol Hylton (chylton@careersourcebroward.com) signed the document on Chrome via Windows from 67.23.70.69.

Memorandum of Understanding for Workforce Development Partners

By and between CareerSource Broward
And
The AARP Foundation

Section 1. Parties

This Memorandum of Understanding (“MOU”) is entered into between CareerSource Broward , (“CSBD”); and the AARP Foundation (“Partner”). CSBD and Partner are collectively referred to as the “Parties” and individually as a “Party.”

Section 2. Purpose

The Workforce Innovation and Opportunity Act of 2014 (“WIOA”) Sec. 121(c)(1) requires the local workforce development board, with the agreement of the Chief Local Elected Officials (CLEOs), to develop and enter into a MOU between the local workforce development board and the One-Stop Partners concerning the operation of the one-stop delivery system in a local area.

The purpose of this MOU is to describe the cooperative workforce training and employment efforts of CSBD and Partner and the actions to be taken by each to establish and maintain an effective and successful one-stop delivery system. The infrastructure funding agreement establishes a financial plan, including terms and conditions, to fund the services and operating costs of the one-stop delivery system.

This MOU establishes how resources will be coordinated, prevents duplication of services and ensures the effective and efficient delivery of workforce services in the county(ies) represented by CSBD. In addition, this MOU establishes joint processes and procedures that will enable Partner to integrate with the current one-stop delivery system, resulting in a seamless and comprehensive array of education, human service, job training, and other workforce development services.

The Parties agree to coordinate and perform the activities and services described herein within the scope of legislative requirements governing the parties’ respective programs, services, and agencies.

Section 3. Partners in the One-Stop Delivery System

Pursuant to [20 CFR 678.400](#), required one-stop partners are the entities responsible for administering the following programs and activities in the local area:

1. Programs authorized under title I of WIOA, including:
 - a. Adults
 - b. Dislocated workers
 - c. Youth
 - d. Job Corps
 - e. YouthBuild
 - f. Native American programs
 - g. Migrant and seasonal farmworker programs

2. The Wagner-Peyser Act Employment Service program authorized under the Wagner-Peyser Act ([29 U.S.C. 49](#) et seq.), as amended by WIOA title III;
3. The Adult Education and Family Literacy Act (AEFLA) program authorized under title II of WIOA
4. The Vocational Rehabilitation (VR) program authorized under title I of the Rehabilitation Act of 1973 ([29 U.S.C. 720](#) et seq.), as amended by WIOA title IV, including VR services provided by the Division of Blind Services
5. The Senior Community Service Employment Program (SCSEP) authorized under title V of the Older Americans Act of 1965 ([42 U.S.C. 3056](#) et seq.) (Florida Department of Elder Affairs)
6. Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006 ([20 U.S.C. 2301](#) et seq.) (Perkins V)
7. Trade Adjustment Assistance activities authorized under chapter 2 of title II of the Trade Act of 1974 ([19 U.S.C. 2271](#) et seq.)
8. Jobs for Veterans State Grants programs authorized under [chapter 41 of title 38, U.S.C.](#);
9. Employment and training activities carried out under the Community Services Block Grant ([42 U.S.C. 9901](#) et seq.)
10. Employment and training activities carried out by the Department of Housing and Urban Development
11. Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law) (Reemployment Services and Eligibility Assessment Program) (RESEA)
12. Programs authorized under sec. 212 of the Second Chance Act of 2007 ([42 U.S.C. 17532](#))
13. Temporary Assistance for Needy Families (TANF) authorized under part A of title IV of the Social Security Act ([42 U.S.C. 601](#) et seq.) (Florida Department of Children and Families)

Additional partners in the local one-stop delivery system:

Section 4. Provision of Services

- A. Access to Services. The Parties will make their program services accessible to job seekers, whether they are physically housed within a career center or provided virtually through the one-stop delivery system by:
 1. Exchanging participants' eligibility requirements for their workforce funding streams, identifying their program career services and designating services and activities that may be appropriate for integration into the one-stop delivery system.
 2. Jointly developing and participating in cross-training of frontline staff to assure an understanding of the activities, support services, and constraints applicable to joint partner workforce funding streams.
 3. Coordinating outreach and recruitment through links on each other's websites.
- B. Coordinating Services. The Parties shall coordinate and deliver program services (including workforce services) as appropriate through the one-stop delivery system by:
 1. Seeking opportunities to share resources and reduce duplication of activities to streamline services for customers and improve frontline staff efficiency such as by co-locating in a comprehensive or affiliate one-stop location site.

