



FINANCE COMMITTEE MEETING

CareerSource Central Florida | 4/10/24

CareerSourceCentralFlorida.com



4/10/24 FINANCE COMMITTEE MEETING DETAILS

Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

Approval of Minutes

Information/

Discussion/

Action Items

Other Business

Adjournment

What: Finance Committee Meeting

When: Wednesday, April 10, 2024
2:30 p.m. – 4:00 p.m.

Where: CSCF Administration Office
390 N. Orange Ave., Suite 700 (7th Floor)
Orlando, FL 32801

or

Virtual Option via Zoom:

Link: <https://careersourcecf.zoom.us/j/83753968001?pwd=nt9ZbsVJjGaVOtn6vOoclDa7dGvvq.1>

Dial In: 1 (929) 205-6099 / Meeting ID: 837 5396 8001 / Passcode: 815135

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Agenda Item #	Topic	Presenter	Action Item
1.	Welcome	Eric Ushkowitz	
2.	Roll Call / Establishment of Quorum	Kaz Kasal	
3.	Public Comment		
4.	Approval of Minutes A. 1/10/24 Audit-Finance Committee Meeting	Eric Ushkowitz	X
5.	Information / Discussion / Action Items A. FY 2023-2024 Activities: 1) Retirement Plan Update/Strategies 2) 403b Retirement Plan Audit Results 3) Financial Results – thru 2/29/24 4) Current Year Budget Adjustments 5) Transfer Authority of WIOA Adult/DW Funding 6) Procurement Policy – Increase Small Purchase Threshold B. FY 2024-2025 Activities: 1) Budget Planning – FY 2024-2025 a) Fiscal Year Budget Timeline b) New Fiscal Year Budget Projections 2) FY 2024-2025 Health Insurance Plan Renewal Discussion	Committee Review/Discussion	X X X X
6.	Other Business		
7.	Adjournment		



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WELCOME



Meeting Details

Meeting Agenda

Welcome

▶ Roll Call

Public Comment

Approval of Minutes

**Information/
Discussion/
Action Items**

Other Business

Adjournment



ROLL CALL



Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

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Adjournment

PUBLIC COMMENT



Meeting Details

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APPROVAL OF MINUTES



DRAFT

Audit and Finance Committees' Virtual Meeting

Wednesday, January 10, 2024
 2:30 p.m.

MINUTES

MEMBERS PRESENT: Eric Ushkowitz, Matt Walton, Wendy Brandon, Lorie Bailey-Brown, Keira des Anges, Leslie Felix, Wendy Ford, Shawn Hindle, Kristy Mullane, Gaby Ortigoni, Michelle Sperzel, and Stephanie Taub

MEMBERS ABSENT: Angela Rex

STAFF PRESENT: Leo Alvarez, Tadar Muhammad, Kristi Vilardi, Fabia Diaz and Kaz Kasal

GUESTS PRESENT: Brian Liffick, Matt Carr / Cherry Bekaert

Agenda Item	Topic	Action Item / Follow Up Item
1	Welcome Mr. Walton, Audit Committee Chair, called the meeting to order at 2:30 pm.	
2	Roll Call / Establishment of Quorum Ms. Kasal, CSCF Executive Coordinator, reported a quorum present with both the Audit and Finance Committees.	
3	Public Comment None Offered.	
4	Approval of Minutes Audit Committee reviewed the minutes from the 9/6/23 Audit Committee meeting. <u>Finance</u> Committee reviewed the minutes from the 10/18/23 Finance Committee meeting.	Mr. Hindle made a motion to approve the minutes from the 9/6/23 Audit Committee meeting. Ms. Ortigoni seconded; <u>motion</u> passed unanimously. Mr. Hindle made a motion to approve the minutes from the 10/18/23 Finance Committee meeting. Mr. Walton seconded; motion passed unanimously.
5	Information	
	<u>Audit Committee Items:</u> <ul style="list-style-type: none"> Acceptance of 2 CFR 200 Audit Report <ul style="list-style-type: none"> Reviewed presentation entitled "Audit Executive Summary" for CareerSource Central Florida's Fiscal Year Ending 6/30/2023 (attachment) provided by Mr. Brian Liffick and Mr. Matthew Carr with Cherry Bekaert, CSCF's independent auditor. 	Mr. Hindle made a motion to move to CSCF Board for final approval and acceptance of the 2 CFR 200 Audit Report, as presented, for Fiscal Year 2022-2023. Ms. Bailey-Brown seconded; <u>motion</u> passed unanimously.



	<ul style="list-style-type: none"> - Highlights from audit results presentation: <ul style="list-style-type: none"> o Clean, unmodified opinion on financial statements o No findings on compliance o No significant deficiencies or material weaknesses • Florida Commerce Monitoring Results (FY 2022-2023) <ul style="list-style-type: none"> - Reviewed memo summarizing FY 2022-2023 Florida Commerce monitoring results for both program and fiscal (attachment). <ul style="list-style-type: none"> o Programs: 5 findings – all instances of minor errors in administrative matters. o Financials: 0 findings, 0 noncompliance issues, and 1 observation which has been addressed and no further action required to resolve this observation. <p><u>Finance Committee Items:</u></p> <ul style="list-style-type: none"> • Retirement 403b Audit Report <ul style="list-style-type: none"> - Reviewed CSCF's retirement 403b plan's audit report for year ending 6/30/23 (attachment). So far, a clean audit process and 95% <u>complete</u>. • Mid-Year Financials <ul style="list-style-type: none"> - Reviewed financials through 2nd quarter, 7/1/23 <u>thru</u> 12/31/23 (attachment). Overall, on track for mid-year at 50.4% of budget expended. • Benefits Broker Services Update <ul style="list-style-type: none"> - Mr. Alvarez, CFO, provided following updates on health benefits broker: <ul style="list-style-type: none"> o Notification to non-<u>renew</u> sent to CSCF's current health benefits broker. o Currently CSCF is negotiating contract terms with new benefits broker to take effect 4/1/24. 	
6	<p>Other Business</p> <ul style="list-style-type: none"> • None offered. 	
7	<p>Adjournment Meeting adjourned at 3:22 p.m.</p>	

Respectfully submitted,

Kaz Kasal
Executive Board Coordinator



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INFORMATION/ DISCUSSION/ ACTION ITEMS



FY 2023-2024 ACTIVITIES



CENTRAL FLORIDA REGIONAL WORKFORCE DEVELOPMENT BOARD, INC.

RETIREMENT PLAN REVIEW

ADMINISTRATIVE UPDATE

As of 12/31/2023



Eligible 220
 Participants Deferring 208
 Terminated 45
 Participation Rate 94.6%



Average Deferral Rate (Active) 10.4%
 Average Account Balance \$39K
 Median Account Balance \$15K



Total Plan Assets \$9.96M
 YOY Growth 24.22%
 TDF Assets \$8.49M (85%)
 Single TDF Holders 222
 Partial TDF Holders 26

Data provided by Principal Financial Group and believed to be true and accurate



METRICS OF SUCCESS

Participation

90

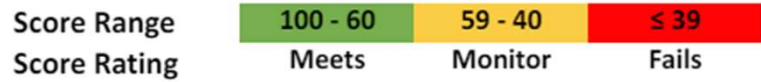
Deferral

10

Diversification

90

QMR – 4th QUARTER ANALYSIS – TARGET DATE FUNDS



Allocation															
Fund Name	Ticker	Category	4Q23	3Q23	2Q23	1Q23	4Q22	3Q22	2Q22	1Q22	4Q21	3Q21	2Q21	1Q21	Average Score
American Century One Choice In Ret R6	ARDTX	Target-Date Retirement	85	85	85	85	83	83	80	65	65	62	62	65	75
American Century One Choice 2025 R6	ARWDX	Target-Date 2025	90	98	84	100	88	88	80	71	66	66	66	60	80
American Century One Choice 2030 R6	ARCUX	Target-Date 2030	71	65	71	76	88	77	76	76	74	74	74	74	75
American Century One Choice 2035 R6	ARLDX	Target-Date 2035	65	62	65	73	73	67	76	74	74	74	74	74	71
American Century One Choice 2040 R6	ARDUX	Target-Date 2040	62	62	62	70	73	67	73	74	74	74	74	86	71
American Century One Choice 2045 R6	ARDOX	Target-Date 2045	62	62	62	70	73	73	76	74	74	74	86	86	73
American Century One Choice 2050 R6	ARFEX	Target-Date 2050	62	62	68	90	100	100	100	74	86	90	90	90	84
American Century One Choice 2055 R6	AREUX	Target-Date 2055	80	74	80	90	100	100	100	86	86	98	90	98	90
American Century One Choice 2060 R6	ARGDX	Target-Date 2060	71	62	71	94	100	100	100	80	86	97	86	97	87
American Century One Choice 2065 R6	ARHSX	Target-Date 2065+	61	61	59	71	71	71	71	59	59	59	67	67	65

QMR – 4th QUARTER ANALYSIS – EQUITY & FIXED INCOME FUNDS

Score Range
Score Status

100 - 60

Meets

59 - 40

Monitor

≤ 39

Fails

Equity															
Fund Name	Ticker	Category	4Q23	3Q23	2Q23	1Q23	4Q22	3Q22	2Q22	1Q22	4Q21	3Q21	2Q21	1Q21	Average Score
Putnam Large Cap Value R6	PEQSX	Large Value	100	100	100	100	97	97	97	97	100	100	100	100	99
AB Large Cap Growth Z	APGZX	Large Growth	84	87	92	94	97	97	100	97	100	100	98	98	95
American Century Mid Cap Value R6	AMDVX	Mid-Cap Value	85	85	85	90	94	94	94	94	65	65	67	89	84
BlackRock Mid-Cap Growth Equity K	BMGKX	Mid-Cap Growth	77	69	67	75	75	78	83	100	100	100	100	98	85
Delaware Small Cap Value R6	DVZRX	Small Value	76	76	76	76	76	87	82	80	92	59	74	80	78
Janus Henderson Triton N	JGMNX	Small Growth	83	85	83	85	78	75	78	81	76	61	76	73	78
MFS Intl Diversification R6	MDIZX	Foreign Large Blend	79	82	77	79	87	92	90	87	87	87	87	87	85
Principal Real Estate Securities Fd R-6	PFRSX	Real Estate	97	97	97	97	97	100	97	95	98	100	98	95	97

Fixed Income															
Fund Name	Ticker	Category	4Q23	3Q23	2Q23	1Q23	4Q22	3Q22	2Q22	1Q22	4Q21	3Q21	2Q21	1Q21	Average Score
BlackRock Total Return K	MPHQX	Intermediate Core-Plus Bond	83	90	90	86	84	89	94	94	96	96	93	97	91

Index															
Fund Name	Ticker	Category	4Q23	3Q23	2Q23	1Q23	4Q22	3Q22	2Q22	1Q22	4Q21	3Q21	2Q21	1Q21	Average Score
Principal Large Cap S&P 500 Index Inst	PLFIX	Large Blend	100	100	100	99	99	100	100	100	100	100	99	99	100
Principal MidCap S&P 400 Index R-6	PMAPX	Mid-Cap Blend	100	100	100	100	100	100	99	99	100	88	100	100	99
Principal SmallCap S&P 600 Index R-6	PSPIX	Small Blend	95	95	95	99	100	100	100	100	100	98	100	100	99

MARKETS IN FOCUS

Unexpected Resilience: The U.S. economy defied recession fears in 2023 by achieving robust growth, exceeding market expectations, and steadying the labor market.

