

**PARTNERSHIP AGREEMENT BETWEEN  
WORKFORCE FLORIDA, INC.  
AGENCY FOR WORKFORCE INNOVATION  
AND THE  
FLORIDA DEPARTMENT OF CORRECTIONS**

**1. PURPOSE**

The purpose of this Partnership Agreement (PA) is to establish a cooperative and mutually beneficial working relationship between the Partners:

**Workforce Florida, Inc. (WFI)  
Agency for Workforce Innovation (AWI)  
and the  
Florida Department of Corrections (DOC)**

to initiate and promote cooperation between Regional Workforce Boards and the Department of Corrections for delivery of services to exoffenders with the common goal of enabling them to reintegrate within their community by reentering the workforce through training and job placement assistance.

Further, the purpose of this Agreement is to strengthen existing transition initiatives of the One-Stop Delivery System through maximum cooperation between these Partners at the State level and to share information and services that are necessary to best serve the targeted customers and help them achieve their goal of self-sufficiency through employment and career advancement.

This Agreement outlines each Partner's roles and responsibilities, referral procedures, information exchange methods, and implementation/evaluation/amendment and termination procedures.

**WHEREAS, Workforce Florida, Inc. (WFI)** is the state's chief workforce policy organization created by the Workforce Innovation Act of 2000, as codified in Chapter 445, Florida Statutes, to ensure that workforce programs authorized under Title I of the Workforce Investment Act (WIA) of 1998 are administered at the regional level through the 24 Regional Workforce Boards with significant representation from the business community. WFI is charged to provide policy direction as well as to develop a workforce strategy that improves and retains a highly competitive workforce responsive to the needs of employers and the community and

**WHEREAS, the Agency For Workforce Innovation** is the designated state administrative agency for receipt of federal workforce employment and training funds and other federal funds and acts as the fiscal agent on behalf of Workforce Florida, Inc., ensuring that the state appropriately administers federal and state workforce programs by implementing plans and policies of Workforce Florida, Inc; and

**WHEREAS, the Agency For Workforce Innovation** is also responsible for implementing policy dealing with workforce development programs, welfare transition, unemployment compensation and labor market information, development and distribution of performance data, monitoring and oversight of workforce programs; and

**WHEREAS, the Florida Department of Corrections** mission is to protect the public by operating a safe, secure, humane and efficient corrections system and encouraging policies that promote the successful reentry and reintegration of former prisoners into society by increasing their self-sufficiency through job training and employment assistance;

It is in consideration of the premises and mutual agreements contained herein, the Partners agree to the following:

**2. PARTNERS:**

The Partners of this Partnership Agreement (PA) are:

**Workforce Florida, Inc**  
1974 Commonwealth Blvd  
Tallahassee, Florida 32303

**Agency For Workforce Innovation**  
107 East Madison Street  
Caldwell Building  
Tallahassee, Florida 32399-4120

**Florida Department of Corrections**  
2601 Blair Stone Road  
Tallahassee, FL 32399-2500

**3. TERM OF AGREEMENT:**

This non-financial agreement is hereby entered into in a spirit of cooperation by the signatory Partners beginning on the date on which it is signed by all Partners. This Agreement will continue in effect until such time as it is revised, extended or terminated as provided below. This Agreement may be extended by written agreement between the Florida Department of Corrections and Workforce Florida, Inc, and the Agency For Workforce Innovation, provided such agreement is signed by the Partners, prior to termination date of this Agreement.

Any Partner in this Partnership Agreement may terminate its participation without cause, by delivering a thirty (30) day written notice to the other Partners. Both Partners agree to review this Agreement annually and provide written suggestions for recommended changes, clarifications, deletions or additions. On or before July 1 of each year, suggested changes shall be

submitted to other partners for consideration. An addendum signed by authorized representatives of each Partner shall be sufficient to modify the Agreement.

