



## COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. The first meeting of every month is at 9:30AM while the second meeting of every month takes place at 5:30PM. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: 4/25/2023 Meeting Date: 5/4/2023

Name: John Crews Department: BCC Administration

Approved By:

A handwritten signature in blue ink, appearing to be "John Crews", is written over a light blue horizontal line.

### 1. Nature and purpose of agenda item:

Interlocal Agreement - Careersource Florida Crown, City of Lake City and Columbia County - Summer Youth Employment Program

### 2. Recommended Motion/Action:

Approve the Interlocal Agreement between Careersource Florida Crown, City of Lake City and Columbia County for the Summer Youth Employment Program

### 3. Fiscal impact on current budget.

This item has no effect on the current budget.

**CareerSource Florida Crown  
Region 07**

**Summer Youth Agreement**

**with**

**The City of Lake City**

**And**

**Columbia County**

**subrecipient ☐ or vendor ☒**

**March 13, 2023**

**LAKE CITY SUMMER YOUTH EMPLOYMENT PROGRAM AGREEMENT  
BETWEEN CAREERSOURCE FLORIDA CROWN AND THE CITY OF LAKE CITY  
AND COLUMBIA COUNTY**

This **AGREEMENT** is entered into between CareerSource Florida Crown (**hereinafter referred to as "CSFC"**), located at 1389 US Highway 90 West, Suite 170-B, Lake City, Florida 32055  
and

**City of Lake City (hereinafter referred to as CLC)** located at 205 N. Marion Ave, Lake City, FL 32055

and

**Columbia County, (hereinafter referred to as CC)** located at 135 N.E. Hernando Ave, Lake City, FL 32055.

**1. TERMS and CONDITIONS:**

CSFC, CLC and CC will provide employment assistance under the Summer Youth Program as follows:

- A. All participants designated for the Summer Youth Program must meet eligibility requirements per the CSFC. CSFC will establish and certify eligibility of all participants prior to their enrollment in the program.
- B. The Summer Youth Program consists of one (1) week of mandatory soft skills training, unpaid. Once the soft skills training is complete, the participant will have the opportunity to complete up to six (6) weeks of paid work experience.
- C. The rate of compensation for the Summer Youth Program is \$12.50 per hour for 32 hours per week maximum. Each participant will receive a 1099 at the end of year in order to file taxes as no taxes will be deducted.
- D. Funds from CSFC in conjunction with the City of Lake City and Columbia County will be used to compensate participants in the Summer Youth Employment Program.
- E. CSFC cannot pay overtime.
- F. The CSFC will not negotiate a contract with an Employer who is involved in a labor dispute, has employees in active layoff status, or is in violation of Davis-Bacon Labor practices.
- G. No contract will be negotiated, or Trainee placed, with an employer that discriminates in its training or hiring practices because of race, color, sex, national origin, religion, physical or mental disability, political beliefs or affiliations, age, or because of their participation in Federal Grant Programs.

- H. CSFC will not negotiate a contract if the implementation of that contract would displace any current employee or infringe upon the promotional opportunities of any current employee.
- I. CSFC will not negotiate a contract with an Employer that has relocated from another area in the United States within the last one hundred twenty (120) days, if, by relocating, any employees experienced a layoff.
- J. CSFC will evaluate the progress and quality of training on a continuous basis.
- K. CSFC will provide a Job Coach/Developer who will be working with the participant to ensure they are meeting the requirements of the position.
- L. The CLC, CC, and CSFC will work with the Job coach/Developer to determine job duties and skills training.
- M. Contracts through the Summer Youth Program may **NOT** be made with businesses and agencies that can directly benefit from services and are represented on the CSFC Board of Directors.
- N. Once approved, CSFC will provide an executed contract for the employer(s) listed within this document.
- O. Participants will provide completed weekly timesheets to CSFC for processing of payments.
- P. Employer agrees to forward all training documentation relating to the training to CSFC.
- Q. Once training is complete, the Participant will be required to complete a post-employment debriefing.

This **AGREEMENT** shall commence on **June 05, 2023**, or the date on which this **AGREEMENT** has been signed by both parties. This **AGREEMENT** shall terminate no later than **July 13, 2023**.

It is understood and agreed to by the Contractor that CSFC may use information regarding this **AGREEMENT** in its grant applications.

## **2. Termination:**

### **a) Termination at Will:**

This **AGREEMENT** may be terminated by either party upon no less than thirty (30) days notice, without cause. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery, to the individuals identified

### **b) Termination for Breach:**

Unless EMPLOYER breach is waived by CSFC in writing, the CSFC may, upon written notice of breach to EMPLOYER, terminate this **AGREEMENT** upon no less than seventy-two (72) hours notice. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Waiver or breach of any provision of this **AGREEMENT** shall not be deemed to be waiver of any other breach and shall not be construed to be a modification of terms to the **AGREEMENT**

## **3. Notice of Contact:**

### **The name, title and address of the representative for the CSFC:**

Van Brown or Elizabeth Wetherington  
CareerSource Florida Crown  
1389 US Hwy. 90 West, Suite 170-B, Lake City, FL 32055  
(386) 755-9026, ext. 3219 or 3132

### **The name, title and address of the representative for EMPLOYER:**

City of Lake City  
205 N. Marion Ave  
Lake, City, FL 32055

Columbia County  
135 N.E. Hernando Ave  
Lake, City, FL 32055

In the event that either party designates a different representative following the execution of this **AGREEMENT**, notice of the name, title and address of the new representative will be rendered in writing to the other party and said notification attached to the original copies of the **AGREEMENT**.

This **AGREEMENT** contains all the terms and conditions agreed upon by both parties.

IN WITNESS thereof, the parties hereto have caused this **AGREEMENT** to be executed by their undersigned agreed upon by both parties.

**CareerSource Florida Crown**

\_\_\_\_\_  
Robert Jones, Executive Director

\_\_\_\_\_  
Date

**City of Lake City**

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Mayor  
Official Title

\_\_\_\_\_  
4.6.2023  
Date

**Columbia County**

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Official Title

\_\_\_\_\_  
Date