

**FL WINS:  
EXECUTIVE STEERING COMMITTEE (ESC)  
MEETING**

**December 19, 2022**



**CALL TO ORDER &  
INTRODUCTIONS**

# Today's Agenda

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- 1 Call to Order & Introductions
- 2 Sunshine Law Overview
- 3 FL WINS Program Overview
- 4 FL WINS Program Scope
- 5 FL WINS Program Roadmap
- 6 FL WINS Governance Structure
- 7 Vote on Scope & Governance
- 8 Next Steps
- 9 Open Discussion
- 10 Public Comment
- 11 Adjournment

# SUNSHINE LAW OVERVIEW



# SUNSHINE LAW OVERVIEW

## Basic Requirements

The Sunshine Law is established by Article I, Section 24 of the Florida State Constitution and Chapter 286, Florida Statutes (F.S.).

The Sunshine Law imposes three basic requirements:

1. Meetings of any collegial public body must be open to the public;
2. The collegial public body must give reasonable notice of its meetings; and
3. The collegial public body must take and promptly record minutes of its meetings.



# SUNSHINE LAW OVERVIEW

## Meetings

- A “meeting” of a body subject to the Sunshine Law is broadly defined to include any gathering – formal or informal – during which two or more members of the same body discuss some matter that may foreseeably come before the body for official action. Accordingly, discussions between members of the collegial body related to matters that may come before the body shall only take place at open, properly-noticed meetings.
- Members may not discuss the official business of the collegial body with each other through private phone conversations or e-mail discussions. Members may distribute documents to each other, but they may not discuss or exchange comments on those documents outside of a public meeting.
- In addition, members may discuss business with third parties (i.e., non-members of the body), provided the members do not use a third party as a liaison for business-related communication with other members.



# SUNSHINE LAW OVERVIEW

## Resources

- Government in the Sunshine Manual 2022: [http://myfloridalegal.com/webfiles.nsf/WF/MNOS-B9QQ79/\\$file/SunshineManual.pdf](http://myfloridalegal.com/webfiles.nsf/WF/MNOS-B9QQ79/$file/SunshineManual.pdf)
- Department of State Records Retention Schedules: <https://dos.myflorida.com/library-archives/records-management/general-records-schedules/>
- Department of Economic Opportunity, Office of the General Counsel: <https://www.floridajobs.org/office-directory/office-of-the-general-counsel>

# **FL WINS PROGRAM OVERVIEW**



1

**CONSUMER-FIRST**



**NO WRONG DOOR**



**INTEGRATED DATA**

# COMPONENTS OF THE FL WINS PROGRAM



## CUSTOMER PORTAL

### GOAL: Empowerment

Enable Floridians to more easily obtain the support they need by offering multiple points of entry to apply for services and receive information



## COMMON INTAKE FORM

### GOAL: Efficiency

Reduce duplicative information being entered by agency staff and Floridians requesting services and **refer them to services targeted to meet their needs**



## DATA HUB

### GOAL: Enhancement

**Help the agencies** better serve Floridians by providing a comprehensive overview and a greater availability to link them with the services they may need

# ACHIEVING OUR OBJECTIVES TO BE CONSUMER FIRST



- Department of Economic Opportunity (DEO)
- Department of Education (DOE)
- Department of Children & Families (DCF)

- REACH Office
- Florida Digital Services (FLDS)
- Career Source Florida

We need to move...

**FROM**

- Manual Processes
- Siloed Systems
- Fragmented Services
- Limited Referrals

**TO**

- Automated Processes
- Master Data Management
- Minimized Duplicate Data
- Comprehensive Referrals

... and it will take **a collaborative effort** to make this a reality.

# FL WINS PROGRAM: KEY ROLES & RESPONSIBILITIES



**PROGRAM OVERSIGHT**



**WORKFORCE PARTNERS**



**FL WINS PMO**

**FL WINS CONTRACTORS\***

**PROGRAM WORKGROUPS**

**PROJECT TEAMS**

\* Currently engaged or being procured

# **FL WINS PROGRAM SCOPE**

# ALL (DEO, DCF, DOE) IN-SCOPE SYSTEMS AND PROGRAMS

## DEO

### IN-SCOPE PROGRAMS



Division of Workforce Services

### IN-SCOPE SYSTEMS



- Employ Florida
- Connect/Reemployment Assistance
- Workforce Information Database