2. Working together on enhancing employer engagement to build a demand-driven system, improve business services, and match participants with work-based learning opportunities.
 3. Promoting continuous improvement through the coordination of staff training to provide frontline staff with information and knowledge regarding each other's services.
 4. Participating in the one-stop delivery system consistent with the terms of this MOU and the requirements of federal and state laws authorizing the program or activities and any related grant agreements.
- C. Cross Referral. The Parties will implement policies and procedures that encourage the referral of customers to each other as appropriate by:
1. Reviewing their individual program policies, procedures, and processes to align them to the extent allowed by each program's specific laws and regulations, to better serve customers through cross referral, sequential, or co-enrollment as may best benefit the customer.
 2. Using established methods for follow-up and reporting to each other on the services provided to the customer and the outcomes obtained.
- D. Information Sharing. The Parties agree that the collection, use, and disclosure of customers' personally identifiable information (PII) is subject to various requirements set forth in federal and state privacy laws. Partner acknowledges that the execution of this MOU, by itself, does not function to satisfy all of these requirements.
- E. All One-Stop center and Required Partner staff will be trained in the protection, use, and disclosure requirements governing PII and any other confidential data for all applicable programs.
- F. Accessibility. The Parties will ensure access for individuals with barriers to employment, including consideration of technological tools for individuals with disabilities, in each of the one-stop centers and affiliate locations. The Parties will offer priority for services to recipients of public assistance, other low-income individuals, or individuals who are skills deficient for individualized career services and training services funded with WIOA adult funds.

Section 5. Funding of Infrastructure and Operating Costs

Costs of the infrastructure of the One-Stop career centers will be funded in accordance with **Exhibit A– Infrastructure Funding Agreement**, incorporated herein by reference. As required by 20 CFR 678.755, the Parties agree that the infrastructure and shared services budget will be periodically reconciled against actual costs incurred and adjusted accordingly to ensure that it reflects a cost allocation methodology that demonstrates how infrastructure costs are charged to each partner in proportion to its use of the one-stop center and relative benefit received, and that complies with [2 CFR part 200](#).

Section 6. Term

This MOU is effective July 1, 2026, or the date executed by both parties, whichever is later, through June 30, 2029, unless the MOU is terminated by either Party in accordance with the terms set forth herein.

Section 7. Modification and Renewal

- A. This MOU will be reviewed, and if substantial changes have occurred, renewed, not less than once every 3-year period to ensure appropriate funding and delivery of services.

- B. The MOU must be updated not less than every 3 years to reflect any changes in the signatory official of CSBD, one-stop partners, and chief elected officials, or one-stop infrastructure funding.
- C. This MOU may be amended or modified by mutual consent of the Parties, by the issuance of a written amendment executed by the Parties.
- D. The Parties may choose to include, via addendum to this MOU, other provisions that are consistent with WIOA title I, the authorizing statutes and regulations of one-stop partner programs, and the WIOA regulations.

Section 8. Termination

- A. Either Party may terminate this MOU for convenience by giving 30 days' written notice pursuant to Section 8 (Notice).
- B. In the event of termination, the Parties will convene with 60 days to renegotiate a mutually acceptable replacement MOU, if required by law to do so.

Section 9. Notice

- A. All notices required to be given to CSBD under this MOU shall be sufficient when hand delivered or mailed to CSBD at its office located at 2890 W. Cypress Creek Rd, Ft. Lauderdale, FL 33309, addressed to the President/CEO.
- B. All notices required to be given to Partner under this MOU shall be sufficient when hand delivered or mailed to Partner at its office located at 601 E. Street NW Washington, DC 20049.

Section 10. Nondiscrimination

The Parties agree to comply with the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); on the basis of disability under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); on the basis of sex under title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); or on the basis of race, color, or national origin under title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.). The Parties agree that no individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with, any program or activity relating to the operation of the one-stop delivery system because of race, color, religion, sex (except as otherwise permitted under title IX of the Education Amendments of 1972), national origin, age, disability, or political affiliation or belief.