Falling Inflation: Tightening by the Federal Reserve brought inflation down to a more manageable level, as Core PCE inflation declined significantly.

Market Performance: Equity markets rallied in the fourth quarter, driven by optimism about interest rates and positive GDP growth. Mortgage rates eased after a sharp rise, boosting housing demand.



STRENGTHS

- ✓ **Effective Policy Response:** The Fed's monetary policy is credited with helping to manage inflation and facilitating the recovery from supply chain and labor market challenges.
- ✓ **Resilience And Adaptability:** The economy avoided a recession, bouncing back from prior shocks and adapting to policy changes.
- ✓ **Consumer Strength:** Consumer spending remained robust, driving economic growth and contributing to positive economic indicators like GDP.

- ✓ **Geopolitical Uncertainty:** Unrest between Israel and Palestine, the Russia-Ukraine war, and U.S. relations with China top the list of concerns and could disrupt the market and impact energy prices.
- ✓ **Presidential Election Year:** U.S. presidential elections may mean volatility in the equity markets, due to the uncertainty and potential policy changes associated with a new administration.
- ✓ **Potential Energy Price Surge:** Production cuts and oil market dynamics raise concerns about another spike in energy prices, which could exacerbate inflation and potentially weaken the economic recovery.



RISKS



OUTLOOK

- ✓ **Overall Optimism for 2024:** Continued focus on managing inflation and maintaining sound financial conditions will be crucial for long-term economic stability, and the importance of consumer spending and demand remains paramount for future economic growth.
- ✓ **Policy Plays a Crucial Role:** The successful policy interventions in 2023 demonstrate the importance of proactive and measured government responses to economic headwinds.
- ✓ **Challenges and Uncertainties Persist:** While optimism prevails for 2024, we acknowledge the presence of significant risks like geopolitical tensions, elections, and potential energy price hikes.

All data as of 12/31/2023

Information included was researched and written by OneDigital Investment Advisor's team of investment professionals. Please consider all investment decisions carefully and in coordination with an investment professional that understands your specific financial situation and goals. Investment advice offered through OneDigital Investment Advisors LLC, an SEC-registered investment adviser and wholly owned subsidiary of OneDigital. Any economic forecasts made are merely opinion, and any referenced performance data is historical. Past performance is no guarantee of future results.

NEW IDEAS – 457(B) TOP HAT PLAN

Overview



457(b) Top Hat Plans are non-qualified, employer sponsored retirement plans that allow Key Employees to save and invest tax advantaged dollars for retirement

Key Features



Tax deferred contributions



Tax deferred investment growth



Increased contribution limits



Employee & employer contributions

Expenses

Principal (Record-Keeping & Administration)

- \$4,000/year + \$125/participant

OneDigital (Advisory)

- \$2,500/year



Approximately 29% of non-profit organizations offer a 457(b) Top Hat Plan¹

1 – 2023 PlanSponsor Defined Contribution Plan Industry Report for Nonprofit Organizations, Endowments, or Foundations with plan assets between \$5M - \$50M



ADDITIONAL DISCUSSION ITEMS

New Ideas

- **Emergency Savings Account**
 - 63% of employees unable to cover a \$500 emergency expense²
- **Increased Auto-Escalation Maximum**
 - 6% -> 8%
 - Amendment in progress for 2024 plan year

2 – SecureSave, [What are the most attractive benefits options today?](#)

THANK YOU!

OneDigital is the nation's leading strategic advisory firm focused on driving business growth for employers of all sizes. Combining people and technology, OneDigital offers employers a sophisticated combination of strategic benefit advisory services, analytics, compliance support, human resources management tools and comprehensive insurance offerings.





To the Board of Directors
 CareerSource Central Florida 403(b) Plan
 Orlando, Florida 32804

We have audited the financial statements of the CareerSource Central Florida 403(b) Plan (the “Plan”), an employee benefit plan subject to the Employee Retirement Income Security Act of 1974 (“ERISA”), as permitted by ERISA Section 103(a)(3)(C) as of and for the year ended June 30, 2023, and have issued our report thereon dated January 19, 2024. As permitted by ERISA Section 103(a)(3)(C), our audit did not extend to any statements or information related to assets held for investment of the Plan (“investment information”) by Principal Trust Company and Equitable Financial Life Insurance Company (collectively, the “qualified institutions”), which are banks or similar institutions or insurance carriers that are regulated, supervised, and subject to periodic examination by a state or federal agency, that prepared and certified the statements or information regarding assets so held in accordance with 29 CFR 2520.103-5. Our audit did not extend to the certified investment information, except for obtaining and reading the certification, comparing the certified investment information with the related information presented and disclosed in the financial statements and ERISA-required supplemental schedules, and reading the disclosures relating to the certified investment information to assess whether they are in accordance with the presentation and disclosure requirements of accounting principles generally accepted in the United States of America (“U.S. GAAP”). Accordingly, the objective of an ERISA Section 103(a)(3)(C) audit is not to express an opinion about whether the financial statements as a whole are presented fairly, in all material respects, in accordance with U.S. GAAP.

Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated May 17, 2023, Professional standards also require that we communicate to you the following information related to our audit.

SIGNIFICANT AUDIT MATTERS

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Plan are described in Note 2 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2023. We noted no transactions entered into by the Plan during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements and the supplemental schedule prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and supplemental schedule and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was:

Management’s assessment for each of the Plan’s investment input levels under Accounting Standards Codification (“ASC”) 820, *Fair Value Measurements and Disclosures*. ASC 820 requires that the Plan assess and disclose in the financial statements the method of valuation for each Plan investment. We evaluated the key factors and assumptions used to make your assessments for each Plan investment in determining that it is reasonable in relation to the financial statements taken as a whole.

CareerSource Central Florida 403(b)

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Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the financial statements were:

Disclosure in Note 4 regarding information certified to by the qualified institutions which the Plan's independent accountants did not perform auditing procedures, except for comparing such information to the related information included in the financial statements and supplemental schedule, schedule of assets (held and end of year).

The disclosure of guaranteed investment contracts in Note 5 to the financial statements is significant due to fully benefit-responsive guaranteed investment contracts being valued at contract value, certain events limiting the Plan's ability to transact at contract value with issuers of investment contracts, and the guaranteed crediting rates of the contracts.

Party-in-interest transactions in Note 6 that describes the relationship between the Plan and the third party administrator for the custodial, recordkeeping, investment advisement, and co-fiduciary services and the expenses paid out of Plan assets to these parties-in-interest.

The financial statement disclosures are neutral, consistent, and clear.

Form 5500 Procedures

We are required to obtain and read a substantially complete draft of Form 5500 prior to dating our auditor's report. The purpose of this procedure is to identify any material inconsistencies between the draft Form 5500 and the Plan's financial statements. We identified no material inconsistencies in performing and completing our audit.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no such misstatements identified during the audit.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated January 19, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Plan's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

CareerSource Central Florida 403(b)
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Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Plan's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

OTHER MATTERS

Our responsibility for the ERISA-required supplemental schedule accompanying the financial statements is to perform adequate procedures to evaluate whether the form and content of the ERISA-required supplemental schedule, other than that agreed to or derived from the certified investment information, is presented in compliance with Department of Labor's ("DOL") Rules and Regulations for Reporting and Disclosure under ERISA, and whether the information in the supplemental schedule related to assets held by and certified to by qualified institutions agrees to, or is derived from, in all material respects, the information prepared and certified by institutions that management determined meets the requirements of ERISA Section 103(a)(3)(C).

This information is intended solely for the use of the Audit Committee of the Board of Trustees and management of the Plan and is not intended to be, and should not be, used by anyone other than these specified parties.

Cherry Bekaert LLP

Orlando, Florida
January 19, 2024

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN

FINANCIAL STATEMENTS AND SUPPLEMENTAL SCHEDULE

*As of June 30, 2023 and 2022 and
for the Year Ended June 30, 2023*

And Report of Independent Auditor

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN
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SUPPLEMENTAL SCHEDULES

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Note: All other schedules required by Section 2520.103-10 of the Department of Labor’s Rules and Regulations for Reporting and Disclosure under the Employee Retirement Income Security Act of 1974 have been omitted because they are not applicable.



Report of Independent Auditor

To the Plan Administrator
 CareerSource Central Florida 403(b) Plan
 Orlando, Florida

Scope and Nature of the ERISA Section 103(a)(3)(C) Audit

We have performed an audit of the accompanying financial statements of CareerSource Central Florida 403(b) Plan (the "Plan"), an employee benefit plan subject to the Employee Retirement Income Security Act of 1974 ("ERISA"), as permitted by ERISA Section 103(a)(3)(C). The financial statements comprise the statements of net assets available for benefits as of June 30, 2023 and 2022, and the related statement of changes in net assets available for benefits for the year ended June 30, 2023, and the related notes to the financial statements.

Management, having determined it is permissible in the circumstances, has elected to have the audits of the Plan's financial statements performed in accordance with ERISA Section 103(a)(3)(C) pursuant to 29 CFR 2520.103-8 of the Department of Labor's ("DOL") Rules and Regulations for Reporting and Disclosure under ERISA. As permitted by ERISA Section 103(a)(3)(C), our audits need not extend to any statements or information related to assets held for investment of the Plan ("investment information") by a bank or similar institution or insurance carrier that is regulated, supervised, and subject to periodic examination by a state or federal agency, provided that the statements or information regarding assets so held are prepared and certified to by the bank or similar institution or insurance carrier in accordance with 29 CFR 2520.103-5 of DOL's Rules and Regulations for Reporting and Disclosure under ERISA ("qualified institutions").

Management has obtained certifications from qualified institutions as of June 30, 2023 and 2022, and for the year ended June 30, 2023, stating that the certified investments information, as described in Note 4 to the financial statements, is complete and accurate.

Opinion

In our opinion, based on our audits and on the procedures performed as described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section:

- The amounts and disclosures in the financial statements referred to above, other than those agreed to or derived from the certified investment information, are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.
- The information in the financial statements referred to above related to assets held by and certified to by qualified institutions agrees to, or is derived from, in all material respects, the information prepared and certified by institutions that management determined meet the requirements of ERISA Section 103(a)(3)(C).

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the Plan and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our ERISA Section 103(a)(3)(C) audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. Management's election of the ERISA Section 103(a)(3)(C) audit does not affect management's responsibility for the financial statements.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Plan's ability to continue as a going concern for one year after the date the financial statements are available to be issued.

Management is also responsible for maintaining a current Plan instrument, including all Plan amendments; administering the Plan; and determining that the Plan's transactions that are presented and disclosed in the financial statements are in conformity with the Plan's provisions, including maintaining sufficient records with respect to each of the participants, to determine the benefits due or which may become due to such participants.

Auditor's Responsibilities for the Audit of the Financial Statements

Except as described in the *Scope and Nature of the ERISA Section 103(a)(3)(C) Audit* section of our report, our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Plan's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Plan's ability to continue as a going concern for a reasonable period of time.

