DE○	Division of Workforce Services	Bureau of One-Stop and Program Support Program Year 2021-22

Certification for Program Year 2021-22		
All requirements are per DEO Credentialing Guidance Paper OSPS-81, CSF Admin. Policy 92 and 93, and Federal law.		

Name and Number of LWDB: CareerSource CLM	R 10
Name and Location of Career Center: Marion County	14th St.
Name of individual completing this form: Kevin Harrison	
Date: 4/14/2022	

I am providing this form in connection with the DEO Local Workforce Development Board credentialing certification for PY 2021-2022. I confirm, to the best of my knowledge and belief, the following representations:

	Career Center Credentialing	Y/N	Comments
	Minimum Resource Room Requirements		
1	Are the following labor market publications and resources accessible to users? (y, n)		
2	Wage Conversion Posters (Note: Posters show hourly wages converted into weekly/monthly/annual earnings.)	Y/N	
3	Resource Guide (displays the Systems, Publications, and Reports available from the Labor Market Statistics Center)	Y	
4	Career Comics	Y	
5	Job Journey Occupational Career Posters	Y	
6	Occupational Highlights	Y	
7	Industry Profiles	Y	
8	Employment Projections Data	Y	
9	Occupational Employment Statistics and Wages	Y	
10	Career Information Delivery System (customized career decision making tools like CHOICES)	Y	
11	Career Infonet (http://www.careerinfonet.org/)	Y	
12	O*NET ONLINE (http://www.onetonline.org/)	Y	
13	Florida Research and Economic Information Database Application (FREIDA) http://freida.labormarketinfo.com/	Y	
14	State Eligible Training Provider List (ETPL) for the LWDA	Y	
15	Do computers have Internet Access?	Y	
16	Do the computers have a link to Employ Florida?	Y	
17	Is Employ Florida the MIS primarily used in the resource room for labor exchange services?	Y	
18	If no to #17, what is the labor exchange system/program being used?	Y	
19	Do basic software programs include technical skills self-assessment, resume building and interviewing skills?	Y	
20	Are staff available to provide assistance on the use of software programs using labor market information and other web-based resources?	Y	
	Posters required by Federal and State Law and Guidance		
21	Does the location display the following posters as required by law, in a place that is visible to customers? (y, n)		
22	"Employee Rights Under the National Labor Standards Act"	Y	
23	"Family and Medical Leave Act"	Y	
24	"If You Have A Complaint"	Y	
25	"Notice to Workers with Disabilities"	Y	
26	"Migrant & Seasonal Agriculture Worker Protection Act"	Y	
27	"Job Safety and Health Protection Occupational Safety and Health Act"	Y	
28	"Fair Labor Standards Act"	Y	
29	"Florida Law Prohibits Discrimination"	Y	
30	"Reemployment Assistance"	Y	
31	"Child Labor Laws"	Y	
32	"Interpretive Services" (One of three allowable posters)	Y	

#			
33	"Worker's Compensation Works for You"	Y	
34	"Employee Polygraph Protection Act (EPPA)"	Y	
35	"Uniformed Services Employment and Reemployment Rights Act (USERRA)"	Y	
36	"Equal Employment Opportunity is the Law"	Y	
37	"Florida Minimum Wage"	Y	
	Minimum Operating Hours		
38	Does the Career Center have standard operating hours for this site? (y, n) Please list days/hours in 'Comments' section.	Y	
39	Are the operating hours prominently posted? (y, n)	Y	
	Minimum Skills Standards/Certification for Front-Line Staff		
40	Does the LWDB ensure that all front line staff successfully complete the Florida Workforce Professional Tier I certification within one year of the employee start date-?	Y	
41	List the number of employees required to complete the Tier I certification during the previous program year.		In ATLAS
42	List the number of employees that successfully completed the Tier I certification during the previous program year.		In ATLAS
43	Attach the list of employees (defined as front line staff) required to complete the Tier I certification during the previous program year.		In ATLAS
44	Do front line staff have the following minimum skills required of a workforce professional?	Y	
45	Customer service training (y, n)	Y	
46	Communications skills training (y, n)	Y	
47	Basic computer software skills (y, n)	Y	
48	Specific programmatic training (y, n)	Y	
	Continuing Education Credits for Front Line Staff		
49	Does the LWDB ensure all front-line staff who received Tier I certification prior to the review period have 15 hours of continuing education credits completed by the staff's certification anniversary date? (y, n)	Y	
50	Attach the list of employees (defined as front line staff) required to complete the 15 hours of continuing education.		
	Minimum activities to be provided by the Career Center		
51	Are the following minimum activities provided **on-site**, by **referral** or by **internet** connection? (y, n)		If yes, indicate the manner in which these activities are provided.
52	WIOA Adult/Dislocated worker program	Y	
53	Veterans Workforce Investment programs	Y	
54	Migrant and Seasonal Farm Worker services	Y	
55	FDOE Farmworker Career Development Program	Y	
56	Indian and Native American programs	Y	
57	Job Corps	Y	
58	Youth Services	Y	
59	Wagner-Peyser Programs	Y	
60	Adult Education	Y	
61	Industrial Education	Y	
62	Vocational Rehabilitation	Y	
63	Older Worker Programs	Y	
64	Trade Adjustment Assistance	Y	
65	Veterans Employment and Training Services	Y	
66	Community Service Block Grant Activities	Y	
67	Employment and Training activities carried out by the Department of Housing and Urban Development	Y	
68	Unemployment Insurance Programs	Y	
69	Temporary Assistance for the Needy Families/ Welfare Transition	Y	
70	Supplemental Nutrition Assistance Program - Employment and Training	Y	
71	Supportive Services such as child care and transportation	Y	
72	Disability Specialist	Y	