## DCF

### IN-SCOPE PROGRAMS



Office Of Economic Self-sufficiency

### IN-SCOPE SYSTEMS



ACCESS Florida

## DOE

### IN-SCOPE PROGRAMS



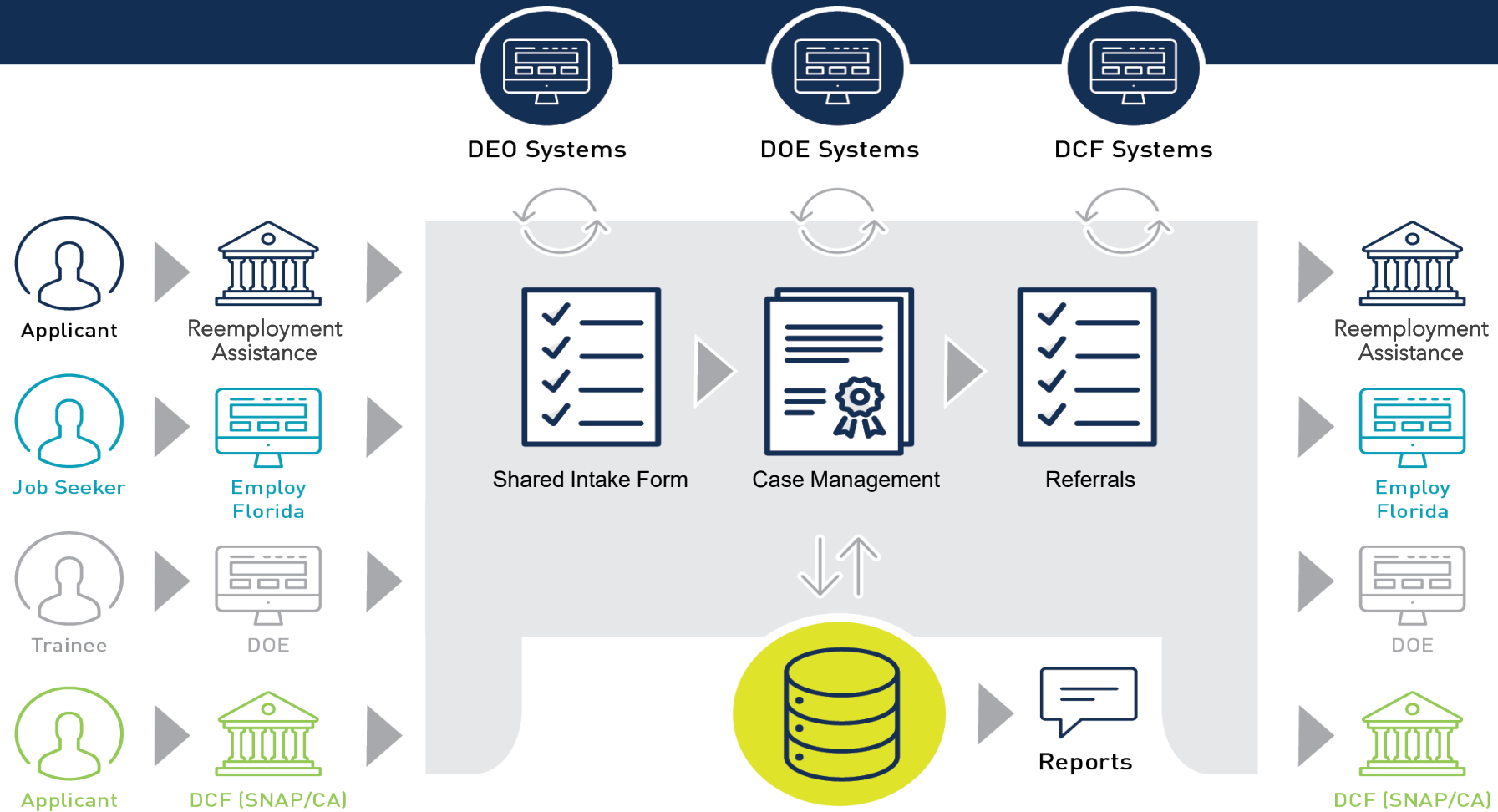
- Division of Career and Adult Education
- Division of Vocational Rehabilitation
- Division of Blind Services