Our audits did not extend to the certified investment information, except for obtaining and reading the certification, comparing the certified investment information with the related information presented and disclosed in the financial statements, and reading the disclosures relating to the certified investment information to assess whether they are in accordance with the presentation and disclosure requirements of accounting principles generally accepted in the United States of America.

Accordingly, the objective of an ERISA Section 103(a)(3)(C) audit is not to express an opinion about whether the financial statements as a whole are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Supplemental Schedule Required by ERISA

The supplemental schedule, Schedule of Assets (Held at End of Year) – Form 5500, Schedule H, Part IV, Line 4i as of June 30, 2023 presented for purposes of additional analysis and is not a required part of the financial statements but is supplementary information required by DOL's Rules and Regulations for Reporting and Disclosure under ERISA. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information included in the supplemental schedule, other than that agreed to or derived from the certified investment information, has been subjected to auditing procedures applied in the audits of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with generally accepted auditing standards. For information included in the supplemental schedule that agreed to or is derived from the certified investment information, we compared such information to the related certified investment information.

In forming our opinion on the supplemental schedule, we evaluated whether the supplemental schedule, other than the information agreed to or derived from the certified investment information, including its form and content, is presented in conformity with DOL's Rules and Regulations for Reporting and Disclosure under ERISA.

In our opinion:

- The form and content of the supplemental schedule, other than the information in the supplemental schedule that agreed to or is derived from the certified investment information, is presented, in all material respects, in conformity with DOL's Rules and Regulations for Reporting and Disclosure under ERISA.
- The information in the supplemental schedule related to assets held by and certified to by qualified institutions agrees to or is derived from, in all material respects, the information prepared and certified by institutions that management determined meets the requirements of ERISA Section 103(a)(3)(C).

Cherry Bekaert LLP

Orlando, Florida
January 19, 2024

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN
STATEMENTS OF NET ASSETS AVAILABLE FOR BENEFITS

JUNE 30, 2023 AND 2022

	<u>2023</u>	<u>2022</u>
ASSETS		
Investments, at fair value	\$ 9,175,069	\$ 7,412,457
Fully benefit-responsive investment contracts, at contract value	658,362	782,738
Notes receivable from participants	210,786	184,615
Employer contribution receivable	27,519	-
Participant contribution receivable	35,562	-
Total Assets	<u>10,107,298</u>	<u>8,379,810</u>
LIABILITIES		
Contributions refund payable	2,081	-
Net Assets Available for Benefits	<u>\$ 10,105,217</u>	<u>\$ 8,379,810</u>

The accompanying notes to the financial statements are an integral part of these statements.

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN
STATEMENT OF CHANGES IN NET ASSETS AVAILABLE FOR BENEFITS

YEAR ENDED JUNE 30, 2023

Additions (Losses) to Net Assets Attributed to:	
Investment Income (Loss):	
Net appreciation in fair value of investments	\$ 648,219
Net depreciation in contract value of investments	(119,881)
Interest and dividends	243,872
Other income	51
	<u>772,261</u>
Net Investment Income	<u>772,261</u>
Interest income on notes receivable from participants	<u>10,825</u>
Contributions:	
Participants	953,438
Employer	719,666
Other contributions, including rollovers	243,646
	<u>1,916,750</u>
Total Contributions	<u>1,916,750</u>
Total Additions	<u>2,699,836</u>
Deductions from net assets attributed to:	
Benefits paid to participants	940,513
Administrative expenses	33,916
	<u>974,429</u>
Total Deductions	<u>974,429</u>
Net increase in net assets available for benefits	1,725,407
Net assets available for benefits, beginning of year	<u>8,379,810</u>
Net assets available for benefits, end of year	<u><u>\$ 10,105,217</u></u>

The accompanying notes to the financial statements are an integral part of these statements.

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022

Note 1—Description of the Plan

The following description of the CareerSource Central Florida (formerly known as Workforce Central Florida) 403(b) Plan (the "Plan") provides only general information. Participants should refer to the Plan Agreement for a more comprehensive description of the Plan's provisions.

General – The Plan is a 403(b) defined contribution plan covering all eligible employees of CareerSource Central Florida (the "Company" or "Employer") as defined in the Plan document. The Plan has an effective date of October 1, 1999. Employees are automatically enrolled in the Plan once eligible with a deferral rate of 4% of compensation. Deferral contributions for each active participant having automatic enrollment contributions are increased annually by 1%, up to a maximum of 6% of compensation. The increase is every January 1. The automatic elective deferral contributions shall apply to participants at the time they enter or reenter the Plan and shall also apply to active participants that are deferring less than 6% or who are not deferring. The Plan is subject to the provisions of the Employee Retirement Income Security Act of 1974 ("ERISA"). The Plan was restated effective August 21, 2021.

Eligibility – All employees are eligible to participate in the Plan with the exception of employees who normally work less than 20 hours per week and employees who are enrolled as students and regularly attend classes offered by the Employer. Eligible employees can make elective deferrals beginning on their date of hire and can receive Employer contributions after the employee has completed six months of service and upon attaining the age of 21 years.

Contributions – Under the Plan, eligible participants may elect to contribute up to 100% of their compensation for the year, not to exceed the Internal Revenue Service ("IRS") limitation of \$22,500 for the Plan year ended June 30, 2023. Participants may also contribute amounts representing distributions from other qualified defined benefit or contribution plans. The Company provides matching contributions equal to 100% of a participant's elective deferrals not to exceed 8% of the participant's compensation. The Company may make discretionary contributions as well, not to exceed the maximum amount that may be contributed under the law.

Catch-Up Contributions – For the year ended June 30, 2023, if a participant is eligible to make contributions and reaches age 50 before the end of the calendar year, the participant may contribute an additional \$7,500 into the Plan as a pre-tax contribution subject to certain IRC limitations. Catch-up contributions are not eligible for matching contributions made by the Company.

Participant Accounts – Each participant's account is credited with the employee contributions, the Company's contributions, Plan earnings (loss), and an allocation of administrative expenses. Allocations are based on participant earnings or account balances, as defined in the Plan document. Participants may direct the investment of their account balances into various funds offered by the Plan. The benefit to which a participant is entitled is the benefit that can be provided from the participant's vested account.

Vesting – Employee contributions and rollover contributions are immediately vested. Employer contributions vest according to the following schedule, with a year of service defined as a one-year period ending on June 30 in which the participant has 1,000 or more hours of service:

<u>Years of Service</u>	<u>Vested Percentage</u>
Less than 1 year	0%
1 year	25%
2 years	50%
3 years	100%

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022

Note 1—Description of the Plan (continued)

Benefits Paid to Participants – A participant may withdraw any part of his or her vested account resulting from voluntary contributions or rollover contributions at any time. A participant may withdraw any part of his or her vested account resulting from elective deferral contributions, matching contributions, qualified non-elective contributions, additional contributions, and discretionary contributions any time after he or she attains age 59½. Age 59½ withdrawals may be made once annually in any 12-month period. Withdrawals may be a single lump-sum distribution or annual installments.

Notes Receivable from Participants – Participants are permitted to take loans from the Plan from a minimum of \$1,000 up to a maximum equal to the lesser of \$50,000 or 50% of their vested account balance. Participants are allowed no more than one outstanding loan at a time. The loan is secured by the balance in the participant's account and bears interest at a rate available from similar lending institutions. The maximum term of any loan may not exceed five years, unless it is for the purpose of buying, building or substantially rehabilitating a primary residence.

Plan Expenses – The Plan permits the payment of Plan expenses to be made from the Plan's assets. If the Company does not pay the Plan expenses from its own assets, then the expenses will be paid using the Plan's assets and will generally be allocated among the accounts of all participants in the Plan. Investment fees are allocated to participants in proportion to the amount of their account balance. Participant fees are charged directly to the accounts of the participants who incur those fees.

Note 2—Summary of significant accounting policies

Basis of Accounting – The accompanying financial statements have been prepared on the accrual basis of accounting, except for benefit payments, which are reported on a cash basis in accordance accounting principles generally accepted in the United States of America ("U.S. GAAP").

Use of Estimates – The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect the reported amounts of net assets available for benefits and changes therein, and disclosure of contingent assets and liabilities. Accordingly, actual results could differ from those estimates.

Risks and Uncertainties – Investment securities, in general, are exposed to various risks, such as interest rate, credit, and overall market volatility. Due to the level of risk associated with credit investment securities, it is reasonably possible that changes in the values of investment securities will occur in the near term and such changes could materially affect the amounts reported in the statements of net assets available for benefits.

Notes Receivable from Participants – Notes receivable from participants are reported at their unpaid principal balance plus any accrued but unpaid interest, with no allowance for credit losses, as repayments of principal and interest are received through payroll deductions and the notes are collateralized by the participants' account balances. Delinquent notes receivable from participants are recorded as deemed distributions based on terms of the Plan document.

Investment Options – Participants may direct 100% of their allocation of contributions with the Principal Trust Company ("Principal") or the Equitable Financial Life Insurance Company ("Equitable"), the "Qualified Institutions" of the Plan. Within Principal and Equitable, participants may select between a number of investment options.

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022

Note 2—Summary of significant accounting policies (continued)

Investment Recognition – Investments are reported at fair value, except for fully benefit-responsive investments, which are reported at contract value. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Contract value is the relevant measurement attribute for that portion of the net assets available for benefits of a defined contribution plan attributable to fully benefit-responsive investment contracts because contract value is the amount participants would receive if they were to initiate permitted transactions under the terms of the Plan. Fair value determinations are made based upon a hierarchy that prioritizes the inputs to valuation techniques. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3).

Three levels of inputs may be used to measure fair value:

Level 1 – Inputs to the valuation methodology are quoted prices available in active markets for identical investments as of the reporting date;

Level 2 – Inputs to the valuation methodology are other than quoted prices in active markets, which are either directly or indirectly observable as of the reporting date; and

Level 3 – Inputs to the valuation methodology are unobservable inputs in situations where there is little or no market activity for the asset or liability and the reporting entity makes estimates and assumptions related to the pricing of the asset or liability, including assumptions regarding risk.

A financial instrument's level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. The following are descriptions of the valuation methodologies used for instruments measured at fair value:

Mutual Funds – Valued at the daily closing price as reported by the fund. Mutual funds held by the Plan are open-end mutual funds that are registered with the U.S. Securities and Exchange Commission. These funds are required to publish their daily net asset value (“NAV”) and to transact at that price. NAV is a quoted price in an active market and classified within Level 1 of the valuation hierarchy.

Mutual Funds, Index Funds, and Variable Annuity Balanced Mutual Funds in Pooled Separate Accounts - These assets are not available in an exchange or an active market; however, as a practical expedient, the fair value is determined based on NAV of the underlying assets as traded in an exchange or active market. Pooled separate accounts using NAV as a practical expedient have not been classified under the fair value hierarchy.

Guaranteed Investment Contracts (Non-Fully Benefit Responsive Portion) – These investments are guaranteed fixed income annuities backed by Equitable claims paying ability whereby the annuities guarantee principal and a minimum interest rate. The non-fully benefit responsive portion of these contracts provides an opportunity for additional amounts in excess of the guaranteed rate and is reported at fair value, classified within Level 3 of the valuation hierarchy. See Note 5 for further details.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while the Plan believes its valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022

Note 2—Summary of significant accounting policies (continued)

Payment of Benefits – Benefits paid to participants are recorded when paid.