Self Attestation:

I _____ Kevin Harrison _____ certify, to the best of my knowledge, that the above information provided as part of DEO's Credentialing process is true and correct.

Signature _____ *K J Harrison* _____   Date _____ 4/14/2022 _____

DE◯ Division of Workforce Services	Bureau of One-Stop and Program Support
FLORIDA DEPARTMENT ECONOMIC OPPORTUNITY	Program Year 2021-22

Certification for Program Year 2021-22
All requirements are per DEO Credentialing Guidance Paper OSPS-81, CSF Admin. Policy 92 and 93, and Federal law.

Name and Number of LWDB: *CareerSource Citrus Levy Marion Region 10*
Name and Location of Career Center: *Career Source CLM Chiefland FL*
Name of individual completing this form: *Career Center Supervisor*
Date: *4/15/2022*

I am providing this form in connection with the DEO Local Workforce Development Board credentialing certification for PY 2021-2022. I confirm, to the best of my knowledge and belief, the following representations:

	Career Center Credentialing	Y/N	Comments
	Minimum Resource Room Requirements		
1	Are the following labor market publications and resources accessible to users? (y, n)		
2	Wage Conversion Posters (Note: Posters show hourly wages converted into weekly/monthly/annual earnings.)	Y	
3	Resource Guide (displays the Systems, Publications, and Reports available from the Labor Market Statistics Center)	Y	
4	Career Comics	Y	
5	Job Journey Occupational Career Posters	Y	
6	Occupational Highlights	Y	
7	Industry Profiles	Y	
8	Employment Projections Data	Y	
9	Occupational Employment Statistics and Wages	Y	
10	Career Information Delivery System (customized career decision making tools like CHOICES)	Y	
11	Career Infonet (http://www.careerinfonet.org/)	Y	
12	O*NET ONLINE (http://www.onetonline.org/)	Y	
13	Florida Research and Economic Information Database Application (FREIDA) http://freida.labormarketinfo.com/	Y	
14	State Eligible Training Provider List (ETPL) for the LWDA	Y	
15	Do computers have Internet Access?	Y	
16	Do the computers have a link to Employ Florida?	Y	
17	Is Employ Florida the MIS primarily used in the resource room for labor exchange services?	Y	
18	If no to #17, what is the labor exchange system/program being used?		
19	Do basic software programs include technical skills self-assessment, resume building and interviewing skills?	Y	
20	Are staff available to provide assistance on the use of software programs using labor market information and other web-based resources?	Y	
	Posters required by Federal and State Law and Guidance		
21	Does the location display the following posters as required by law, in a place that is visible to customers? (y, n)		
22	"Employee Rights Under the National Labor Standards Act"	Y	
23	"Family and Medical Leave Act"	Y	
24	"If You Have A Complaint"	Y	
25	"Notice to Workers with Disabilities"	Y	
26	"Migrant & Seasonal Agriculture Worker Protection Act"	Y	
27	"Job Safety and Health Protection Occupational Safety and Health Act"	Y	
28	"Fair Labor Standards Act"	Y	
29	"Florida Law Prohibits Discrimination"	Y	
30	"Reemployment Assistance"	Y	
31	"Child Labor Laws"	Y	
32	"Interpretive Services" (One of three allowable posters)	Y	

