



College of Central Florida
Enterprise Center, Building 42
3003 SW College Rd, Suite 206
Ocala, FL 34474

Executive Committee Meeting

AGENDA

Wednesday, July 28, 2021 – 10:00 a.m.

Join Zoom Meeting: <https://us02web.zoom.us/j/89405943476>

Phone No: 1-646-558-8656 (EST) Meeting ID: 894 0594 3476

Call to Order		K. Baxley
Roll Call		C. Schnettler
Approval of Minutes, June 2, 2021	Pages 2 - 4	K. Baxley

DISCUSSION ITEMS

State Update		R. Skinner
Workforce Issues that are Important to our Community		R. Skinner

PUBLIC COMMENT

ACTION ITEMS

Individual Training Account (ITA) Waiver Request	Pages 5 - 9	C. Weaver
Payroll Services	Page 10	C. LeCouris
Eckerd Performance Payment	Page 11	C. Weaver
Electrical, Construction and Masonry Apprenticeship	Page 12	C. LeCouris
WTC Program Additions	Pages 13	C. LeCouris
FWDA Summit Sponsorship	Page 14	R. Skinner
Nature Coast Business Development Council Agreement	Page 15 - 19	R. Skinner

PROJECT UPDATES

None

MATTERS FROM THE FLOOR

ADJOURNMENT

2021 – 2022 MEETING SCHEDULE

Performance/ Monitoring	Business and Economic Development	Career Center	Marketing/ Outreach	Executive	Full Board	
All in-person committee meetings are held at the CF Ocala Campus, Enterprise Center, Room 206. All teleconference meetings will be held through Zoom.						
Tuesday, 9:00 am	Thursday, 9:00 am	Thursday, 9:30 am	Wednesday, 9:00 am	Wednesday, 9:30 am	Wednesday, 11:30 am	
8/10/2021	8/12/2021	8/19/2021	8/25/2021	9/1/2021	9/8/2021	CF Levy
11/9/2021	11/18/2021 11 am	11/18/2021	11/17/2021	12/1/2021	12/8/2021	CF Ocala
2/8/2022	2/10/2022	2/17/2022	2/23/2022	3/2/2022	3/9/2022	CF Lecanto
5/10/2022	5/12/2022	5/19/2022	5/25/2022	6/1/2022	6/8/2022	CF Ocala

OUR VISION STATEMENT

To be recognized as the number one workforce resource in the state of Florida by providing meaningful and professional customer service that is reflected in the quality of our job candidates and employer services.



**CAREERSOURCE CITRUS LEVY MARION
Executive Committee**

MINUTES

DATE: June 2, 2021
PLACE: 3003 SW College Road, Suite 206
Ocala, FL 34474
TIME: 9:30 a.m.

MEMBERS PRESENT

Albert Jones
Brandon Whiteman
Charles Harris
Pete Beasley
Rachel Riley
Ted Knight

MEMBERS ABSENT

Kimberly Baxley, Chair
Fred Morgan

OTHER ATTENDEES

Rusty Skinner, CSCLM
Dale French, CSCLM
Cory Weaver, CSCLM
Kim Bisbee, Public Attendee

Cindy LeCouris, CSCLM
Cira Schnettler, CSCLM
Robert Stermer, CSCLM Attorney

CALL TO ORDER

In Kim Baxley's absence, Brandon Whiteman chaired the meeting. The meeting was called to order by Brandon Whiteman, Vice-Chair, at 9:32 a.m.

ROLL CALL

Cira Schnettler called roll and a quorum was declared present.

APPROVAL OF MINUTES

Al Jones made a motion to approve the minutes from the May 24, 2021, meeting. Pete Beasley seconded the motion. Motion carried.

DISCUSSION ITEMS

State/Local Update

Rusty Skinner stated that Cory Weaver was attending the Red Rock groundbreaking in Ocala. The prospective property will be home to 1 million-square-foot warehouse facility.

Workforce Issues that are Important to our Community

The committee did not have other issues to discuss.

NAWB Award

Rusty Skinner announced to the committee that CareerSource CLM and the CEP were awarded the Laurie Moran Partnership Award by NAWB. We will be accepting the award virtually. The award letter noted that CLM and the CEP were chosen by the Awards Committee, based on the strong collaboration and positive outcomes, with a long-term vision for continued growth in employment opportunities for the people served in the region.