Deemed Loan Distributions – Deemed loan distributions are recorded when the participant defaults on the loan.

Forfeitures – As of June 30, 2023 and 2022, there were \$20,763 and \$12,592, respectively, in forfeited nonvested accounts. These accounts may be used to reduce future Employer contributions or to pay administrative expenses.

Administrative Expenses – Plan administrative expenses are paid out of Plan assets, unless otherwise stated.

Note 3—Fair value measurement

Below are the Plan's financial instruments carried at fair value on a recurring basis by the fair value hierarchy levels as of June 30:

	2023				Total Fair Value
	Level 1	Level 2	Level 3	Other ^(a)	
Mutual funds	\$ 8,717,167	\$ -	\$ -	\$ -	\$ 8,717,167
Pooled separate accounts	-	-	-	323,910	323,910
Guaranteed investment contracts	-	-	133,992	-	133,992
Total investments at fair value	<u>\$ 8,717,167</u>	<u>-</u>	<u>\$ 133,992</u>	<u>\$ 323,910</u>	<u>\$ 9,175,069</u>

	2022				Total Fair Value
	Level 1	Level 2	Level 3	Other ^(a)	
Mutual funds	\$ 6,988,457	\$ -	\$ -	\$ -	\$ 6,988,457
Pooled separate accounts	-	-	-	293,868	293,868
Guaranteed investment contracts	-	-	130,132	-	130,132
Total investments at fair value	<u>\$ 6,988,457</u>	<u>-</u>	<u>\$ 130,132</u>	<u>\$ 293,868</u>	<u>\$ 7,412,457</u>

^(a) In accordance with U.S. GAAP, certain investments that are measured at fair value using NAV per share (or its equivalent) as a practical expedient have not been classified in the fair value hierarchy. The fair value amounts presented in these tables are intended to permit reconciliation of the fair value hierarchy to the amounts presented in the statements of net assets available for benefits.

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN
NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022

Note 3—Fair value measurement (continued)

The following tables summarize certain information about investments measured at fair value based on NAV per share, which are not readily determinable, as of June 30:

2023				
Asset	Fair Value	Unfunded Commitments	Redemption Frequency	Redemption Notice Period
Pooled separate accounts	\$ 323,910	n/a	Daily	30 days

2022				
Asset	Fair Value	Unfunded Commitments	Redemption Frequency	Redemption Notice Period
Pooled separate accounts	\$ 293,868	n/a	Daily	30 days

The following table shows the amounts of transfers into and out of purchases, and issues of Level 3 investments for the year ended June 30, 2023:

Transfers In	<u><u>\$ 3</u></u>
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The following tables summarize investments for which fair value is shown under Level 3 hierarchy as of June 30:

2023				
Asset	Fair Value	Valuation Technique	Unobservable Inputs	Rate (weighted average)
Guaranteed investment contracts	\$ 133,992	Discounted cash flow	Risk - adjusted discount rate applied	1.00% - 3.00%

2022				
Asset	Fair Value	Valuation Technique	Unobservable Inputs	Rate (weighted average)
Guaranteed investment contracts	\$ 130,132	Discounted cash flow	Risk - adjusted discount rate applied	1.00% - 3.00%

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022

Note 4—Information certified by the Custodians (unaudited)

The Plan has elected the method of compliance as permitted by 29 CFR 2520.103-8 of the Department of Labor's Rules and Regulations for Reporting and Disclosure under ERISA. Accordingly, the Qualified Institutions, have certified to the completeness and accuracy of the following data included in the accompanying financial statements and supplemental schedule:

- Investments, at fair value, fully benefit-responsive investment contracts, at contract value, and notes receivable from participants as shown in the statements of net assets available for benefits as of June 30, 2023 and 2022.
- Net appreciation in fair value of investments, net depreciation in contract value of investments, interest and dividends, and interest income on notes receivable from participants as shown in the statement of changes in net assets available for benefits for the year ended June 30, 2023.
- Schedule of Assets (Held at End of Year) – Form 5500, Schedule H, Part IV, Line 4i as of June 30, 2023.

The Plan's independent auditor did not perform auditing procedures with respect to the certified information, except for comparing such information to the related information included in the financial statements and supplemental schedule.

Note 5—Guaranteed investment contracts with insurance companies

Principal – The Plan invests in a guaranteed fixed annuity contract with Principal. Principal maintains the contributions in the Principal General Account. Principal groups the premium dollars it receives over defined time periods into vintages, typically composed of one or more contiguous calendar months, for the purpose of determining the crediting rate to participant's accounts. The crediting rate for each vintage is determined, in part, by the net investment earnings rate of the Principal assets supporting that vintage, minus a charge for administrative expenses, and an amount set aside for contingency reserves. Participants may ordinarily direct the withdrawal or transfer of all or a portion of their investment at contract value.

Because the guaranteed investment contract with Principal is fully benefit-responsive, contract value is the relevant measurement attribute for the net assets available for benefits attributable to this guaranteed investment contract. The fully benefit-responsive investment contract included in the financial statements at contract value as reported to the Plan by Principal (\$658,362 and \$782,738 at June 30, 2023 and 2022, respectively, unaudited).

The guaranteed investment contract issuer is contractually obligated to repay the principal and a specified interest rate that is guaranteed to the Plan. The crediting interest rate is based on a formula agreed upon with the issuer. The interest rate credited to participants of the investment contracts for the Plan was 1.30% for the year ended June 30, 2023.

Certain events limit the Plan's ability to transact at contract value with Principal. Such events include the following: (a) amendments to the Plan documents (including complete or partial Plan termination or merger with another plan), (b) changes to the Plan's prohibition on competing investment options or deletion of equity wash provisions, (c) bankruptcy of the Plan sponsor or other Plan sponsor events (for example, divestitures or spin-offs of a subsidiary) that cause a significant withdrawal from the Plan, or (d) the failure of the trust to qualify for exemption from federal income taxes or any required prohibited transaction exemption under the ERISA. The Plan administrator does not believe any events that would limit the Plan's ability to transact at contract value with Plan participants are probable of occurring.

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN NOTES TO THE FINANCIAL STATEMENTS

JUNE 30, 2023 AND 2022

Note 5—Guaranteed investment contracts with insurance companies (continued)

The guaranteed investment contract does not permit Principal to terminate the agreement prior to the scheduled maturity date.

Equitable – The Plan invests in guaranteed interest investments with Equitable. Each participant's account is credited with the participant's contribution, an allocation of the Employer's contribution and Plan earnings, and is charged for Plan withdrawals.

As described in Note 2, the guaranteed investment contract with Equitable is not fully benefit-responsive; accordingly, fair value is the relevant measurement attribute for that portion of the net assets available for benefits attributable to the guaranteed investment contract. The fair value of the investment contracts at June 30, 2023 and 2022 was \$133,992 and \$130,132, respectively, (unaudited).

Certain events allow the issuer to terminate the contract with the Plan and settle at an amount different from contract value. The contracts may be terminated by the Plan sponsor by providing notice of termination. Employer directed withdrawals, including termination, may be subject to a surrender charge, as outlined in the agreement. No events are probable of occurring that might limit the ability of the Plan to transact at contract value with the contract issuers and that also would limit the ability of the plan to transact at contract value with the participants.

Note 6—Party-in-interest transactions

Plan investments are held and managed by the Qualified Institutions and qualify as party-in-interest transactions; however, they are exempt from the prohibited transactions rules under ERISA. Notes receivable from participants also qualify as party-in-interest transactions.

Fees paid by the Plan for the investment management services of Principal and Equitable amounted to \$33,916 for the year ended June 30, 2023, and are recorded in administrative expenses.

Note 7—Plan termination

The Company believes the Plan will continue without interruption but reserves the right to discontinue the Plan. In the event such discontinuance results in termination of the Plan, the Plan provides that the assets be allocated among the participants and beneficiaries in the amounts credited to each participant's respective account at the effective date of such termination. Distribution of participant account balances will occur as soon as administratively feasible upon termination of the Plan.

Note 8—Tax status

The Internal Revenue Service is developing a determination letter program for Section 403(b) plans; however, the procedures for a Section 403(b) plan determination letter program have not been issued. The Plan is designed through a prototype plan, and the prototype sponsor as well as the Company believe the Plan is designed and is currently being operated in compliance with the applicable requirements of the IRC and has no income subject to business income tax.

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN
NOTES TO THE FINANCIAL STATEMENTS*JUNE 30, 2023 AND 2022*

Note 8—Tax status (continued)

U.S. GAAP requires Plan management to evaluate tax positions taken by the Plan and recognize a tax liability (or asset) if the Plan has taken an uncertain position that more likely than not would not be sustained upon examination by the IRS. Plan management has analyzed the tax positions taken by the Plan, and has concluded that as of June 30, 2023 and 2022, there are no uncertain positions taken or expected to be taken that would require recognition of a liability (or asset) or disclosure in the financial statements. The Plan is subject to audit by taxing jurisdictions; however, there are currently no audits for any tax periods in progress.

Note 9—Subsequent events

The Plan has evaluated subsequent events through January 19, 2024 in connection with the preparation of these financial statements, which is the date the financial statements were available to be issued.

SUPPLEMENTAL SCHEDULE

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN
SCHEDULE OF ASSETS (HELD AT END OF YEAR)
FORM 5500, SCHEDULE H, PART IV, LINE 4i
EIN: 59-3396497, PLAN NUMBER: 001

JUNE 30, 2023

(a)	(b) Identity of Issue, Borrower, Lessor, or Similar Party	(c) Description of Investment Including Maturity, Date, Rate of Interest, Collateral, Par, or Maturity Value	(e) Current Value
Guaranteed Investment Contracts:			
*	Principal	Principal Life Insurance Company Fixed Income Guaranteed Option	\$ 658,362
*	Equitable	AXA Equitable Life Insurance Company Fixed Income Guaranteed Option	133,992
Total Guaranteed Investment Contracts			792,354
Mutual Funds:			
*	Principal	American Century One Choice In Retirement A Fund	653,869
*	Principal	American Century One Choice 2025 A Fund	1,360,946
*	Principal	American Century One Choice 2030 A Fund	1,315,758
*	Principal	American Century One Choice 2035 A Fund	1,260,907
*	Principal	American Century One Choice 2040 A Fund	1,123,663
*	Principal	American Century One Choice 2045 A Fund	1,236,290
*	Principal	American Century One Choice 2050 A Fund	503,808
*	Principal	American Century One Choice 2055 A Fund	406,416
*	Principal	American Century One Choice 2060 A Fund	60,342
*	Principal	American Century One Choice 2065 A Fund	16,356
*	Principal	American Century MidCap Value A Fund	23,237
*	Principal	Invesco Divers Dividend A Fund	21,519
*	Principal	JanusHenderson Triton S Fund	21,707
*	Principal	MFS International Diversification R6 Fund	46,331
*	Principal	Principal LargeCap S&P 500 Index R5 Fund	391,457
*	Principal	Principal MidCap S&P 400 Index R5 Fund	58,903
*	Principal	Principal Real Estate Securities R6 Fund	55,472
*	Principal	Principal SmallCap S&P 600 Index R5 Fund	35,276
*	Principal	Western Asset Core Plus Bond A Fund	6,502
*	Principal	T. Rowe Price Blue Chip Growth Fund	58,080
*	Principal	Delaware Small Cap Value Fund	21,522
*	Principal	BlackRock Mid-Cap Growth Equity K Fund	38,806
Total Mutual Funds			8,717,167