Section 11. Confidentiality

The Parties agree to abide by all applicable federal, state, and local laws and regulations regarding confidential information, including, but not limited to: 20 CFR part 603, 45 CFR section 205.50, 20 USC 1232g and 34 CFR part 99, and 34 CFR 361.38. Each Party will ensure that the collection and use of any information, systems, or records that contain personally identifiable information ("PII") and other confidential/exempt information will be limited to purposes that support the programs and activities described in this MOU and will comply with applicable law. Each Party will ensure that access to software systems and files under its control that contain PII or other personal or confidential information will be limited to authorized staff members who are assigned responsibilities in support of the services and activities described herein and will comply

with applicable law. Each Party expressly agrees to take measures to ensure that no PII or other personal or confidential information is accessible by unauthorized individuals.

To the extent that confidential information needs to be shared amongst the Parties for the Parties' performance of their obligations under this MOU, and to the extent that such sharing is permitted by applicable law, any required data sharing agreements will be created and required confidentiality and ethical certifications will be signed by authorized individuals.

Section 12. Signatures

IN WITNESS WHEREOF, Partner and CareerSource Broward have caused this MOU to be duly executed as of the date set forth below.

The MOU must contain the signatures of the Chief Local Elected Official(s). Any changes in the signatory official of the board, one-stop partners, and Chief Local Elected Officials must be reflected in the current MOU. The MOU must be updated at least once every three years and included in the local board's WIOA Workforce Services' plan.

Approved by:

CareerSource Broward

Name: Carol Hylton

Signature: Carol Hylton

Name:

Title: President/CEO

Date: 06/29/2026

Approved by Partner:

[Partner Name]

Name: Monique Bates

Signature: Monique Bates

Title: VP Operations

Date: 6/23/2026

Approved by Chief Local Elected Official:

Josh Levy/Mayor of Hollywood

Name: Josh Levy

Signature: Mayor Josh Levy

Title: Mayor

Date: 07/01/2026

SIGNATURE CERTIFICATE



REFERENCE NUMBER

1E3632BF-DFB7-42B0-BEBA-B173A99265C5

TRANSACTION DETAILS	DOCUMENT DETAILS
Reference Number 1E3632BF-DFB7-42B0-BEBA-B173A99265C5	Document Name PE-UPDATED-AARP and CSBD One Stop MOU 2026
Transaction Type Signature Request	Filename PE-UPDATED-AARP_and_CSBD_One_Stop_MOU_2026.pdf
Sent At 06/26/2026 04:00:38 PM EDT	Pages 5 pages
Executed At 06/29/2026 10:03:27 AM EDT	Content Type application/pdf
Identity Method email	File Size 296 KB
Distribution Method email	Original Checksum 2f940fa71459a0b67509ae4d85c84a76d42dca49796727dea5e4937e37b8be68
Signed Checksum db7a0b7110d6da41ef381f9125e7af6db66b0b6a8727f81b8b9a3d2f5263e2c9	
Signer Sequencing Disabled	
Document Passcode Disabled	
eIDAS Authentication Disabled	

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Carol Hylton	Status signed	Viewed At 06/29/2026 10:02:58 AM EDT
Email chylton@careersourcebroward.com	Multi-factor Digital Fingerprint Checksum 4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945	Identity Authenticated At 06/29/2026 10:03:26 AM EDT
Components 2	IP Address 67.23.70.69	Signed At 06/29/2026 10:03:27 AM EDT
	Device Chrome via Windows	
	Typed Signature 	
	Signature Reference ID 9BE375C4	

AUDITS

TIMESTAMP	AUDIT
06/26/2026 04:00:38 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document 'PE-UPDATED-AARP_and_CSBD_One_Stop_MOU_2026.pdf' on Chrome via Windows from 67.23.70.69.
06/26/2026 04:00:40 PM EDT	Carol Hylton (chylton@careersourcebroward.com) was emailed a link to sign.
06/29/2026 10:02:58 AM EDT	Carol Hylton (chylton@careersourcebroward.com) viewed the document on Chrome via Windows from 67.23.70.69.
06/29/2026 10:03:26 AM EDT	Carol Hylton (chylton@careersourcebroward.com) authenticated via email on Chrome via Windows from 67.23.70.69.
06/29/2026 10:03:27 AM EDT	Carol Hylton (chylton@careersourcebroward.com) signed the document on Chrome via Windows from 67.23.70.69.