PUBLIC COMMENT

None

ACTION ITEMS

FWDA Membership

Rusty Skinner notified the committee that FWDA has revised their By-Laws and is now requiring two members from each region. Kathy Judkins has a well-rounded understanding of the workforce system and has accepted the role. Al Jones made a motion to approve Kathy Judkins serving as a member of the FWDA. Charles Harris seconded the motion. Motion carried.

Florida Department of Corrections Grant

Dale French updated the committee on the Department of Corrections grant. Currently, an employee is on site at the Lowell Corrections facility two days a week. The original grant was halted due to the pandemic and is going to be re-launched for the 2021-2022 program year. Charles Harris made a motion to approve moving forward with a formal grant agreement with WIN to provide re-entry services at Lowell Corrections for program year 2021-2022. Al Jones seconded the motion. Motion carried.

2021/2022 Budget

Dale French reviewed the budget, noting reductions in the preliminary numbers from the State. He also stated that there will not be staff increases this program year and vacant positions that are not grant based or critical to operations will not be filled. He also noted the increases in the health insurance. The Marketing budget will be adjusted, and internal opportunities will be evaluated to create a plan going forward. We will be shifting focus to a more digital marketing plan versus print. The final budget will be presented at the September board meeting. Al Jones made a motion to approve the budget. Charles Harris seconded the motion. Motion carried.

Region 6 Agreement

Dale French stated that the Region 6 financial services agreement is up for renewal. The partnership has been working well. Al Jones made a motion to accept and execute the financial services agreement with Region 6. Pete Beasley seconded the motion. Motion carried.

Telework Agreement

Dale French presented the outline of the telework policy for staff. This new policy is an additional incentive and benefit to the staff. The policy would be added to our existing personnel handbook. The concept was well received by the Executive committee. Pete Beasley made a motion to approve the adoption of the telework flex day policy. Charles Harris seconded the motion. Motion carried.

PROJECT UPDATES

None

MATTERS FROM THE FLOOR

None

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:15 a.m.

APPROVED: _____



RECORD OF ACTION/APPROVAL

Executive Committee Meeting Wednesday, July 28, 2021

TOPIC/ISSUE:

50% ITA allocation waiver request

BACKGROUND:

Section 445.003(3)(a)(1) of Florida statute requires that: “...50 percent of the Title I funds for Adults and Dislocated Workers which are passed through to local workforce development boards shall be allocated to and expended on Individual Training Accounts unless a local workforce development board obtains a waiver from CareerSource Florida, Inc.”

POINTS OF CONSIDERATION:

We are currently operating on a granted waiver that permits us to allocate 25% of our funds to customer ITAs (and qualifying cost categories). This waiver has allowed us to be more flexible in staffing patterns to react quickly to changing economic needs of the region, particularly in a year when COVID-19 has impacted business and candidate training needs. This waiver also permits us to use more funding to provide supportive services to the hardest to serve populations. On average, 35% of our funding is allocated to ITAs each year.

STAFF RECOMMENDATIONS:

Approve the submission of the 2021 ITA allocation waiver extension request.

COMMITTEE ACTION:

BOARD ACTION:



careersourceclm.com

CareerSource Florida
Tallahassee, FL 32317

CareerSource Florida Board of Directors:

In compliance with Section 445.003(3)(a)(1) Florida Statute, CareerSource Citrus Levy Marion is formally requesting a 25% waiver on the Individual Training Account Expenditure Requirement.

The attached request includes all necessary items as specified in Administrative Policy Number 074.

Please contact me with any questions.

Sincerely,

Thomas E. Skinner, Jr.
Chief Executive Officer

Section 1: Local Training Needs and Business Focus

Per CareerSource Administrative Policy 074, Individual Training Account (ITA) waiver requests must show a lack of demand for authorized training services. As in most areas in Florida, demand for training in Area 10 has decreased drastically throughout the COVID-19 pandemic. Businesses are looking to hire talent quickly, with less of an emphasis on formalized training. Unfortunately, the pandemic has also had a serious impact on the work-readiness of our talent pool. Most individuals returning to the workforce have been unemployed for 6 months to a year at this point and require a higher level of assessment, employment plan development and ongoing employment preparation services. These services include one-on-one counseling, workshops, resume development, and mock interviews. This need for more individualized career services requires our ability to focus WIOA funding to where it is most advantageous to the current talent pool. At this time that focus is needed in career services, thus reducing our ability to focus wholly on Individual Training Accounts (ITAs).