CAREERSOURCE CENTRAL FLORIDA 403(b) PLAN
SCHEDULE OF ASSETS (HELD AT END OF YEAR) (CONTINUED)
FORM 5500, SCHEDULE H, PART IV, LINE 4i
EIN: 59-3396497, PLAN NUMBER: 001

JUNE 30, 2023

(a)	(b) Identity of Issue, Borrower, Lessor, or Similar Party	(c) Description of Investment Including Maturity, Date, Rate of Interest, Collateral, Par or Maturity Value	(e) Current Value
Pooled Separate Accounts:			
*	Equitable	EQ/Equity 500 Index	\$ 20,700
*	Equitable	EQ/International Equity Index	693
*	Equitable	AXA/AB Small Cap Growth	969
*	Equitable	AXA/Horizon Small Cap Value	716
*	Equitable	Multimanager Aggressive Equity	34
*	Equitable	AXA Moderate Allocation	85,941
*	Equitable	AXA Conserv-Plus Allocation	17,115
*	Equitable	AXA Moderate-Plus Allocation	120,928
*	Equitable	AXA Aggressive Allocation	5,019
*	Equitable	AXA Aggressive Growth Strategy	9,838
*	Equitable	EQ/GAMCO Mergers & Acqu	402
*	Equitable	EQ/Small Cap Value	10,277
*	Equitable	EQ/Mid Cap Index	9,458
*	Equitable	EQ/Morgan Stanley Mid Cap Growth	573
*	Equitable	EQ/American Century Mid Cap Val	342
*	Equitable	AXA EQ Common Stock Index	18,778
*	Equitable	AXA Int Val Managed Vol	606
*	Equitable	AXA Lg Cap Grw Managed Vol	3,860
*	Equitable	AXA Glb Eqty Managed Vol	3,194
*	Equitable	AXA Mid Cap Val Managed Vol	1,505
*	Equitable	EQ/BlackRock Basic Value Eqty	2,092
*	Equitable	AXA Lg Cap Core Managed Vol	396
*	Equitable	AXA Int Core Managed Vol	6,737
*	Equitable	AXA Lg Cap Val Managed Vol	3,710
*	Equitable	EQ Money Market	27
Total Pooled Separate Accounts			<u>323,910</u>
Notes Receivables from Participants:			
*	Plan participants	Notes receivable from participants (interest rates 4.25% to 9.50%, maturing no later than April 2038), secured by participant accounts.	210,786
Total Assets (Held at Year End)			<u><u>\$ 10,044,217</u></u>

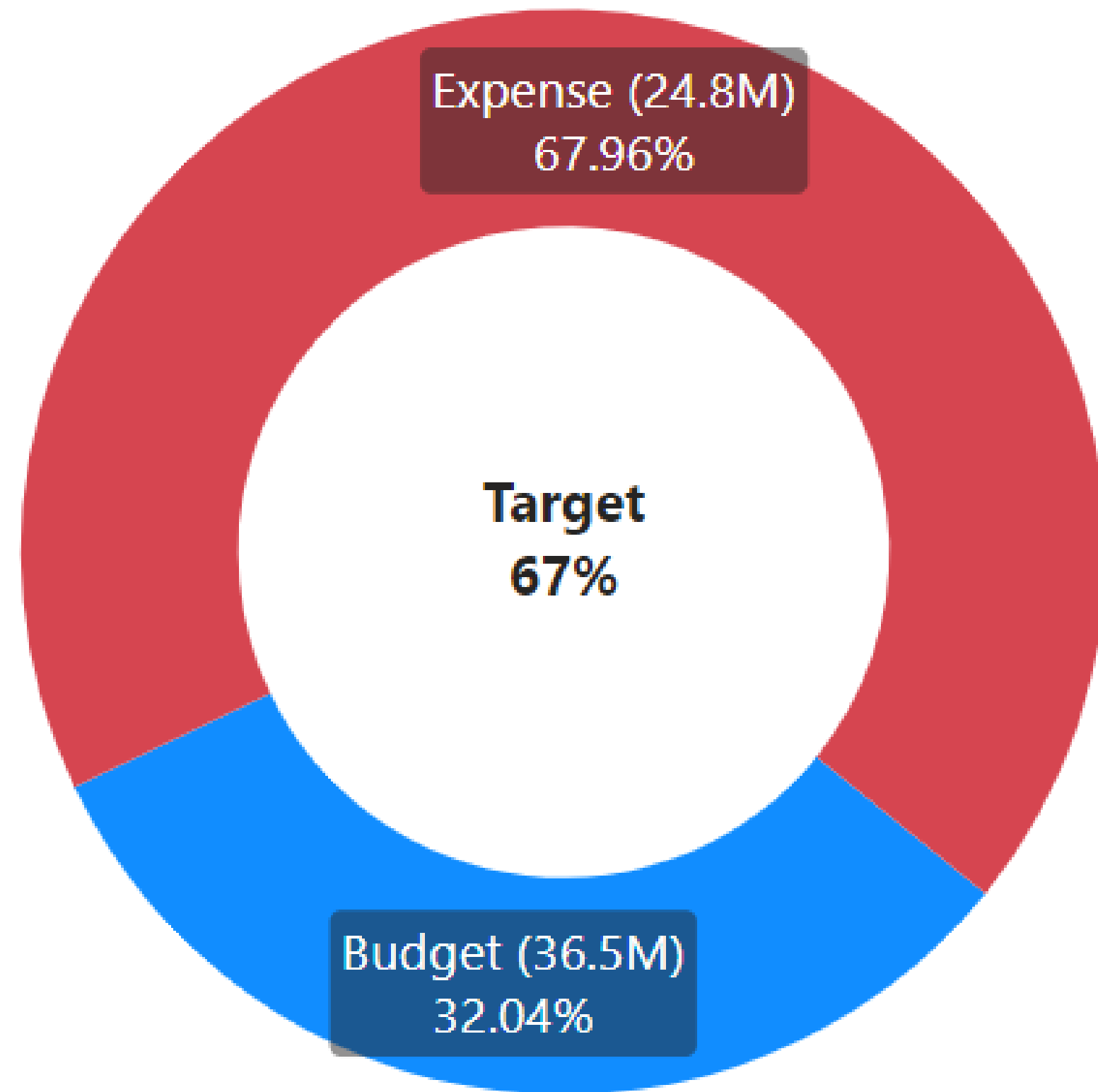
* An asterisk in column (a) denotes a party-in-interest to the Plan.
Column (d) has not been presented as it is not required for participant directed accounts.



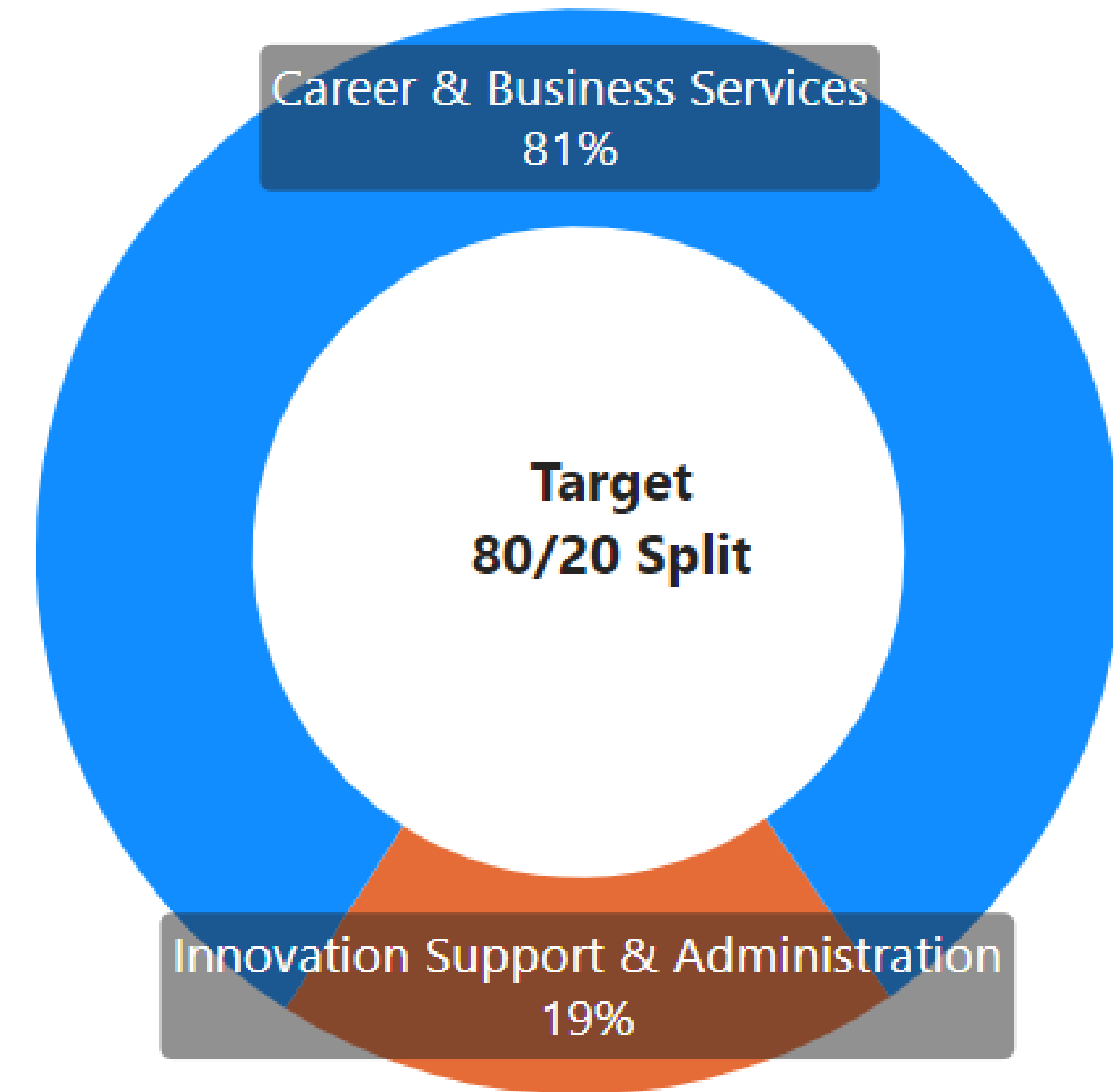
FY 2023 – 2024 FINANCIAL RESULTS THRU 2/29/24