SIGNATURE CERTIFICATE



REFERENCE NUMBER

37C369BB-FDEE-4371-B8CA-D6680D25E8A4

TRANSACTION DETAILS

Reference Number
37C369BB-FDEE-4371-B8CA-D6680D25E8A4

Transaction Type
Signature Request

Sent At
07/01/2026 10:01:56 AM EDT

Executed At
07/01/2026 11:49:42 AM EDT

Identity Method
email

Distribution Method
email

Signed Checksum
43a1ef776f5d7d56f31c397f2fa1d81cf2b8867dccb3dee390e89363f82b3603

Signer Sequencing
Disabled

Document Passcode
Disabled

eIDAS Authentication
Disabled

DOCUMENT DETAILS

Document Name
Executed-UPDATED-AARP and CSBD One Stop MOU 2026-signed-certificate

Filename
Executed-UPDATED-AARP_and_CSBD_One_Stop_MOU_2026-signed-certificate.pdf

Pages
6 pages

Content Type
application/pdf

File Size
154 KB

Original Checksum
ccadcf549ec4098b7a4b9152d375641b818d360ba18d036082e9b5ce51e9f36f

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Mayor Josh Levy	Status signed	Viewed At 07/01/2026 11:49:10 AM EDT
Email jlevy@hollywoodfl.org	Multi-factor Digital Fingerprint Checksum 4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945	Identity Authenticated At 07/01/2026 11:49:42 AM EDT
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AUDITS

TIMESTAMP	AUDIT
07/01/2026 10:01:56 AM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document 'Executed-UPDATED-AARP_and_CSBD_One_Stop_MOU_2026-signed-certificate.pdf' on Chrome via Windows from 67.23.70.69.
07/01/2026 10:01:56 AM EDT	Mayor Josh Levy (jlevy@hollywoodfl.org) was emailed a link to sign.
07/01/2026 11:49:10 AM EDT	Mayor Josh Levy (jlevy@hollywoodfl.org) viewed the document on Chrome Mobile iOS via iOS from 162.197.163.159.
07/01/2026 11:49:42 AM EDT	Mayor Josh Levy (jlevy@hollywoodfl.org) authenticated via email on Chrome Mobile iOS via iOS from 162.197.163.159.
07/01/2026 11:49:42 AM EDT	Mayor Josh Levy (jlevy@hollywoodfl.org) signed the document on Chrome Mobile iOS via iOS from 162.197.163.159.

**Memorandum of Understanding
for Workforce Development Partners**

By and between CareerSource Broward
And
Florida Department of Education, Division of Vocational Rehabilitation
SA-723

Section 1. Parties

This Memorandum of Understanding ("MOU") is entered into between CareerSource Broward, ("CSBD"); and the Florida Department of Education, Division of Vocational Rehabilitation ("Partner"). CSBD and Partner are collectively referred to as the "Parties" and individually as a "Party."

Section 2. Purpose

The Workforce Innovation and Opportunity Act of 2014 ("WIOA") Sec. 121(c)(1) requires the local workforce development board, with the agreement of the Chief Local Elected Officials (CLEOs), to develop and enter into a MOU between the local workforce development board and the One-Stop Partners concerning the operation of the One-Stop delivery system in a local area.

The purpose of this MOU is to describe the cooperative workforce training and employment efforts of CSBD and Partner and the actions to be taken by each to establish and maintain an effective and successful One-Stop delivery system. The infrastructure funding agreement establishes a financial plan, including terms and conditions, to fund the services and operating costs of the One-Stop delivery system.

This MOU establishes how resources will be coordinated, prevents duplication of services and ensures the effective and efficient delivery of workforce services in the county(ies) represented by CSBD.

The Parties agree to coordinate and perform the activities and services described herein within the scope of legislative requirements governing the parties' respective programs, services and agencies.

Section 3. Partners in the One-Stop Delivery System

Pursuant to [20 CFR 678.400](#), required One-Stop partners are the entities responsible for administering the following programs and activities in the local area:

1. Programs authorized under Title I of WIOA, including:
 - a. Adults
 - b. Dislocated workers
 - c. Youth
 - d. Job Corps
 - e. YouthBuild
 - f. Native American programs
 - g. Migrant and seasonal farmworker programs

