



Memorandum of Agreement
Between
CareerSource Capital Region
And
The Gadsden County Development Council

This document is designed to identify and support the vital relationship between the Gadsden County Development Council (GCDC) and CareerSource Capital Region.

The Big Bend Jobs and Education Council, Inc. dba CareerSource Capital Region (CSCR) is the designated Local Workforce Development Board (LWDB 05) serving Leon, Gadsden and Wakulla Counties. As a partner with the Gadsden County Development Council (GCDC), CSCR will continue to supply pertinent labor market information, trends, and is the preferred talent supplier for the region. Talent availability is a key component for business decisions to locate, relocate and expand.

The Gadsden County Development Council (GCDC) is the designated entity that promotes economic development, is empowered to foster major initiatives, promote business attraction, work to retain local business to grow and create new jobs. The GCDCs vision is to create a vibrant and sustainable regional economy.

Confidentiality: This relationship recognizes that in the business attraction process, a high level of confidentiality is required. Both parties agree to honor the request for confidentiality of prospects considering the region for expansion.

Data: Both parties understand the need for good quality of data required in the site selection process. As new tools for mapping become available the data will be shared with the GCDC to better target the business community and become more strategic in our coordination efforts. Business intelligence data will be shared between both parties whenever possible.

EEOC: Both parties agree to provide equal opportunity for employment and advancement opportunities. Employment decisions will be based on merit, qualifications, and abilities. The GCDC and CSCR will not discriminate in providing employment opportunities or practices based on race, color, religion, sex, sexual orientation, national origin, age, disability, marital status, or political affiliation or belief, or any other characteristic protected by law.

The GCDC agrees to the following:

- Include CSCR CEO as a voting member investor of the GCDC Board of Directors.
- Include CSCR as a partner in marketing and outreach efforts including media, webpage, collaborative marketing materials and events.
- Actively engage CSCR staff in workforce related activities related to business attraction, expansion and retention.
- Actively engage communications between CSCR and GCDC staff on business expansion and/or downsizing notices.
- Actively market the solutions that CSCR offers to businesses.
- Recommend Employ Florida (EF) to all business members and non-members as the first choice for Talent needs.
- Refer employers expressing a challenge to finding capable employees to the Business & Employer Solutions Team for support and assistance.
- Work with the Business Solutions staff to develop and expand Employed Worker Training (EWT) and On-the-Job (OJT) Training, Quick Response Training (QRT) and Incumbent Worker Training (IWT) grants to upgrade the skills of their employees as a business retention and expansion opportunities.
- Establish quarterly meetings between the GCDC/CSCR staff, alternating between locations, to ensure open and consistent communication. The goal of this meeting is to share strategies and pertinent information on the local business and employment environment and expectations of the partnership as conditions in the employment world change.
- Submit the quarterly activity report using the template provided by CSCR no later than 30 days after each of the four reporting quarters.
- Schedule the CSCR CEO to speak before the GCDC/ membership at least once a year.
- Participate in activities related to CSCR's Council and Committees addressing the needs of employers.
- Provide recommendation letters for CSCR Board of Directors appointees to the Gadsden County Board of Commissioners as required by the Workforce Innovation and Opportunity Act of 2014.
- Partner in providing a seat on the mutual investment in JOBS EQ™ software for tracking labor market analysis.

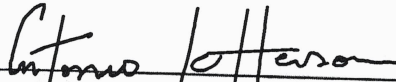
CSCR agrees to the following:

- Include GCDC marketing materials when marketing regional business solutions to new or existing businesses, as appropriate.
- Provide labor market trends and data as requested.
- Provide staff to support to GCDC on visits related to business recruitment, expansion and retention prospects, as appropriate.
- Communicate layoffs and other shifts in the employment market that are important to the GCDC from a business intelligence point of view.
- Provide an explicit reporting form for the quarterly reports to the GCDC.

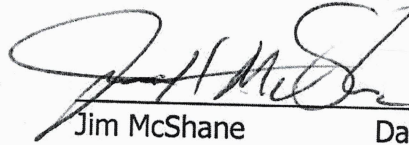
- Work in supporting the GCDC strategic plan.

Investment: The CSCR Board will make an investment of Eleven Thousand Five Hundred dollars and no cents (\$11,500) to cover the GCDC dues for membership and related event attendance costs. Includes additional Chimura software extension for Georgia data.

Effective the First day of July 1, 2021 to June 30, 2022.



Antonio Jefferson _____ Date
Chairperson
Gadsden County Development Council



Jim McShane _____ Date
CEO
CareerSource Capital Region