

MEMORANDUM

Date: October 17, 2014

To: Select Regional Workforce Board Directors\*

From: Lois A. Scott, Chief, Bureau of One-Stop and Program Support



Subject: Annual Performance Report as a One-Stop Operator or Direct Provider of Workforce Services

This is a reminder that your designation as a one-stop operator or direct provider of workforce services requires that a performance report be submitted at the end of each program year that the service has been provided. As required by final guidance OSPS-83 these reports were due on October 15<sup>th</sup>. The report should contain the following:

1. An analysis of the actual cost savings realized as a result of the RWB providing the workforce service.
2. A description of any realized improvement to the local service delivery system and in performance outcomes.
3. A description of any "best practices" that could be shared with other RWBs.

Please send your report to [Amanda.Armetta@deo.myflorida.com](mailto:Amanda.Armetta@deo.myflorida.com) by November 10, 2014. Our office will compile an overall report to CareerSource Florida.

If you have further questions, please contact Amanda Armetta.

LAS/aa

cc: Scott Fennell	Andra Cornelius	Tom Clendenning
Linda Sumblin	Richard Williams	Kimberly L. Bodine
Sheryl Rehberg	Robert Jones	Rusty Skinner
Robin King	Pamela Nabors	Richard Stetson
Edward Peachey	Jerome Salatino	Stacy Campbell-Domineck
Ted Ehrlichman	Donna Doubleday	Steve Craig