33	"Worker's Compensation Works for You"	Y	
34	"Employee Polygraph Protection Act (EPPA)"	Y	
35	"Uniformed Services Employment and Reemployment Rights Act (USERRA)"	Y	
36	"Equal Employment Opportunity is the Law"	Y	
37	"Florida Minimum Wage"	Y	
Minimum Operating Hours			
38	Does the Career Center have standard operating hours for this site? (y, n) Please list days/hours in 'Comments' section.	Y	
39	Are the operating hours prominently posted? (y, n)	Y	
Minimum Skills Standards/Certification for Front-Line Staff			
40	Does the LWDB ensure that all front line staff successfully complete the Florida Workforce Professional Tier I certification within one year of the employee start date-?	Y	
41	List the number of employees required to complete the Tier I certification during the previous program year.	N/A	
42	List the number of employees that successfully completed the Tier I certification during the previous program year.	N/A	
43	Attach the list of employees (defined as front line staff) required to complete the Tier I certification during the previous program year.	N/A	
44	Do front line staff have the following minimum skills required of a workforce professional?	Y	
45	Customer service training (y, n)	Y	
46	Communications skills training (y, n)	Y	
47	Basic computer software skills (y, n)	Y	
48	Specific programmatic training (y, n)	Y	
Continuing Education Credits for Front Line Staff			
49	Does the LWDB ensure all front-line staff who received Tier I certification prior to the review period have 15 hours of continuing education credits completed by the staff's certification anniversary date? (y, n)	Y	
50	Attach the list of employees (defined as front line staff) required to complete the 15 hours of continuing education.		*Deana, Raquel, Sandra, Noreen, Lori, Sherri*
Minimum activities to be provided by the Career Center			
51	Are the following minimum activities provided **on-site**, by **referral** or by **internet** connection? (y, n)		If yes, indicate the manner in which these activities are provided.
52	WIOA Adult/Dislocated worker program	Y	on site
53	Veterans Workforce Investment programs	Y	on site
54	Migrant and Seasonal Farm Worker services	Y	on site
55	FDOE Farmworker Career Development Program	Y	referral
56	Indian and Native American programs	Y	referral
57	Job Corps	Y	referral
58	Youth Services	Y	on site (Eckerd)
59	Wagner-Peyser Programs	Y	on site
60	Adult Education	Y	online
61	Industrial Education	Y	referral
62	Vocational Rehabilitation	Y	referral
63	Older Worker Programs	Y	referral
64	Trade Adjustment Assistance	Y	on site
65	Veterans Employment and Training Services	Y	on site
66	Community Service Block Grant Activities	Y	online
67	Employment and Training activities carried out by the Department of Housing and Urban Development	N/A	
68	Unemployment Insurance Programs	Y	online
69	Temporary Assistance for the Needy Families/ Welfare Transition	Y	on site
70	Supplemental Nutrition Assistance Program - Employment and Training	Y	on site
71	Supportive Services such as child care and transportation	Y	referral
72	Disability Specialist	Y	referral

Self Attestation:

I _Sandra Moseley_ certify, to the best of my knowledge, that the above information provided as part of DEO's Credentialing process is true and correct.

Signature _Sandra Moseley_

Date _4/15/2022_

DE◐	Division of Workforce Services	Bureau of One-Stop and Program Support Program Year 2021-22

Certification for Program Year 2021-22
All requirements are per DEO Credentialing Guidance Paper OSPS-81, CSF Admin. Policy 92 and 93, and Federal law.

Name and Number of LWDB: 10

Name and Location of Career Center: CareerSource Citrus Levy Marion, Lecanto , FL

Name of individual completing this form: Christine Mestrovich – Center Manager

Date: 04/14/2022

I am providing this form in connection with the DEO Local Workforce Development Board credentialing certification for PY 2021-2022. I confirm, to the best of my knowledge and belief, the following representations:

	Career Center Credentialing	Y/N	Comments
	Minimum Resource Room Requirements		
1	Are the following labor market publications and resources accessible to users? (y, n)	Y	
2	Wage Conversion Posters (Note: Posters show hourly wages converted into weekly/monthly/annual earnings.)	Y	Resource room
3	Resource Guide (displays the Systems, Publications, and Reports available from the Labor Market Statistics Center)	Y	Resource Room
4	Career Comics	Y	Resource Room
5	Job Journey Occupational Career Posters	Y	Resource room
6	Occupational Highlights	Y	Resource room
7	Industry Profiles	Y	Resource room
8	Employment Projections Data	Y	online
9	Occupational Employment Statistics and Wages	Y	online
10	Career Information Delivery System (customized career decision making tools like CHOICES)	Y	online or by appointment
11	Career Infonet (http://www.careerinfonet.org/)	Y	Resource Room Computer
12	O*NET ONLINE (http://www.onetonline.org/)	Y	online
13	Florida Research and Economic Information Database Application (FREIDA) http://freida.labormarketinfo.com/	Y	Resource Room Computer
14	State Eligible Training Provider List (ETPL) for the LWDA	Y	online
15	Do computers have Internet Access?	Y	Resource Room Computer
16	Do the computers have a link to Employ Florida?	Y	Resource Room Computer
17	Is Employ Florida the MIS primarily used in the resource room for labor exchange services?	Y	Resource Room Computer
18	If no to #17, what is the labor exchange system/program being used?		
19	Do basic software programs include technical skills self-assessment, resume building and interviewing skills?	Y	online
20	Are staff available to provide assistance on the use of software programs using labor market information and other web-based resources?	Y	online
	Posters required by Federal and State Law and Guidance		
21	Does the location display the following posters as required by law, in a place that is visible to customers? (y, n)	Y	
22	"Employee Rights Under the National Labor Standards Act"	Y	Resource Room Poster and online
23	"Family and Medical Leave Act"	Y	Resource Room Poster and online
24	"If You Have A Complaint"	Y	Resource Room Poster and online
25	"Notice to Workers with Disabilities"	Y	Resource Room Poster and online
26	"Migrant & Seasonal Agriculture Worker Protection Act"	Y	Resource Room Poster and online
27	"Job Safety and Health Protection Occupational Safety and Health Act"	Y	Resource Room Poster and online
28	"Fair Labor Standards Act"	Y	Resource Room Poster and online
29	"Florida Law Prohibits Discrimination"	Y	Resource Room Poster and online
30	"Reemployment Assistance"	Y	Resource Room Poster and online
31	"Child Labor Laws"	Y	Resource Room Poster and online
32	"Interpretive Services" (One of three allowable posters)	Y	Resource Room