#### **4. ROLES AND RESPONSIBILITIES:**

**The Partners agree that their respective duties and responsibilities, to the extent possible, under this agreement shall be as follows:**

1. Promote information sharing and the coordination of activities to improve performance of Workforce Development Boards, One-Stop Centers and local Partners through the development and implementation of local Memoranda of Understanding.
2. Promote joint planning at the state, regional and local level for supporting initiatives that promote self-sufficiency and reintegration of former prisoners through gainful employment.
3. Promote information sharing on educational and joint training opportunities.
4. Encourage local partnerships and work together for funding opportunities.
5. Identify suitable grant and other supplemental funding opportunities, to increase resources available for workforce and correctional services by developing state-level and local grant writing teams and assisting local partners to jointly apply for federal, state and private sector grants.
6. Exchange information and coordinate programs for a more streamlined and efficient workforce development system for ex-offenders.
7. Identify opportunities for coordination and elimination of barriers to cooperation.
8. Promote the development of additional linkages with other appropriate state agencies and work with the local workforce development boards, One-Stop operators and nonprofit organizations to promote the availability of services to ex-offenders.
9. Whenever possible, the Florida Department of Corrections will provide resources to the Regional Workforce Boards to assist with costs of major workload increases and training costs associated with serving the ex-offender population.
10. The Florida Department of Corrections will continue to provide access to the website <http://www.dc.state.fl.us/InmateReleases/inmatessearch.asp> by which Regional Workforce Boards may determine the names of all incarcerated individuals who plan to locate in a particular region following release from a correctional facility.
11. Workforce Florida will encourage Regional Workforce Boards' staff to make contact with ex-offenders to provide needed support services to assist them in with assimilation within the community.
12. Workforce Florida will direct the Agency for Workforce Innovation to capture and track performances of exoffenders who receive services through the One-Stop Delivery system.
13. Workforce Florida will consider the needs of low-income exoffenders when setting policies that impact Florida's workforce strategy.

**5. REFERRAL OF PERSONS WITH DISABILITIES**

The Partners agree to promote the inclusion of descriptions of methods of referral for exoffenders with disabilities or elder exoffenders in the MOUs developed by the Regional Workforce Boards.

**6. UNIVERSAL ACCESS/ACCESSIBILITY**

The Partners agree to provide for the promotion of equal, effective and meaningful participation by exoffenders with disabilities through promotion of program accessibility, reasonable accommodations, auxiliary aids and services, and rehabilitation technology. The Vocational Rehabilitation funding stream is the primary source for funding the needs of those clients who have been identified as “eligible persons.”

**7. ORGANIZATIONAL LEGAL REQUIREMENTS**

**WORKFORCE FLORIDA, INC., AGENCY FOR WORKFORCE INNOVATION, REGIONAL WORKFORCE BOARDS, ONE-STOP RELATIONSHIPS**

Section 121 of the Workforce Investment Act 1998 (WIA) requires Regional Workforce Boards to develop Memorandums Of Understandings (MOUs) with the Regional Workforce Development Centers (One-Stops) to detail how resources will be coordinated across funding streams to operate and provide services.

**8. CONFIDENTIALITY**

The Partners acknowledge their separate obligation to perform this Agreement in compliance with the requirements of the Public Records Law, Chapter 119, Florida Statutes and with other applicable Statutes that constitute express exceptions to the requirements of Section 119.07(1), Florida Statutes, by making certain categories of records “Confidential”, Exempt From Disclosure, or accessible as prescribed by Statutes. See Section 945.10, Florida Statutes.

The Partners acknowledge that the data exchanged between agencies has been provided for official purposes and that public access to such data is limited and prescribed by Statute. Both parties agree to disseminate data only in compliance with confidentiality restrictions and in recognition of the exemptions from disclosure provided by law and to provide advance copies of publications involving another agency’s data for review.

10. SIGNATURES

IN WITNESS WHEREOF, the Partners have caused this Agreement to be duly executed the day and year written below:



**Curtis C. Austin, President  
Workforce Florida, Inc.**

April 23, 2003  
DATE



**Susan Pareigis  
Director  
Agency For Workforce Innovation**

April 25, 2003  
DATE



**James V. Crosby Jr., Secretary  
Florida Department of Corrections**

5/15/03  
DATE



**General Counsel  
Florida Department of Corrections**

05-14-03  
DATE