Budget Vs. Actual Through 02/29/2024

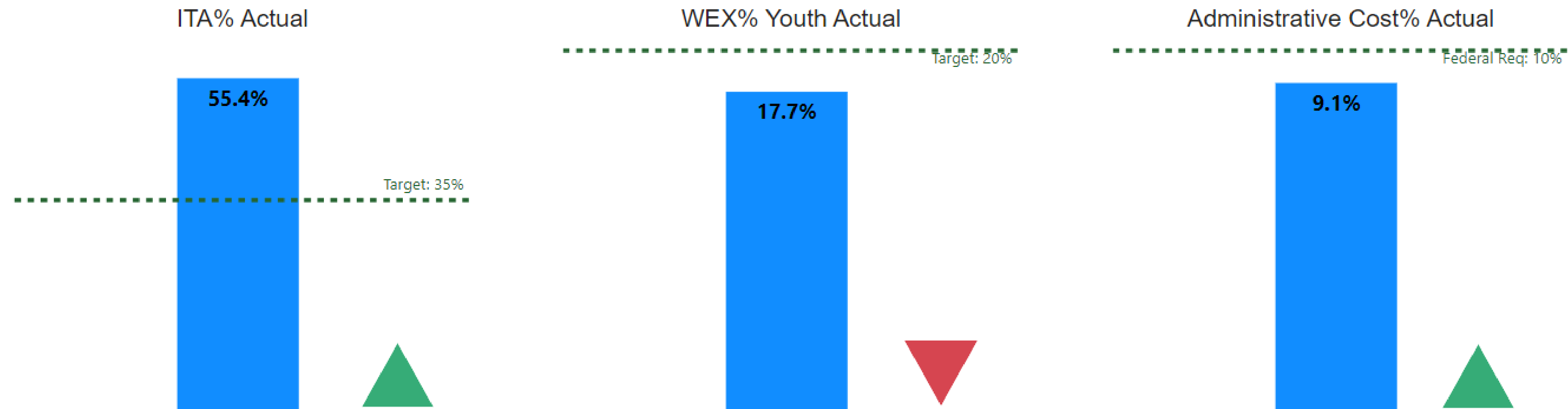
Budget to Actual Expenses



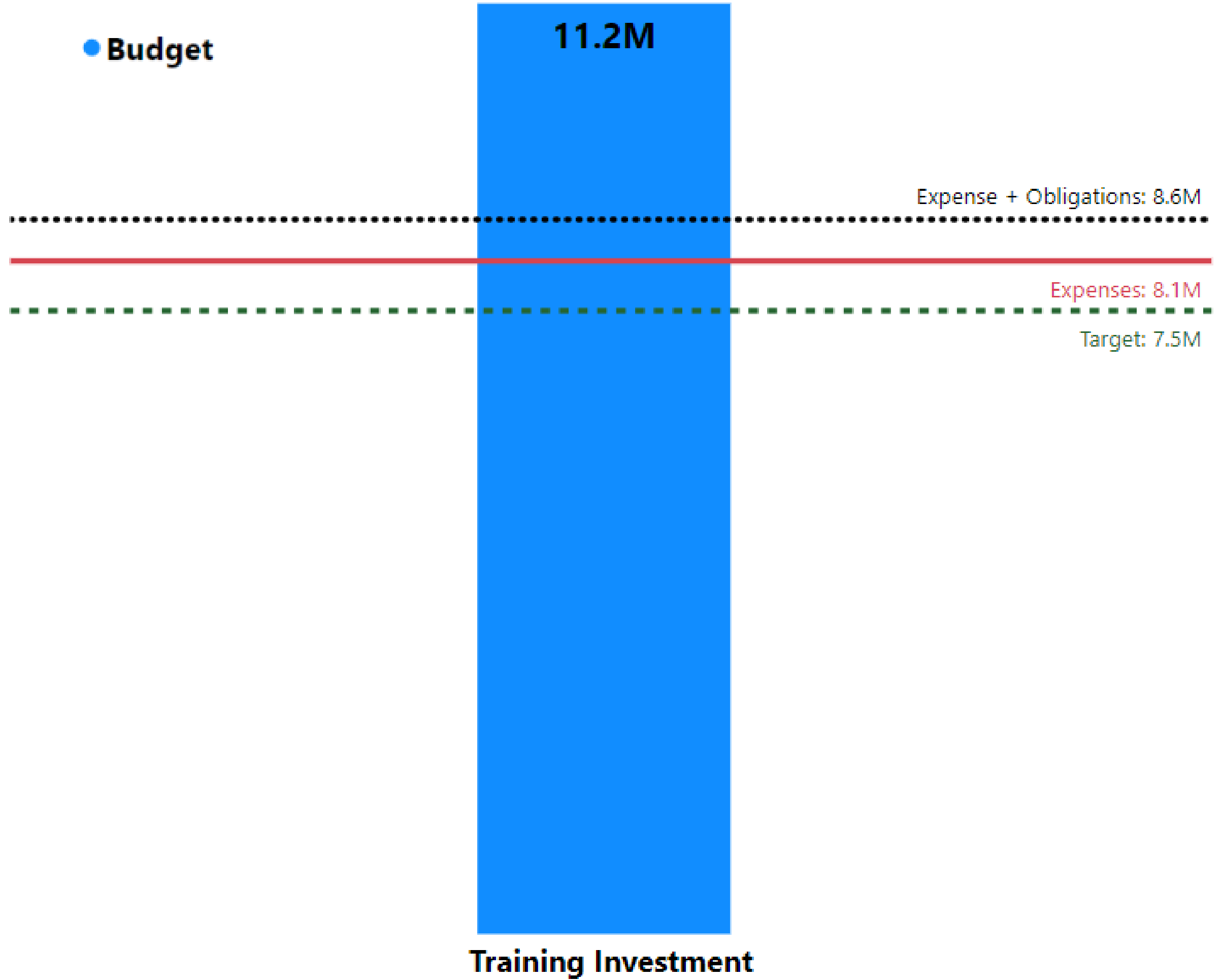
Budget Operations/Support



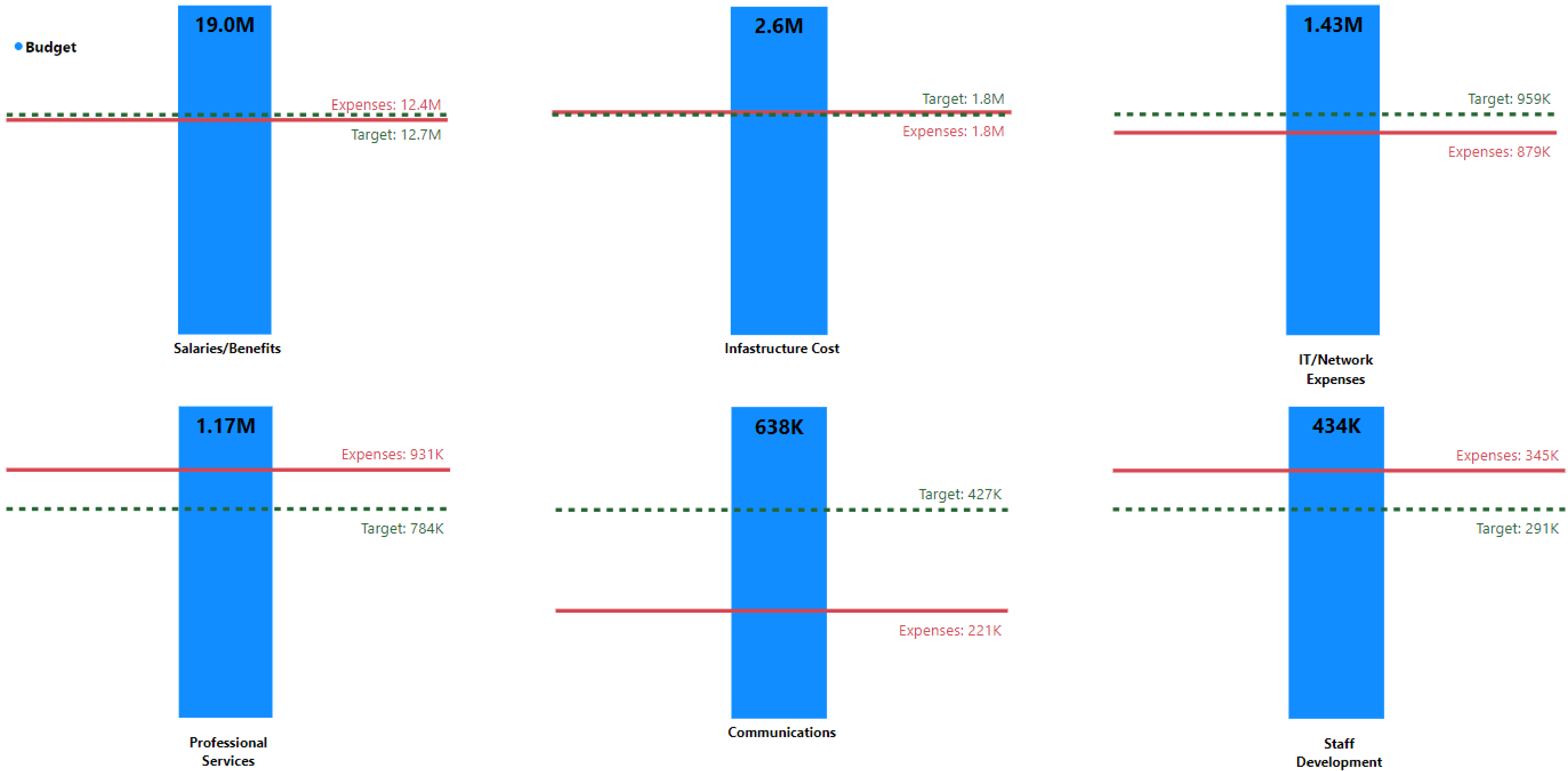
Budget Federal/State Requirements – Through 02/29/2024



Budget Federal/State Requirements – Through 02/29/2024



Budget VS Actual by Expenditure Category 02/29/2024





CareerSource Central Florida
Budget vs. Actual Report (Summary)
As of 02/29/24

CSCF Budget FY 2022 - 2023			
Funding Sources	Total Revenue		
Carry In Funds From FY 22 - 23	16,960,163		
FY 23 - 24 Award	30,039,920		
Award Total - Available Funds	47,000,083		
LESS planned Carryover For FY 24 - 25	(10,525,083)		
Total Available Funds Budgeted	36,475,000	Actual Expenditures	% of Expenditures

EXPENDITURE BY CATEGORY

Salaries/Benefits	19,001,000	12,641,312	66.5%
Training Investment	11,180,000	8,057,721	72.1%
Professional Services	1,170,000	930,719	79.5%
Outreach	638,000	221,309	34.7%
Infrastructure/Maintenance & Related Cost	2,620,000	1,785,277	68.1%
IT Cost/Network Expenses	1,432,000	878,753	61.4%
Staff Development & Capacity Building	434,000	344,990	79.5%
EXPENDITURES	36,475,000	24,860,082	68.2%