33	"Worker's Compensation Works for You"	Y	Resource Room Poster and online
34	"Employee Polygraph Protection Act (EPPA)"	Y	Resource Room Poster and online
35	"Uniformed Services Employment and Reemployment Rights Act (USERRA)"	Y	Resource Room Poster and online
36	"Equal Employment Opportunity is the Law"	Y	Resource Room Poster and online
37	"Florida Minimum Wage"	Y	Resource Room Poster and online
	Minimum Operating Hours		
38	Does the Career Center have standard operating hours for this site? (y, n) Please list days/hours in 'Comments' section.	Y	Monday - Friday 8am - 5pm
39	Are the operating hours prominently posted? (y, n)	Y	posted on front entrance door
	Minimum Skills Standards/Certification for Front-Line Staff		
40	Does the LWDB ensure that all front line staff successfully complete the Florida Workforce Professional Tier I certification within one year of the employee start date-?	Y	
41	List the number of employees required to complete the Tier I certification during the previous program year.	1	
42	List the number of employees that successfully completed the Tier I certification during the previous program year.		
43	Attach the list of employees (defined as front line staff) required to complete the Tier I certification during the previous program year.		Talia Kong-quee (Eckerds)
44	Do front line staff have the following minimum skills required of a workforce professional?		
45	Customer service training (y, n)	Y	
46	Communications skills training (y, n)	Y	
47	Basic computer software skills (y, n)	Y	
48	Specific programmatic training (y, n)	Y	
	Continuing Education Credits for Front Line Staff		
49	Does the LWDB ensure all front-line staff who received Tier I certification prior to the review period have 15 hours of continuing education credits completed by the staff's certification anniversary date? (y, n)	Y	
50	Attach the list of employees (defined as front line staff) required to complete the 15 hours of continuing education.		Elizabeth Rodriquez, Michael Barrington, Janet Clymer, Brenda Belvis, Debbie Letterman, Maria Coimbre. Eckerds: Victoria Wilson-Reich, Talia Kong-quee
	Minimum activities to be provided by the Career Center		
51	Are the following minimum activities provided **on-site**, by **referral** or by **internet** connection? (y, n)		If yes, indicate the manner in which these activities are provided.
52	WIOA Adult/Dislocated worker program	Y	on-site
53	Veterans Workforce Investment programs	Y	on-site, DVOP
54	Migrant and Seasonal Farm Worker services	Y	on-site
55	FDOE Farmworker Career Development Program	Y	Internet
56	Indian and Native American programs	Y	Internet
57	Job Corps	Y	internet
58	Youth Services	Y	on-site, Eckerds
59	Wagner-Peyser Programs	Y	on-site
60	Adult Education	Y	referral
61	Industrial Education	Y	referral
62	Vocational Rehabilitation	Y	referral
63	Older Worker Programs	Y	referral to NCBA or AARP Foundation
64	Trade Adjustment Assistance	Y	referral to TAA CDC in Ocala
65	Veterans Employment and Training Services	Y	internet, referral to LVER in Ocala
66	Community Service Block Grant Activities	Y	internet
67	Employment and Training activities carried out by the Department of Housing and Urban Development	Y	internet
68	Unemployment Insurance Programs	Y	internet
69	Temporary Assistance for the Needy Families/ Welfare Transition	Y	on-site
70	Supplemental Nutrition Assistance Program - Employment and Training	Y	on-site

71	Supportive Services such as child care and transportation	Y	referral
72	Disability Specialist	y	referral to TTW CDC in Ocala

Self Attestation:

I *Christine Mestrovich* certify, to the best of my knowledge, that the above information provided as part of DEO's Credentialing process is true and correct.

Signature _____

Date 4/15/2022