2. The Wagner-Peyser Act Employment Service program authorized under the Wagner-Peyser Act ([29 U.S.C. 49](#) et seq.), as amended by WIOA Title III.
3. The Adult Education and Family Literacy Act (AEFLA) program authorized under Title II of WIOA.
4. The Vocational Rehabilitation (VR) program authorized under Title I of the Rehabilitation Act of 1973 ([29 U.S.C. 720](#) et seq.), as amended by WIOA Title IV.
5. The Vocational Rehabilitation (VR) program authorized under Title I of the Rehabilitation Act of 1973 ([29 U.S.C. 720](#) et seq.), as amended by WIOA Title IV (Division of Blind Services).
6. The Senior Community Service Employment Program (SCSEP) authorized under Title V of the Older Americans Act of 1965 ([42 U.S.C. 3056](#) et seq.) (Florida Department of Elder Affairs).
7. Career and technical education programs at the postsecondary level authorized under the Carl D. Perkins Career and Technical Education Act of 2006 ([20 U.S.C. 2301](#) et seq.) (Perkins V).
8. Trade Adjustment Assistance activities authorized under chapter 2 of Title II of the Trade Act of 1974 ([19 U.S.C. 2271](#) et seq.).
9. Jobs for Veterans State Grants programs authorized under [chapter 41 of Title 38, U.S.C.](#)
10. Employment and training activities carried out under the Community Services Block Grant ([42 U.S.C. 9901](#) et seq.).
11. Employment and training activities carried out by the Department of Housing and Urban Development.
12. Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law) (Reemployment Services and Eligibility Assessment Program) (RESEA).
13. Programs authorized under sec. 212 of the Second Chance Act of 2007 ([34 U.S.C 10631](#)).
14. Temporary Assistance for Needy Families (TANF) authorized under part A of Title IV of the Social Security Act ([42 U.S.C. 601](#) et seq.) (Florida Department of Children and Families).

Section 4. Provision of Services

- A. One-Stop Services. The following services will be provided through the local One-Stop delivery system:
 1. Business Services:
 - a. Make labor exchange activities and labor market information available to local employers.
 - b. Develop relationships and networks with large and small employers and their intermediaries.
 - c. Develop, convene, or implement industry/sector partnerships.
 - d. Provide appropriate recruitment and other business services on behalf of employers, including information and referrals to specialized business services other than those traditionally offered through the One-Stop delivery system.
 2. Job Seeker Services:
 - a. Provide basic career services, including:

1. Determinations of whether the individual is eligible to receive assistance;
 2. Outreach, intake and orientation;
 3. Opportunity for individuals to apply for TANF assistance and non-assistance benefits and services;
 4. Initial assessment of skill levels including literacy, numeracy, and English language proficiency, as well as aptitudes, abilities (including skills gaps) and supportive services needs;
 5. Labor exchange services, including job search and placement assistance, including career counseling as specified in 20 CFR 678.430(a)(4);
 6. Referrals to and coordination of activities with other programs and services, including those within the One-Stop delivery system and, when appropriate, other workforce development programs;
 7. Workforce and labor market employment statistics information, including the provision of accurate information relating to local, regional and national labor market areas, including:
 - a. Job vacancy listings in labor market areas;
 - b. Information on job skills necessary to obtain the vacant jobs listed; and
 - c. Information relating to local occupations in demand and the earnings, skill requirements and opportunities for advancement for those jobs;
 8. Performance information and program cost information on eligible providers of education, training and workforce services by program and type of providers;
 9. Information about how the local area is performing on local performance accountability measures;
 10. Information about the availability of supportive services or assistance and appropriate referrals to such, including: childcare; child support; medical or child health assistance available through the state's Medicaid program and Children's Health Insurance Program; benefits under SNAP; assistance through the earned income tax credit; and assistance under TANF and other supportive services and transportation provided through that program;
 11. Information and meaningful assistance to individuals seeking assistance in filing a claim for unemployment compensation; and
 12. Assistance in establishing eligibility for programs of financial aid assistance for training and education programs not provided under WIOA.
- b. Provide individualized career services, including:
1. Comprehensive and specialized assessments of the skill levels and service needs of adults and dislocated workers;
 2. Development of an individual employment plan;
 3. Group and/or individual counseling;
 4. Career planning;
 5. Short-term pre-vocational services;