LWDB 10 has continued to expand efforts to use work-based training as an on-ramp to employment for our current talent pool. As many jobseekers begin to shift their focus to reemployment, we have found that work-based learning such as On the Job Training (OJT) and Paid Internship/Paid Work Experience have a far greater impact for those returning to the workforce. Because work-based training is designed to remediate skills gaps, the candidates must be better prepared to market their skills and positive attributes. Work-based training opportunities require more staff time to develop and tailor for each trainee. Candidate assessments and training plan development require a much more hands on approach than does traditional classroom enrollment since each opportunity is crafted specifically for the trainee.

As many in our talent pool hesitate to return to the workforce the search for skilled talent continues to be a challenge. Recruitment of candidates for higher skilled positions poses a problem as many of the skilled workers do not necessarily need to visit a workforce office to find employment and remain in the 'virtual' talent pool. This, however, does not reduce the demand from the businesses seeking our services that prefer we seek out, screen and pre-qualify applicants. We are increasing our efforts to locate this hidden talent and bring it into our offices where we can make connections with the businesses requesting our services. An increased focus on Business Services and talent sourcing, however, requires more staff hours that reduce our ability to meet ITA allocation requirements. As we continue to contend with the ongoing effects of the pandemic, we must shift our focus toward the needs of the business community in order to meet their increased demand.

In short, we continue to experience a need to focus on career service provision to balance the needs of both our customers – businesses and candidates.

Section 2: Local Impact of ITA Requirements

Since the time of the 50% ITA requirement CareerSource Citrus Levy Marion has continued to see budget reductions. The total in budget reductions between 2012 and 2021 has been 21%. We have also experienced a reduction in formula funding of 9.1%

for the current program year compared to the previous program year. In 2011 CSCLM began anticipating ongoing budget reductions and performed a complete organizational restructuring. The elimination of the primary service provider, delivery of direct services and compression of management resulted in over \$400,000.00 in annual savings. These funds were made available for the addition of two mobile resource units and additional staff for heightened business and candidate services in the rural areas of counties.

Additionally, LWDB 10 is ramping up our efforts to expand apprenticeship opportunities throughout our three-county area. These expansion efforts are increasing our need for more business and educational provider mediation and outreach. As we work through the process of apprenticeship establishment, we have become aware of our need to be more active in the coordination, planning and sponsorship of apprenticeship opportunities. All these activities require a more staff-intensive approach that will reduce our available ITA enrollment but will have long lasting positive impacts in our local economy.

It is worth noting that despite having operated on a 25% waiver since 2012 we have consistently maintained an ITA expenditure rate between 30% and 35%. The total expenditure for this program year continues to average 35%. However, the ability to maintain the waiver has given us the flexibility to remain nimble during economic shifts and special initiative launches to ensure we maintain a high level of service where needed. This is particularly critical under the current fluctuating economic climate. Additionally, the 10% difference in requested waiver reduction will help offset our near 10% reduction in formula funding.

It is our intent with increased focus on Business Services and work-based training to develop more training and employment opportunities through our highly successful On-the-Job Training (OJT), Customer Business Training (Employed Worker) and Paid Internship and Work Experience programs. Our goal is to connect our current difficult to serve population with businesses that can provide work-based training while providing the trainee an opportunity to earn a self-sufficient wage. Entry- and mid-skilled positions in warehousing, logistics and construction provide sound on-ramps to career pathways in these industries and are well suited for On-the-Job Training and Paid Work Experience when combined with short term classroom or 'bootcamp' style training in lieu of traditional classroom-based training.

Continued reduction in funding paired with the need for increased staff resources to respond to targeted sector partnerships (shift toward increased Business Services), increased demands for heightened screening and recruitment of talent, additional business requirements, a shift toward experiential training (made most successful through ability to provide support services), and increased program development with our education partners support the need for the requested waiver under which we may allocate and expend 25% of WIOA funding to ITA activities.

Signature Page

Request for Extension

LWDB: 10

LWDB Name: CareerSource Citrus Levy Marion

Contact: Thomas E. Skinner, Jr.

Contact Number: 352-873-7939 ext. 1204

The Local Workforce Development Board seeks to extend its existing 50% Training Requirement Waiver. The current waiver permits for an ITA expenditure rate of 25%. This waiver is to be effective for the period of July 1, 2021 through June 30, 2022.

The signatures below certify agreement to the request for the extension submitted by the Local Workforce Development Board and the assurance that the Local Workforce Development Board will operate in accordance with this extension, its Workforce Services Plan, and applicable federal and state laws and regulations. Additionally, CSCLM agrees to accept any conditional changes to a granted waiver should CareerSource Florida determine that conditions warrant such a change.