### IN-SCOPE SYSTEMS



- AWARE
- RIMS/AWARE
- EMOP
- Florida College Systems\*
- Local School Districts\*

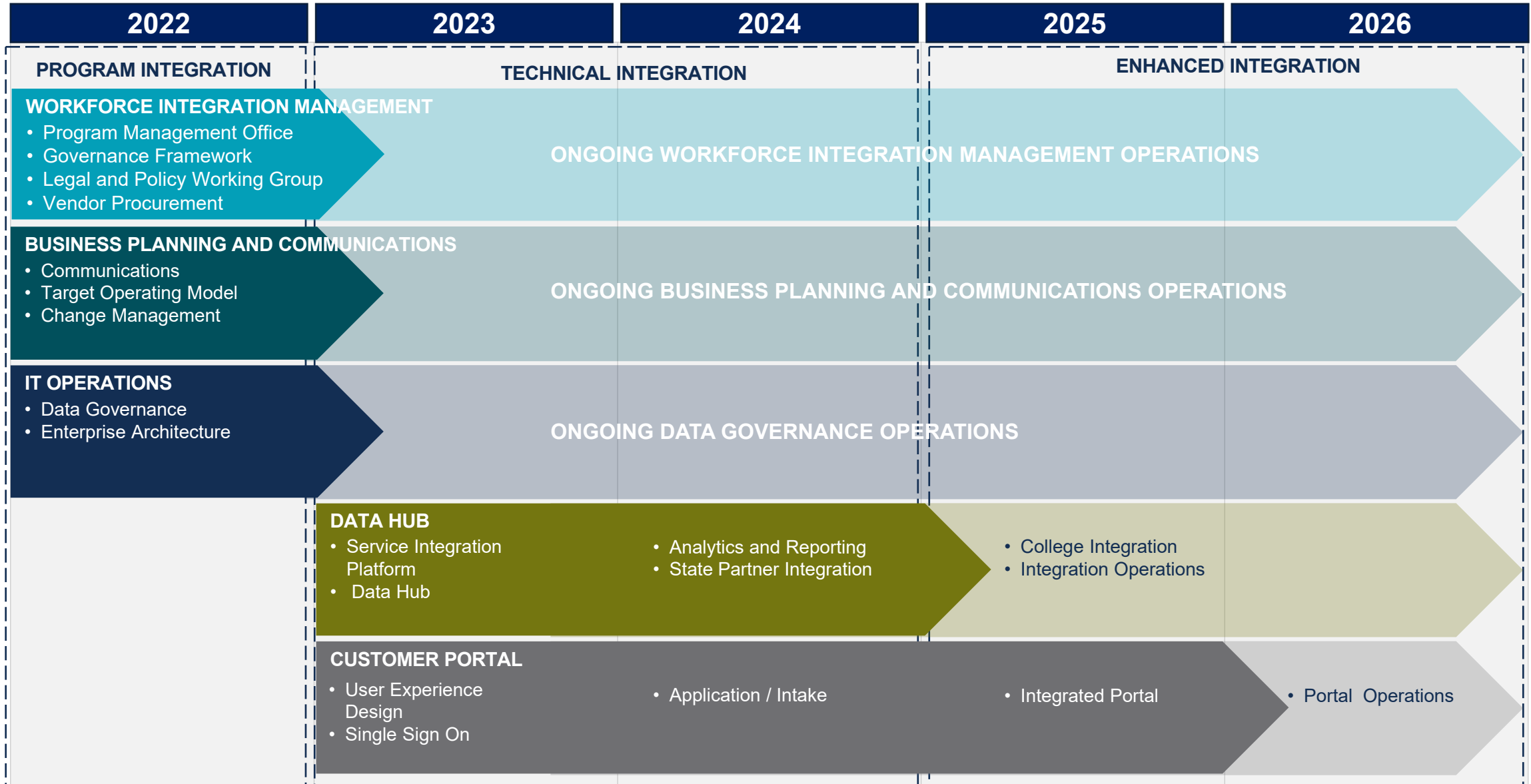
# FUTURE INTEGRATED SYSTEMS



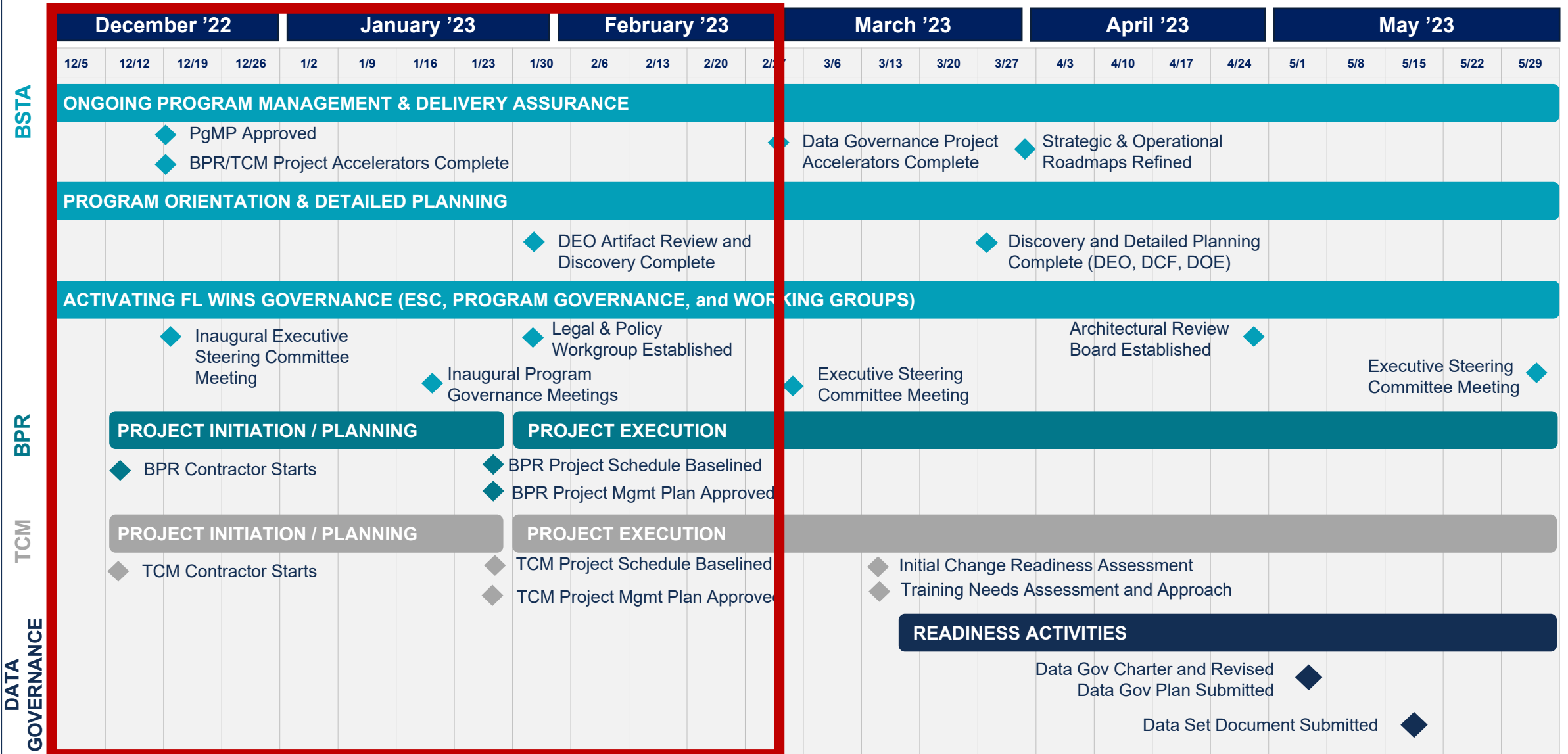
# **FL WINS PROGRAM ROADMAP**



# FL WINS 5-YEAR ROADMAP



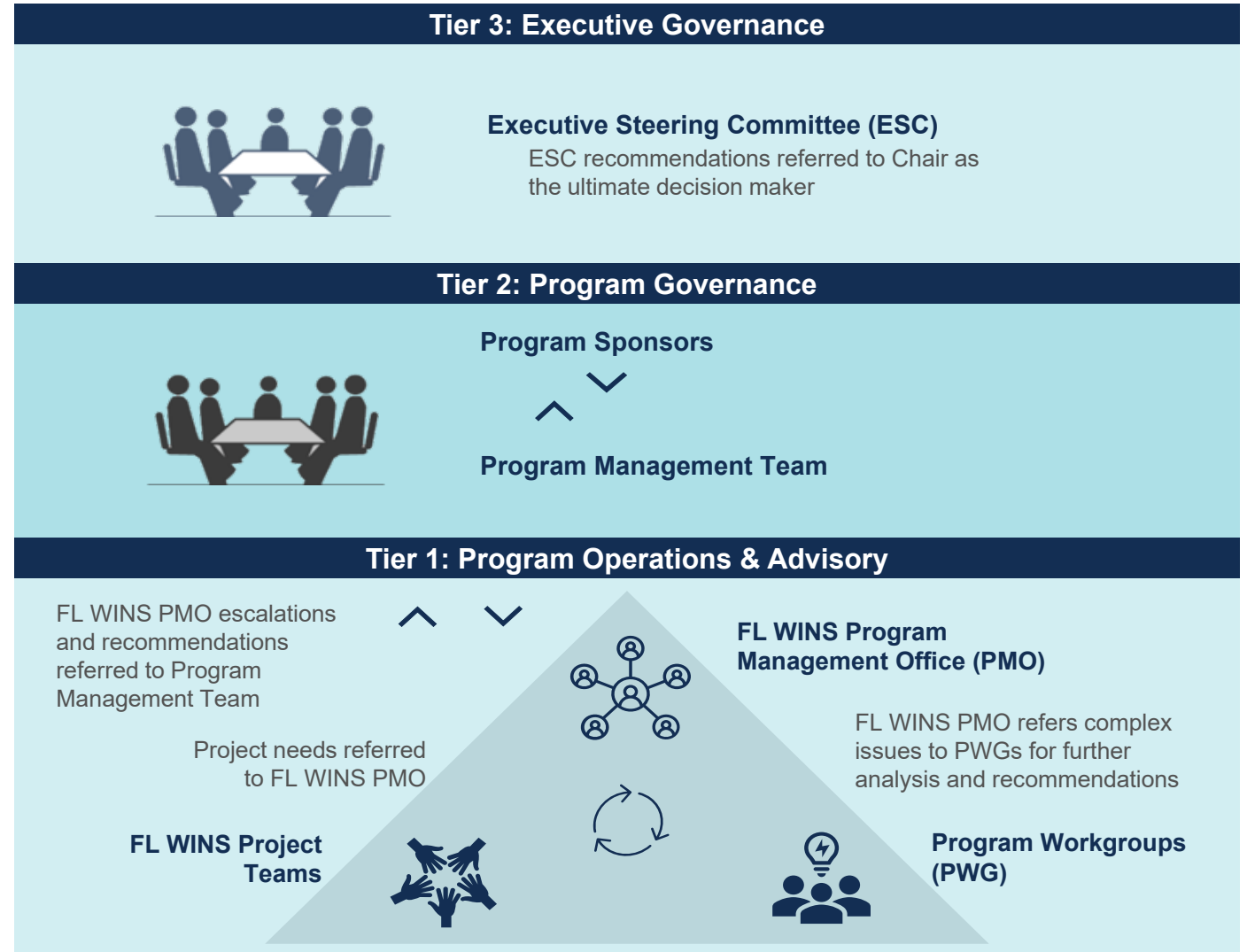
# FL WINS 6-MONTHS AT A GLANCE



# **FL WINS GOVERNANCE STRUCTURE**

# FL WINS GOVERNANCE OVERVIEW

-  **THREE-TIERED GOVERNANCE STRUCTURE**
-  **ESCALATION THRESHOLDS**
-  **ULTIMATE DECISION-MAKING**
-  **CLEAR, ROBUST, REPEATABLE**



## ESC ROLE

Members of Tier 3 are expected to:



**Serve as the ultimate decision-making authority for the FL WINS Program.**



**Agree to convene quarterly or as necessary to ensure Program success.**



**Agree to be responsible for decisions impacting Program activities aligned to the strategy including scope, budget, timelines or quality changes.**



**Make informed decisions for the Program while representing their Agency/Entities perspective.**



**Champion the FL WINS Program as a priority within respective entity.**

**VOTE ON SCOPE &  
GOVERNANCE**

## **NEXT STEPS**

# **OPEN DISCUSSION**



# **PUBLIC COMMENT**

**ADJOURNMENT**