CareerSource Central Florida

Budget Versus Actual Report

As of 02/29/24

CSCF Budget FY 2023 - 2024		INDIRECT COST	RESEA	WIOA Adult	Youth	WIOA DW	WT	TAA	SNAP	WP	DVOP	LVER	NEG IAN	Project Opioid	At Risk Floridians	RAPID RESPONSE	Re-Entry Navigator	Apprentice Navigator	WIOA - Expectant Mothers	Level Up Orange	YOUTHBUILD	Orange County CCC	UNRESTRICTED	Actual Expenditures	% of Expenditures
Funding Sources	Total Revenue		119	20	22	30	60	81	85	90	94	98	29	49	30ARF	30RR	-	-	-	375,045	51	145	1,320,000		
Carry In Funds From FY 22 - 23	16,960,163		200,000	2,165,776	8,713	571,193	611,014	7,025	341,470	510,690	-	-	408,475	772,309	1,410,106	-	157,008	-	375,045	7,951,339	150,000	1,320,000	-		
FY 23 - 24 Award	30,039,920		741,973	4,966,604	5,016,757	4,301,417	7,087,405	100,000	1,000,000	2,399,110	132,247	106,907	700,000	150,000	-	275,000	-	62,500	-	-	-	-	3,000,000		
Award Total - Available Funds	47,000,083		941,973	7,132,380	5,025,470	4,872,610	7,698,419	107,025	1,341,470	2,909,800	132,247	106,907	1,108,475	922,309	1,410,106	275,000	157,008	62,500	375,045	7,951,339	150,000	1,320,000	3,000,000		
LESS planned Carryover For FY 24 - 25	(10,525,083)		(200,000)	(1,000,000)	-	(1,405,083)	(795,000)	-	-	(300,000)	-	-	-	-	-	-	-	-	-	(5,325,000)	-	-	(1,500,000)		
Total Available Funds Budgeted	36,475,000		741,973	6,132,380	5,025,470	3,467,527	6,903,419	107,025	1,341,470	2,609,800	132,247	106,907	1,108,475	922,309	1,410,106	275,000	157,008	62,500	375,045	2,626,339	150,000	1,320,000	1,500,000		
Authorized Budget																									
PROGRAM																									
Salaries/Benefits	19,001,000	1,835,037	480,373	2,711,156	1,549,199	293,177	2,074,808	3,658	736,843	405,337	101,774	70,070	58,474	211,619	318,612	173,905	49,584	99,682	108,107	1,141,755	43,633	-	174,511	12,641,312	66.5%
Training Investment	11,180,000	46	303	2,109,748	1,496,609	94,600	1,320,488	1,129	472	16,004	264	152	641,520	529,525	451,473	101	58	44	84,278	1,278,912	29,535	-	2,460	8,057,721 ^A	72.1%
Professional Services	1,170,000	214,673	13,698	76,154	43,212	8,081	256,308	375	21,353	44,358	11,561	7,299	995	5,220	8,330	4,555	1,411	2,123	2,454	159,426	1,536	-	47,598	930,719	79.5%
Outreach	638,000	4,835	5,462	44,972	35,136	3,117	50,455	118	8,755	15,430	4,545	2,894	479	2,151	3,426	2,053	570	835	3,600	5,960	663	-	25,854	221,309	34.7%
Infrastructure/Maintenance & Related Cost	2,620,000	133,499	17,906	117,017	65,560	10,431	224,728	501	28,642	1,061,844	16,623	12,261	1,332	7,528	13,044	6,113	1,505	3,115	3,424	725	2,173	-	57,306	1,785,277	68.1%
IT Cost/Network Expenses	1,432,000	79,695	34,856	197,310	112,472	20,251	122,635	1,059	53,949	116,897	29,120	20,072	2,513	15,008	22,620	11,632	2,317	8,218	6,271	9,287	4,461	-	8,110	878,753	61.4%
Staff Development & Capacity Building	434,000	69,991	11,187	64,698	39,350	6,804	48,229	294	18,449	36,817	8,572	7,086	845	5,636	8,029	3,586	705	1,798	1,760	6,351	1,488	-	3,317	344,990	79.5%
Indirect Cost (10%)		(2,092,900)	56,303	508,040	329,665	43,602	394,960	711	86,729	69,557	17,184	11,940	70,610	77,341	71,303	20,169	5,712	11,569	20,977	243,457	8,339	-	32,928		
EXPENDITURES	36,475,000	244,876	620,088	5,829,095	3,671,202	480,064	4,492,611	7,842	955,192	1,766,244	189,644	131,774	776,768	854,027	896,836	222,113	61,862	127,384	230,870	2,845,874	91,826	-	352,084	24,860,082	68.2%
FUNDING DECISIONS	-	-	-	(1,196,056)	107,918	1,181,335	-	-	-	53,421	-	-	-	-	-	-	-	(53,421)	-	-	(93,197)	-	-	0	
TOTAL BUDGET/EXPENDITURES	24,860,082	244,876	620,088	4,633,039	3,779,121	1,661,398	4,492,611	7,842	955,192	1,819,665	189,644	131,774	776,768	854,027	896,836	222,113	61,862	73,963	230,870	2,845,874	(1,371)	-	352,084	24,860,082	68.2%
TOTAL AVAILABLE FUNDS	11,614,918	(244,876)	121,885	1,499,341	1,246,349	1,806,129	2,410,808	99,183	386,278	790,135	(57,397)	(24,867)	331,707	68,282	513,270	52,887	95,146	(11,463)	144,175	(219,535)	151,371	1,320,000	1,147,916		
% OF FUNDS EXPENDED BY GRANT	68.2%		83.6%	75.6%	75.2%	47.9%	65.1%	7.3%	71.2%	69.7%	143.4%	123.3%	70.1%	92.6%	63.6%	80.8%	39.4%	118.3%	61.6%	108.4%	-0.9%	0.0%	23.5%		
% OF FUNDS EXPENDED (INCLUDING OBLIGATIONS)	69.6%																								
TRAINING OBLIGATIONS	\$	% of Budget																							
Training Investment as of 02/29/24	8,057,721	^A																							
Obligations (Training not yet billed by vendors)	521,456																								
Total Training & Expenditures	8,579,177																								
NOVEMBER 2023																									
	ACTUAL	TARGET																							
ITA % (Adult DW)	55.4%	35.0%																							
ITA% (Youth)	17.7%	20.0%																							
ADMINISTRATIVE COST %	9.1%	10.0%																							

^A - The states mandates that 35% of total WIOA adult and dislocated worker funds are spent in client intensive training activities.

^B - The state mandates that total administrative cost are not to exceed 10% of total cost.



CareerSource Central Florida
Current Year Budget and 2 yr Expenditure Comparison
As of 02/29/24

	CY	PY	\$	%
Funding Sources	Revenue	Revenue	Difference	Difference
Carry In Funds From FY 22 - 23	16,960,163	27,390,961	(10,430,798)	
FY 23 - 24 Award	30,039,920	35,362,526	(5,322,606)	
Award Total - Available Funds	47,000,083	62,753,487	(15,753,404)	
LESS planned Carryover For FY 24 - 25	(10,525,083)	(16,253,487)	5,728,404	
Total Available Funds Budgeted	36,475,000	46,500,000	(10,025,000)	-21.6%

	Budget	CY Expenditures	PY Expenditures	\$ Difference	% Difference
Salaries/Benefits	19,001,000	12,641,312	11,952,994	688,318	5.8%
Career & Youth Services	11,180,000	8,057,721	13,579,617	(5,521,895)	-40.7%
Professional Fees	1,170,000	930,719	960,603	(29,884)	-3.1%
Outreach	638,000	221,309	425,881	(204,572)	-48.0%
Infrastructure/Maintenance & Related Cost	2,620,000	1,785,277	1,753,315	31,962	1.8%
IT Cost/Network Expenses	1,432,000	878,753	913,443	(34,690)	-3.8%
Staff Development & Capacity Building	434,000	344,990	311,294	33,697	10.8%
TOTAL EXPENDITURES	36,475,000	24,860,082	29,897,146	(5,037,064)	-16.8%

	BUDGET	CY ACTUAL	PY ACTUAL
ITA %	35.0%	55.4%	51.9%
ADMINISTRATIVE COST %	10.0%	9.1%	9.2%



CURRENT YEAR BUDGET ADJUSTMENTS

CareerSource Central Florida
 3rd Quarter Budget Adjustment
 As of 02/29/24

Agenda Item 5A 4)

	Original Revenue	Adjusted Revenue		
Funding Sources	16,960,163	16,960,163		
Carry In Funds From FY 22 - 23	30,039,920	30,039,920		
FY 23 - 24 Award	47,000,083	47,000,083		
Award Total - Available Funds	(7,525,083)	(10,525,083)		
LESS planned Carryover For FY 24 - 25	39,475,000	36,475,000	\$ (3,000,000)	-7.6%
Total Available Funds Budgeted				
Expenditure Category	Current Budget	Proposed Revised Budget		
Salaries/Benefits	19,001,000	19,001,000	-	
Training Investment	14,180,000	11,180,000	(3,000,000)	
Professional Services	1,170,000	1,170,000	-	
Outreach	638,000	638,000	-	
Infrastructure/Maintenance & Related Cost	2,620,000	2,620,000	-	
IT Cost/Network Expenses	1,432,000	1,432,000	-	
Staff Development & Capacity Building	434,000	434,000	-	
EXPENDITURES	39,475,000	36,475,000	(3,000,000)	-7.6%

RETURN TO AGENDA



TRANSFER AUTHORITY OF WIOA ADULT/DW FUNDING



Action

To: Finance Committee
 From: Leo Alvarez, CFO
 Subject: Florida Commerce Approval for WIOA Transfer of Funds (Policy 118)
 Date: April 10, 2024

Purpose: The purpose of this memo is to request approval from the Finance Committee to add transfer of funds flexibility between WIOA Adult and Dislocated Worker funding.

Background: Due to CSFL Policy # 118 released in September of 2021 regarding Workforce Investment Opportunity Act (WIOA) Adult and Dislocated Worker Funds Transfer Authority, a Prior Approval Transfer Request Form must be approved by the full board to transfer funds between the Adult and Dislocated Worker WIOA funding streams. In the past board staff had 100% authority to transfer between these funds, but the new policy requires the board of directors approve the transfer. The signed form along with corresponding board minutes must be provided to Florida Commerce for final approval. CSCF is requesting for authority to request up to 90% of Program Year 2023 Dislocated Worker program funding stream be transferred to the Adult funding stream. CareerSource Central Florida is currently administering \$15.3M in ARPA funding to support the Dislocated Worker Population in Orange County. The request below allows CSCF greater flexibility to train the Adult population that does not meet the dislocated worker requirements.



Prior Approval Transfer Request Form - WIOA Adult and
 Dislocated Worker (DW) Programs From 7/1/2023
 through 6/30/2025

LWDB Number and Name (Requestor): CareerSource Central Florida (LWDB #12)

Name / Title of Requestor Representative: Leo Alvarez, CFO

Adult and Dislocated Worker Transfer Request						
Program Year	Program	Total Award Amount	Amount of Adult Requested to be Spent on DW	Percentage of Adult Requested to be Spent on DW	Amount of DW Requested to be Spent on Adult	Percentage of DW Requested to be Spent on Adult
2023	Dislocated Worker	4,301,417.00	0.00	0	3,871,276.00	90%

Action: CSCF staff seeks approval from the Finance Committee to approve the transfer request as presented above.



PROCUREMENT POLICY

INCREASE SMALL PURCHASE THRESHOLD



Action Item

To: Finance Committee

From: Leo Alvarez, CFO

Subject: CareerSource Central Florida – Increase the Simplified Acquisition Threshold

Date: April 10, 2024

Purpose:

The purpose of this memo is to seek approval from the Finance Committee to increase the simplified acquisition threshold from \$150,000 to \$250,000 to align with the Office of Management and Budgets (OMB) 2 CFR 200 federal guidance procurement caps.