6. Internships and work experiences that are linked to careers;
 7. Workforce preparation activities;
 8. Financial literacy services;
 9. Out-of-area job search assistance and relocation assistance;
 10. English language acquisition and integrated education and training programs;
 11. Follow-up services, as appropriate, including counseling regarding the workplace, for participants in adult or dislocated worker workforce investment activities who are placed in unsubsidized employment, for up to 12 months after the first day of employment;
 12. Employment services and related support being provided by the TANF program that qualify as career services.
- c. Provide Training Services, including:
1. Occupational skills training, including training for non-traditional employment;
 2. On-the-job training;
 3. Incumbent worker training;
 4. Programs that combine workplace training with related instruction, which may include cooperative education programs;
 5. Training programs operated by the private sector;
 6. Skills upgrading and retraining;
 7. Entrepreneurial training;
 8. Transitional jobs;
 9. Job readiness training;
 10. Adult education and literacy activities; and
 11. Customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training.
- d. Provide Youth Services, including:
1. Tutoring, study skills training, instruction and evidence-based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent or for a recognized post-secondary credential;
 2. Alternative secondary school services, or dropout recovery services, as appropriate;
 3. Paid and unpaid work experiences that have academic and occupational education as a component of the work experience;
 4. Occupational skill training;
 5. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;
 6. Leadership development opportunities, including community service and peer-centered activities encouraging responsibility and other positive social and civic behaviors;
 7. Supportive services;
 8. Adult mentoring;

9. Follow-up services;
 10. Comprehensive guidance and counseling;
 11. Financial literacy education;
 12. Entrepreneurial skills training;
 13. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area; and
 14. Activities that help youth prepare for and transition to postsecondary education and training.
3. Access to programs and activities carried out by One-Stop partners listed in 20 CFR §§ 678.400 through 678.410, including the Employment Service program authorized under the Wagner-Peyser Act, as amended by WIOA Title III (Wagner-Peyser Act Employment Service program).
- B. Access to Services. The Parties will make their program services accessible to job seekers, whether they are physically housed within a career center or provided virtually through the One-Stop delivery system by:
1. Exchanging participant's eligibility requirements for their workforce funding streams, identifying their program career services, and designating services and activities that may be appropriate for integration into the One-Stop delivery system.
 2. Jointly developing and participating in cross-training of frontline staff to assure an understanding of the activities, support services and constraints applicable to joint partner workforce funding streams.
 3. Coordinating outreach and recruitment through links on each other's websites.
- C. Coordinating Services. The Parties shall coordinate and deliver program services (including workforce services) as appropriate through the One-Stop delivery system by:
1. Seeking opportunities to share resources and reduce duplication of activities to streamline services for participants and improve frontline staff efficiency such as co-locating in a comprehensive or affiliate One-Stop location site and by establishing direct linkages through technology as provided in 20 CFR 678.305(d).
 2. Working together on enhancing employer engagement to build a demand-driven system, improve business services and match participants with work-based learning opportunities.
 3. Promoting continuous improvement through the coordination of staff training to provide frontline staff with information and knowledge regarding each other's services.
 4. Participating in the One-Stop delivery system consistent with the terms of this MOU and the requirements of federal and state laws authorizing the program or activities and any related grant agreements.
- D. Cross Referral. The Parties will implement policies and procedures that encourage the referral of participants to each other as appropriate by:
1. Reviewing their individual program policies, procedures and processes to align them to the extent allowed by each program's specific laws and regulations, to better serve participants through cross referral, sequential or co-enrollment as may best benefit the participant.
 2. Using established methods for follow-up and reporting to each other on the services provided to the participant and the outcomes obtained.

3. If applicable, additional information on cross-referral policies and procedures is outlined in Attachment. Not applicable.
- E. Information Sharing. The Parties agree that the collection, use and disclosure of participant records, including, but not limited to, participants' personally identifiable information (PII), is subject to various requirements set forth in federal and state privacy laws. Partner acknowledges that the execution of this MOU, by itself, does not function to satisfy all of these requirements. The Parties agree to comply with the following, as applicable: 29 CFR 38.41, governing the collection and maintenance of equal opportunity data and other information; 20 USC 1232g and 34 CFR Part 99 (the Family Educational Rights and Privacy Act and implementing regulations); 34 CFR 361.38 (Vocational Rehabilitation and Blind Services confidentiality regulations); and 20 CFR Part 603 (regulations governing confidentiality and disclosure of state unemployment compensation information).
- F. Each Party will train its staff in the protection, use, and disclosure requirements governing PII and any other confidential data for all applicable programs.
- G. Accessibility. The Parties will ensure access for workers, youth and individuals with barriers to employment, including the use of technological tools, in each of the One-Stop centers and affiliate locations. The Parties will offer priority for services to recipients of public assistance, other low-income individuals, or individuals who are skills deficient for individualized career services and training services funded with WIOA adult funds. Job seekers and businesses must be able to access all information relevant to them via visits to One-Stop centers as well as through electronic means and direct linkages to workforce partner programs. The Parties will provide reasonable accommodations for individuals with disabilities in accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. Assistive technology, accessible format and language translation services will be made available and used as needed. The local workforce development board will either collocate WIOA youth program staff at One-Stop centers and/or ensure One-Stop centers and staff are trained to serve youth and equipped to advise youth to increase youth access to services and connect youth to the program that best aligns with their needs.