Chief Elected Official

Local Workforce Development Board Chair

Signature

Jeff Gold

Name (printed or typed)

Consortium Chair

Title

Signature Date

Signature

Kim Baxley

Name (printed or typed)

Board Chair

Title

Signature Date



RECORD OF ACTION/APPROVAL

Executive Committee Meeting Wednesday, July 28, 2021

TOPIC/ISSUE:

Payroll Services Proposal Acceptance

BACKGROUND:

The board approved the procurement of a Payroll Services company to process payroll activities for our Paid Internship and Work Experience agreements on 12/9/2020. A Request for Proposal (RFP) was released on 04/23/2021. The two respondents did not meet the needs in the proposal based on service delivery and pricing. A re-release for the RFP was approved by the board on 6/09/2021.

POINTS OF CONSIDERATION:

Two responses were received on the RFP re-release, Quality Labor Management and CD Staffing.

Service quotes:

Quality Labor Management – 30.2% markup

CD Staffing – 30.0% markup

CD Staffing has extensive knowledge of CareerSource payroll services as it relates to both Paid Internship and Work Experience programs.

STAFF RECOMMENDATIONS:

Staff are seeking approval for the selection of CD Staffing to provide payroll services for CareerSource CLM for the period of August 1, 2021 through June 30, 2022. The contract would be renewable up to three additional program years (four years total) upon committee and board approval.

COMMITTEE ACTION:

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Executive Committee Meeting Wednesday, July 28, 2021

TOPIC/ISSUE:

Eckerd Performance Payment

BACKGROUND:

Eckerd's contract is based on cost reimbursement plus performance incentive for meeting Youth Positive Outcome numbers throughout the year. Per their contract, Eckerd must maintain an 80% positive outcome rate combined with payments based on the specific number of positive case closures. Eckerd's performance at the end of quarter four was 77.50%. The difference between meeting performance and not was three (3) case closures. This is mostly due to a directive by the DEO to close all cases that had remained open for a certain duration by June 30 with no exceptions.

POINTS OF CONSIDERATION:

Additional burden was placed on Eckerd's contractual deliverables throughout the pandemic with office closures, reduced hours and enhanced safety protocols that made it increasingly difficult to recruit young adults into the program. However, Eckerd has met their work experience percentage goals, experienced a programmatic monitoring by DEO with zero findings and zero other non-compliance issues and has maintained superior performance in the Youthbuild grant at a time when other grantees did not have any performance. The amount of incentive payment that was missed in the fourth quarter totals \$16,160.64. We feel that in consideration of the challenges we have experienced this year, the nominal shortage in performance should not overshadow the superior work that Eckerd has done and we should approve the fourth quarter performance incentive.

STAFF RECOMMENDATIONS:

Consider allowing staff to make the final fourth quarter performance incentive payment in the amount of \$16,160.64.

COMMITTEE ACTION:

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Executive Committee Meeting Wednesday, July 28, 2021

TOPIC/ISSUE:

Approval of the addition of programs from Marion Technical College (MTC) to the Area Targeted Occupation List (ATOL).

BACKGROUND:

All education entities that wish to be listed on CareerSource CLM's Area Targeted Occupation List (ATOL) must submit a Training Provider Application that includes performance data for each of the training programs they would like listed on the ATOL pursuant to CLM policy *OPS-28 Area Targeted Occupation List*.

Under Workforce Innovation and Opportunity Act (WIOA) Section 122 and 20 CFR part 680, Registered Apprenticeship Programs are automatically eligible to be included on the ETP list and are exempt from state and local ETP eligibility requirements.

POINTS OF CONSIDERATION:

MTC is currently a training provider and has submitted the following WIOA (Workforce Innovation and Opportunity Act) approved Registered Apprenticeship programs to be added to the ATOL.

Electrical Apprenticeship
Construction Apprenticeship
Masonry Apprenticeship

STAFF RECOMMENDATIONS:

Staff are seeking approval to add the above referenced WIOA approved MTC programs to our 2021/2022 ATOL.

COMMITTEE ACTION:

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Executive Committee Meeting Wednesday, July 28, 2021

TOPIC/ISSUE:

Approval of the addition of program from Withlacoochee Technical College (WTC) to the Area Targeted Occupation List (ATOL).

