



MEMORANDUM

DATE: July 26, 2021

TO: Local Workforce Development Board Executive Directors

FROM: Steven Gustafson, Administrator, Bureau of One-Stop and Program Support *Steve Gustafson*

SUBJECT: Jobs for Veterans' State Grant Statewide Training

The Florida Department of Economic Opportunity (DEO) is pleased to announce the 2021 Florida Veterans Workforce Summit. The summit will serve as Florida's Jobs for Veterans' State Grant (JVSG) statewide training. Training topics will include, but are not limited to:

- Program Management
- JVSG Staff Coordination
- Employ Florida Functionality
- VA Work Study Program
- Employment Services
- Employer Outreach Services
- Veterans Quarterly Report
- DoD SkillBridge Program

The training dates and location are listed below:

Date of Training	Training Host	Location
October 12 - 15, 2021	Embassy Suites by Hilton Lake Buena Vista South	4955 Kyngs Heath Road Kissimmee FL, 34746

Attendance is mandatory for all Disabled Veteran Outreach Program (DVOP) Specialists, Local Veteran Employment Representatives (LVERs), Consolidated Position (CP) staff, and Local Workforce Development Board (LWDB) JVSG program managers and/or supervisory staff. LWDB career center managers and executive directors are highly encouraged to attend.

Attendees must register for the event by September 20, 2021 by clicking the following link: <https://www.surveymonkey.com/r/NS5SN62>.

Attendees also must register and book their stay with Embassy Suites by clicking the following link: <https://book.passkey.com/event/50216056/owner/10810031/home>. Attendees must use the group code VET to get the negotiated price of \$119 per day. The phone number to register multiple attendees, or dates outside of October 12 – 15, 2021, is (407) 597-4000.

DEO will reimburse LWDBs for travel costs incurred to this event for JVSG-funded staff, JVSG program managers and/or JVSG supervisory staff. LWDBs may be reimbursed for up to two (2) JVSG program managers and/or supervisory staff per LWDB. For JVSG-funded staff, LWDBs should initially charge these expenses to the applicable local grant numbers (either DVP20 or LVR20). After all travel expenses are paid, LWDBs should provide the final dollar amount to DEO's Bureau of Financial Management via e-mail at Christine.Hutton@deo.myflorida.com. DEO will issue NFAs increasing each LWDB's allocation to cover these expenditures. If needed, travel advances may be authorized by LWDBs in accordance with state and local travel policies.

If you have any questions, please contact Exit Smith, State Veterans' Program Coordinator at Exit.Smith@deo.myflorida.com or (850) 245-7411.

SG/ejs

Attachments

[Flyer](#)

cc: Casey Penn
Joe Marino
Bernadette Walsh