Section 5. Funding of Infrastructure and Operating Costs

Costs of the infrastructure of the One-Stop career centers will be funded in accordance with **N/A - Infrastructure Funding Agreement**, incorporated herein by reference. As required by 20 CFR 678.755, the Parties agree that the infrastructure and shared services budget will be periodically reconciled against actual costs incurred and adjusted accordingly to ensure that it reflects a cost allocation methodology that demonstrates how infrastructure costs are charged to each partner in proportion to its use of the One-Stop center and relative benefit received and that complies with [2 CFR part 200](#). The State of Florida's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Legislature.

Section 6. Term

This MOU is effective July 1, 2026, or upon the date of the last required signature, whichever is later, through June 30, 2029, unless the MOU is terminated by either Party in accordance with the terms set forth herein.

Section 7. Modification and Renewal

- A. This MOU will be reviewed, and if substantial changes have occurred, renewed, not less than once every three (3)-year period to ensure appropriate funding and delivery of services.
- B. The MOU must be updated not less than every three (3) years to reflect any changes in the signatory official of CSBD, One-Stop partners, chief elected officials or One-Stop infrastructure funding.
- C. This MOU may be amended or modified by mutual consent of the Parties, by the issuance of a written amendment executed by the Parties.
- D. The Parties may choose to include, via addendum to this MOU, other provisions that are consistent with WIOA Title I, the authorizing statutes, regulations of One-Stop partner programs and the WIOA regulations.

Section 8. Termination

- A. Either Party may terminate this MOU for convenience by giving 30 days' written notice pursuant to Section 9 (Notice).
- B. In the event of termination, the Parties will convene within 60 days to renegotiate a mutually acceptable replacement MOU, if required by law to do so.

Section 9. Notice

- A. All notices required to be given to CSBD under this MOU shall be sufficient when emailed, hand delivered or mailed to CSBD at its office located at 2890 W. Cypress Creek Rd, Ft. Lauderdale, FL 33309, addressed to the President/CEO or via email at chylton@careersourcebroward.com.
- B. All notices required to be given to Partner under this MOU shall be sufficient when emailed, hand delivered or mailed to Partner at its office located at 325 W. Gaines Street, Suite 1144, Tallahassee, FL 32399-0400.

Section 10. Nondiscrimination

The Parties agree to comply with the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.); on the basis of disability under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794); on the basis of sex under Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.); or on the basis of race, color, or national origin under Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.). The Parties agree that no individual shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or denied employment in the administration of or in connection with, any program or activity relating to the operation of the one-stop delivery system because of race, color, religion, sex (except as otherwise permitted under Title IX of the Education Amendments of 1972), national origin, age, disability or political affiliation or belief.

Section 11. Confidentiality

The Parties agree to abide by all applicable federal, state and local laws and regulations regarding confidential information, including, but not limited to: 20 CFR part 603, 45 CFR section 205.50, 20 USC 1232g and 34 CFR part 99 and 34 CFR 361.38. Each Party will ensure that the collection and use of any information, systems, or records that contain personally identifiable information

("PII") and other confidential/exempt information will be limited to purposes that support the programs and activities described in this MOU and will comply with applicable law. Each Party will ensure that access to software systems and files under its control that contain PII or other personal or confidential information will be limited to authorized staff members who are assigned responsibilities in support of the services and activities described herein and will comply with applicable law. Each Party expressly agrees to take measures to ensure that no PII or other personal or confidential information is accessible by unauthorized individuals.

To the extent that confidential information needs to be shared amongst the Parties for the Parties' performance of their obligations under this MOU, and to the extent that such sharing is permitted by applicable law, any required data sharing agreements will be created and required confidentiality and ethical certifications will be signed by authorized individuals.