BACKGROUND:

All education entities that wish to be listed on CareerSource CLM's Area Targeted Occupation List (ATOL) must submit a Training Provider Application that includes performance data for each of the training programs they would like listed on the ATOL pursuant to CLM policy *OPS-28 Area Targeted Occupation List*.

POINTS OF CONSIDERATION:

WTC is currently a training provider and has submitted the required FETPIP information for the following program to be added to the ATOL.

Medical Assisting (83% Placement Rate)

STAFF RECOMMENDATIONS:

Staff are seeking approval to add the above referenced WTC program to our 2021/2022 ATOL.

COMMITTEE ACTION:

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Executive Committee Meeting Wednesday, July 28, 2021

TOPIC/ISSUE:

2021 Workforce Professional Development Summit

BACKGROUND:

FWDA has sponsored the Summit for over 10 years. The Summit is funded through registration fees and sponsorships. Traditionally CLM has sent staff and been a sponsor at the \$5,000 level.

Unlike previous years, DEO will not be providing state technical assistance grant funds to support the Summit. To compensate, FWDA has increased the registration fees and seeking sponsors. This year we expect a strong attendance (in the past over 600 have attended), but sponsor recovery has been slow.

POINTS OF CONSIDERATION:

CLM support will enhance the quality of the Summit

STAFF RECOMMENDATIONS:

Request approval of \$5,000 sponsorship from Unrestricted Funds.

COMMITTEE ACTION:

BOARD ACTION:



RECORD OF ACTION/APPROVAL

Executive Committee Meeting Wednesday, July 28, 2021

TOPIC/ISSUE:

Agreement with Nature Coast Business Development Council (NCBDC)

BACKGROUND:

Since Dave Pieklik took the Economic Development Director job in Citrus, we have been working with the NCBDC to find a replacement. To date, we and they have been unsuccessful in recruiting any applicants. NCBDC is, in many ways, like MRMA. They have an active Board but do not have an administrative apparatus. Dave was paid as a 1099 employee with no benefits. He was provided a car and phone. They get funding from Levy County to cover the salary and our funding, but do not appear to have other firm sources of funding. It is important for us that there exists an economic development organization in Levy County, and that there is some degree of separation from the government for it to be more effective.

After meeting with two Board members, Bob Krefting and George Buckner on the phone, we developed the attached proposal to assist them. This approach is similar to how we support MRMA, except that funding for the position will come from one of several grants that we are working on. Because it is important that they maintain Levy County funding when the position is funded out of grant funds, Bob and I met with Commissioner Rock Meeks. He was very supportive and appreciative and is presenting the proposal to the BOCC. The BOCC endorsed the approach and thanked CSCLM for assisting.

Several key points.

1. The proposal is for through September 30, 2022. By this time, it is expected that they will be able to secure a grant that will extend the position through 2023. There are several that could tie into other projects that they are exploring.
2. We will assist them with several projects that will also benefit us- a Wage and Benefits survey and helping us present Metrix to businesses in Levy.
3. We have talked with them about having an "investors drive" to secure non-governmental funding and I am reaching out to a person that may be able to help them .
4. Levy county has hired a grant coordinator who can help them apply for other, non- workforce grants.

POINTS OF CONSIDERATION:

Levy county presents unique challenges in business outreach. By developing a stronger relationship with NCBDC we will provide increased outreach capabilities and a better connection to the training needs of Levy County employers.

STAFF RECOMMENDATIONS:

Approve the agreement with NCBDC.

COMMITTEE ACTION:

BOARD ACTION:

**Agreement
Between
Nature Coast Business Development Council, Inc. (NCBDC)
And
CareerSource Citrus Levy Marion (CLM)**

This Agreement between the Nature Coast Business Development Council, Inc. (NCBDC) having an address of _____ and the Citrus Levy Marion Regional Workforce Development Board, Inc. DBA CareerSource Citrus Levy Marion (CLM) having an address of 3003 SW College Road, Suite 205, Ocala, FL 34474 is entered into effective the date set forth below.

WITNESSETH

Whereas, the Parties agree that each are mutually benefitted by the business relationship outlined in this agreement, and

Whereas, the Parties desire to work together to foster the economic and workforce development prospects in Levy County.