Background:

On June 20, 2018, the U.S. Office of Management and Budget (OMB) issued memorandum M-18-18, Implementing Statutory Changes to the Simplified Acquisition Thresholds for Financial Assistance, raising the threshold to \$250,000 (from \$150,000). CSCF is seeking approval to align its purchasing threshold with that established by the federal government in the, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards 2 CFR 200 (Uniform Guidance) which are the rules applicable to grant expenditures. This update in policy will also bring CSCF into alignment with other CareerSource Boards around the state and most non-profits in the region.

Below is a chart of the new proposed purchasing threshold requirements for CSCF:

<u>Purchasing Budget</u>	<u>Procurement Action Required</u>
Purchases of up to \$10,000	Micro-Purchase. Determine Price reasonableness
Purchases \$10,001 to \$24,999	Two Written Quotes (informal solicitation)
Purchases \$25,000 to \$250,000	Three Written Quotes (informal solicitation)
Purchases over \$250,000	Formal Request for Proposals (RFP, RFQ)

Action:

Approval to recommend the Finance Committee to increase the simplified acquisition threshold to \$250,000 (from \$150,000).



FY 2024-2025 ACTIVITIES



BUDGET PLANNING FY 2024-2025



MEMORANDUM

To: Finance Committee
From: Leo Alvarez
Subject: CareerSource Central Florida – Fiscal Year 2024-2025 Budget Timeline
Date: April 10, 2024

Purpose:

The purpose of this Memo is to provide a timeline for approval of CareerSource Central Florida's fiscal year 2024-2025 budget.

Background:

In order to support timely implementation of the annual program year budget, CareerSource Central Florida's leadership is working hand in hand with the Finance and Career Services Committees to develop a detailed provisional budget. This provisional budget will then be presented for approval to the Board of Directors and Consortium on June 26 and June 28, 2024 respectively.

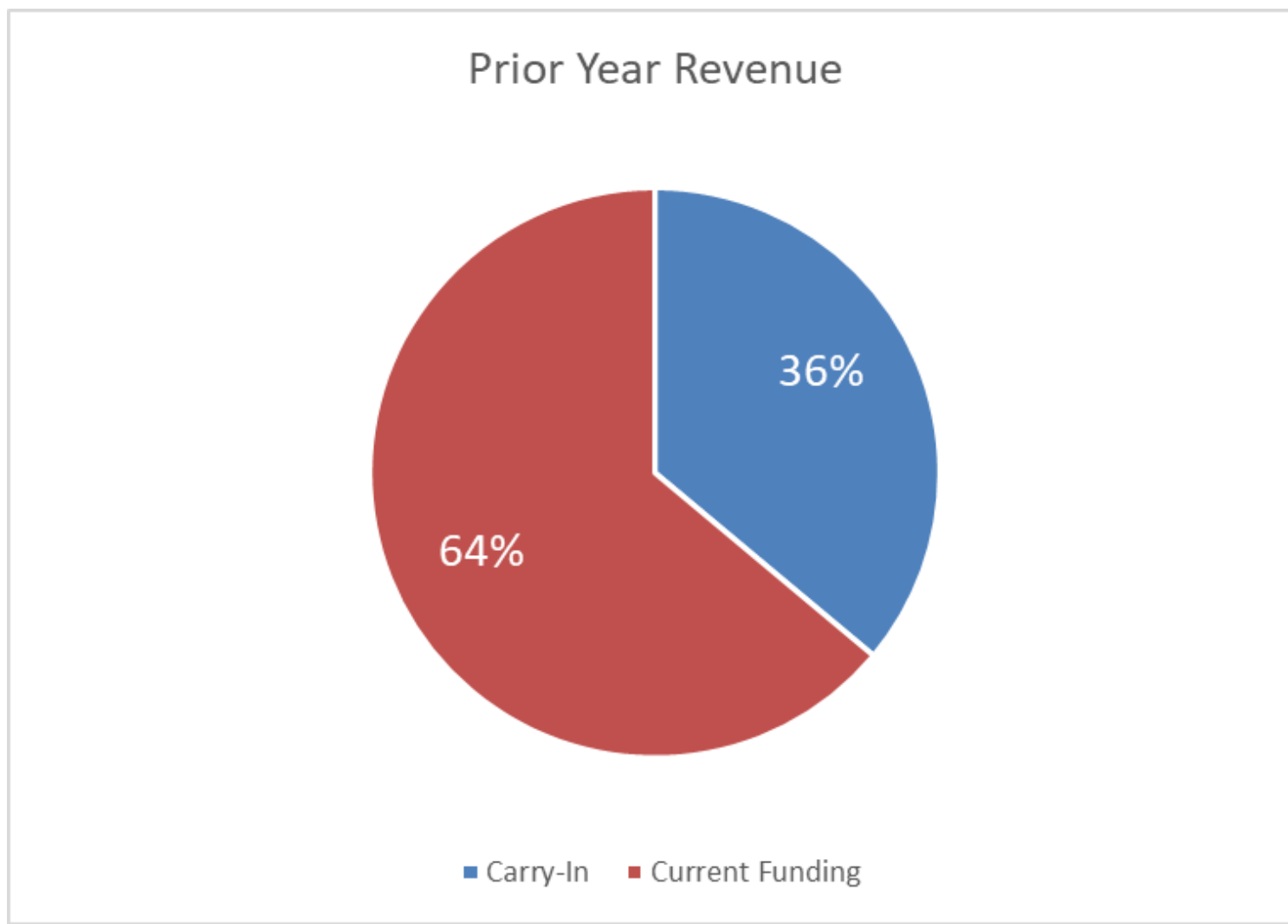
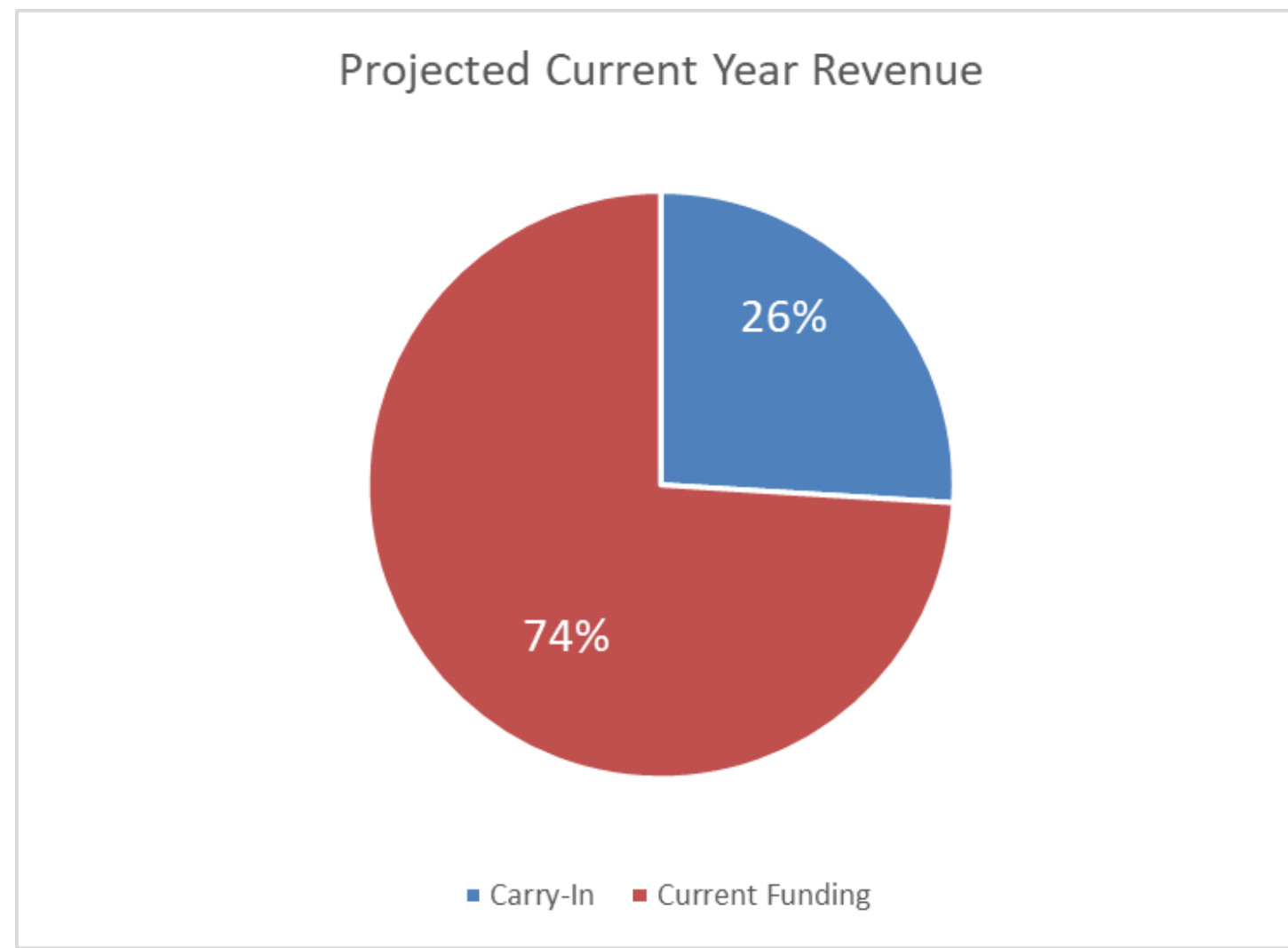
In order to meet the implementation deadlines, the following budget timeline has been established:

- **May 23, 2024:** Budget Workshop to establish budget priorities
- **June 5, 2024:** Finance Committee meeting to finalize budget
- **June 7, 2024:** Draft budget to Board of Directors and Consortium for review
- **June 26, 2024:** Budget presented to Board of Directors for approval
- **June 28, 2024:** Budget presented to Consortium for approval

REVENUE BUDGET COMPARISON FY 2024-25 PROJECTIONS VS. PRIOR YEAR

	<u>FY 2024-25</u>	<u>FY 2023-24</u>	<u>DIFFERENCE</u>	<u>%</u>
Reserves From Prior Year	\$ 10,525,083	\$ 16,960,163	\$ (6,435,080)	
Current Year Funding Allocation FLC	\$ 27,000,000	\$ 27,039,920	\$ (39,920)	
Current Year Funding Non-FLC	\$ 3,000,000	\$ 3,000,000	\$ -	
Total Available Funds	\$ 40,525,083	\$ 47,000,083	\$ (6,475,000)	
Less Planned Carryover for FY24-25	\$ (7,500,000)	\$ (10,525,083)	\$ 3,025,083	
Total Available Budgeted Funds	\$ 33,025,083	\$ 36,475,000	\$ (3,449,917)	-10.4%

Operations/Support
Allocation Target



<u>Budget Breakout</u>	<u>Allocations</u>	<u>% Split</u>
Career and Business Services	\$ 26,400,000	80%
Innovation Support & Admin	\$ 6,600,000	20%
Total Projected Budget	\$ 33,000,000	100%

RETURN TO AGENDA





FY 2024-2025 HEALTH INSURANCE PLAN RENEWAL DISCUSSION



Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

Approval of Minutes

Information/
Discussion/
Action Items

▶ Other Business

Adjournment

OTHER BUSINESS



Meeting Details

Meeting Agenda

Welcome

Roll Call

Public Comment

Approval of Minutes

Information/
Discussion/
Action Items

Other Business

▶ **Adjournment**

ADJOURNMENT



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