Section 12. Disputes Resolution

If an issue arises involving this MOU, Parties will make every effort to reach a resolution in a timely and efficient manner. Any party may request a face-to-face meeting of the local partners to identify and discuss the issue. If resolved and no further action is deemed necessary by the partners, the issue and the resolution will be documented in writing. If not resolved, the issue and the efforts to resolve will be documented and forwarded to the Executive Director of the local workforce development board and the Director of the partner agency. A joint decision will be issued within 60 calendar days of receipt. A partner that is dissatisfied with the decision may file the dispute with the Florida Department of Commerce ("Florida Commerce") and the Florida Department of Education ("DOE") for resolution. Florida Commerce and DOE may remand the issue back to the Executive Director of the local area and to the director of the partner agency or impose other remedies to resolve the issue.

Section 13. Signatures

IN WITNESS WHEREOF, Partner and CareerSource Broward have caused this MOU to be duly executed as of the date set forth below.

The MOU must contain the signatures of the Chief Local Elected Official(s). Any changes in the signatory official of the board, One-Stop partners and Chief Local Elected Officials must be reflected in the current MOU. The MOU must be updated at least once every three (3) years and included in the local board's WIOA Workforce Services'

INTENTIONALLY LEFT BLANK

APPROVED BY:

CAREERSOURCE BROWARD

NAME: CAROL HYLTON

SIGNATURE: *Carol Hylton*

TITLE: PRESIDENT/CEO

DATE: 06/10/2026

APPROVED BY PARTNER:

DEPARTMENT OF EDUCATION

NAME: ANASTASIOS KAMOUTSAS

SIGNATURE: *AK*

TITLE: COMMISSIONER OF EDUCATION

DATE: 6/27/26

APPROVED BY CHIEF LOCAL ELECTED OFFICIAL:

JOSH LEVY/MAYOR OF HOLLYWOOD

NAME: JOSH LEVY

SIGNATURE: *Mayor Josh Levy*

TITLE: MAYOR

DATE: 07/01/2026

SIGNATURE CERTIFICATE



REFERENCE NUMBER

768005C2-6189-4B87-A28B-8055F0D6CCE4

TRANSACTION DETAILS	DOCUMENT DETAILS
Reference Number 768005C2-6189-4B87-A28B-8055F0D6CCE4	Document Name EXECUTED Voc Rehab and CSBD 2026 One-Stop MOU-SA-723 Executed MOU
Transaction Type Signature Request	Filename EXECUTED_Voc_Rehab_and_CSBD_2026_One-Stop_MOU-SA-723_Executed_MOU.pdf
Sent At 07/01/2026 03:35:28 PM EDT	Pages 9 pages
Executed At 07/01/2026 03:55:26 PM EDT	Content Type application/pdf
Identity Method email	File Size 208 KB
Distribution Method email	Original Checksum 56257d4fb0e078461224ace3179eda121c338ef5fe827411348717a64004e913
Signed Checksum 64db8f6c2de26b9ba6ba93d849e31c402fde11c56f35045b8844b98c717a2e9b	
Signer Sequencing Disabled	
Document Passcode Disabled	
eIDAS Authentication Disabled	

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Mayor Josh Levy	Status signed	Viewed At 07/01/2026 03:55:08 PM EDT
Email jlevy@hollywoodfl.org	Multi-factor Digital Fingerprint Checksum 4f53cda18c2baa0c0354bb5f9a3ecbe5ed12ab4d8e11ba873c2f11161202b945	Identity Authenticated At 07/01/2026 03:55:26 PM EDT
Components 2	IP Address 71.196.96.129	Signed At 07/01/2026 03:55:26 PM EDT
	Device Chrome Mobile iOS via iOS	
	Typed Signature 	
	Signature Reference ID 341B4847	

AUDITS

TIMESTAMP	AUDIT
07/01/2026 03:35:29 PM EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document 'EXECUTED_Voc_Rehab_and_CSBD_2026_One-Stop_MOU-SA-723_Executed_MOU.pdf' on Chrome via Windows from 67.23.70.69.
07/01/2026 03:35:29 PM EDT	Mayor Josh Levy (jlevy@hollywoodfl.org) was emailed a link to sign.
07/01/2026 03:55:08 PM EDT	Mayor Josh Levy (jlevy@hollywoodfl.org) viewed the document on Chrome Mobile iOS via iOS from 71.196.96.129.
07/01/2026 03:55:26 PM EDT	Mayor Josh Levy (jlevy@hollywoodfl.org) authenticated via email on Chrome Mobile iOS via iOS from 71.196.96.129.
07/01/2026 03:55:26 PM EDT	Mayor Josh Levy (jlevy@hollywoodfl.org) signed the document on Chrome Mobile iOS via iOS from 71.196.96.129.