Now therefore it is agreed as follows:

1. Recruitment and Selection. CLM will actively recruit to fill the position of Executive Director, NCBDC, and provide interested candidates' information to the NCBDC for selection. NCBDC shall be responsible for selecting a candidate to fill the position.
2. Employment and Compensation. Upon selection and passage of a background check and drug screening, CLM will employ, on behalf of NCBDC, NCBDC's selection for Executive Director as a Program Manager (CLM title) at the rate agreed upon by NCBDC and the candidate, however, such rate shall lie within CLM Paygrade 109 (\$44,460-78,950 annually). The Executive Director (ED) will receive all benefits associated with employment by CLM.
3. Duties of the Executive Director. CLM will make the ED available to NCBDC to accomplish NCBDC's objectives, using initially using funds available through grant to CLM. This commitment is for the period of July 1, 2021 through September 30, 2022. After that period, NCBDC will be responsible for the funds necessary to retain the ED as a CLM employee. NCBDC will supervise the ED, assign work projects and tasks and evaluate the ED. CLM shall have no duty to supervise the ED but the ED shall be subject to CLM's personnel policies and code of conduct and shall be subject to discipline for any violation of the same.
4. Additional Benefits. NCBDC may, as it determines, provide other benefits to the ED and advise CLM of any such benefits to ensure that there is no overlap of benefits or duplication of costs. Such benefits may include use of an automobile and/or cell phone.

5. Facilities. CLM will either provide or arrange for the provision of office space and office equipment necessary for the ED to perform the duties and responsibilities of the NCBDC. If space is not in a CLM facility, NCBDC may be required to pay the cost of that space.
6. Grant Writing Assistance. CLM will assist the NCBDC in writing grants which promote the vision of the NCBDC or provide funding for the position of ED. Should such grants go directly to NCBDC, NCBDC agrees to reimburse CLM for any ED compensation provided by any such grant. If such grant(s) should be made to NCBDC through CLM, NCBDC agrees to allow CLM to recover any support costs or overhead included in the grant budget.
7. Additional Responsibilities of the ED. NCBDC and CLM recognize that there are projects which are not within any grant but that are potentially beneficial to both parties, and NCBDC agrees that, when approved by CLM and the NCBDC Board, such projects will be added to the ED's responsibilities. Examples of the foregoing include a Wage and Benefits Survey of Levy County employers and a Convening of Levy County businesses to discuss training needs and online training opportunities.
8. Fund-raising. NCBDC agrees that, with assistance from CLM and its ED, it will conduct an "investment campaign" designed to raise funds to stabilize the ED position funding and provide a reserve that can be used as cash match for any federal grant where such a match is required.
9. Promotion. CLM agrees that it will work with NCBDC to promote their partnership with local elected officials, business organizations and funding sources.
10. Referrals. NCBDC agrees that the ED will serve as a business outreach resource for CLM, referring prospective businesses to CLM's Business Development team for a follow-up contact.
11. Effective Date and Extension. This agreement is in effect beginning July 1, 2021 and ending midnight September 30, 2022. The agreement may be extended by the consent of both parties and the availability of grant or NCBDC revenues. Such an extension shall be in a form of an amendment to this agreement.
12. Termination. This Agreement may be terminated with or without cause by either party upon ten (10) days written notice to the other party.
13. No Assignment. This Agreement may not be assigned by either party without the prior written consent of the other party, which, because of the nature of the parties' respective obligations under this agreement, may be declined by such party for any reason or for no reason whatsoever.
14. Notices. Any notice or other communication required or permitted to be given under this Agreement must be in writing and will be deemed effective when delivered in person or sent by e-mail, facsimile, cable, telegram or telex, or by overnight courier or registered or certified mail, postage prepaid, return receipt requested, to the addresses set forth above.
15. Amendment. This Agreement may be amended, and the observance of any term may be waived (either prospectively or retroactively and either generally or in a particular instance) only by written amendment signed by authorized representatives of the parties to the agreement.

16. Choice of Law. This Agreement will be governed by and construed in accordance with the laws of the State of Florida without regard to doctrines of conflicts of laws.

17. No Third Party Beneficiaries. The only parties to this Agreement are CLM and NCBDC. There are no third party beneficiaries, including, but not limited to, the ED.

18. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes any and all prior oral or written understandings and agreements between the parties regarding the subject matter addressed in this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the _____ day of _____, 2021, and hereby agree to be bound by the terms and provisions set forth herein effective July 1, 2021.

Witnesses as to CLM:

Citrus Levy Marion Regional Workforce
Development Board, Inc.

By: _____
Its: _____

Witnesses as to NCBDC:

Nature Coast Business Development
Council, Inc.

By: _____
Its: _____