

**PARTNERSHIP AGREEMENT BETWEEN  
WORKFORCE FLORIDA, INC.  
AGENCY FOR WORKFORCE INNOVATION  
AND THE  
FLORIDA DEPARTMENT OF JUVENILE JUSTICE**

**1. PURPOSE**

The purpose of this Partnership Agreement (PA) is to establish a cooperative and mutually beneficial working relationship between the Partners:

**Workforce Florida, Inc. (WFI)  
Agency for Workforce Innovation (AWI)  
and the  
Florida Department of Juvenile Justice (DJJ)**

to initiate and promote cooperation between Regional Workforce Boards and DJJ for delivery of services to juvenile offenders and at risk youth, with the common goal of enabling them to reintegrate with their community by entering the workforce through training and job placement assistance.

Further, the purpose of this Agreement is to strengthen existing transition initiatives of the One-Stop Delivery System through maximum cooperation between these Partners at the State level and to share information and services that are necessary to best serve the targeted customers and help them achieve their goal of self-sufficiency through employment and career advancement.

This Agreement outlines each Partner's roles and responsibilities, referral procedures, information exchange methods, and implementation/evaluation/amendment and termination procedures.

**WHEREAS, WFI** is the state's chief workforce policy organization created by the Workforce Innovation Act of 2000, as codified in Chapter 445, Florida Statutes, to ensure that workforce programs authorized under Title I of the Workforce Investment Act (WIA) of 1998 are administered at the regional level through the 24 Regional Workforce Boards with significant representation from the business community. WFI is charged to provide policy direction as well as to develop a workforce strategy that improves and retains a highly competitive workforce responsive to the needs of employers and the community; and

**WHEREAS, AWI** is the designated state administrative agency for receipt of federal workforce employment and training funds and other federal funds and acts as

the fiscal agent on behalf of Workforce Florida, Inc., ensuring that the state appropriately administers federal and state workforce programs by implementing plans and policies of Workforce Florida, Inc; and

**WHEREAS**, AWI is also responsible for implementing policy dealing with workforce development programs, welfare transition, unemployment compensation and labor market information, development and distribution of performance data, monitoring and oversight of workforce programs; and

**WHEREAS**, DJJ's mission is to protect the public by reducing juvenile crime and delinquency in Florida with a focus on strong prevention and early intervention services and incorporating a balanced approach for supplying opportunities for rehabilitation. DJJ seeks to increase the self-sufficiency of youth through job training and employment assistance;

**NOW THEREFORE**, in consideration of the premises and mutual agreements contained herein, the Partners agree to the following:

**2. PARTNERS:**

The Partners of this Partnership Agreement (PA) are:

**Workforce Florida, Inc  
1974 Commonwealth Blvd  
Tallahassee, Florida 32303**

**Agency For Workforce Innovation  
107 East Madison Street  
Caldwell Building  
Tallahassee, Florida 32399-4120**

**Florida Department of Juvenile Justice  
Knight Building  
2737 Centerview Drive  
Tallahassee, Florida 32399-3100**

**3. TERMS OF AGREEMENT:**

This non-financial agreement is hereby entered into in a spirit of cooperation by the signatory Partners beginning on the date on which it is signed by all Partners. This Agreement will continue in effect until such time as it is revised, extended or terminated as provided below. This Agreement may be extended by written agreement between DJJ, AWI and WFI, provided such agreement is signed by all Partners, prior to the termination date of this Agreement.

Any Partner in this Partnership Agreement may terminate its participation without cause, by delivering a thirty- (30) day written notice to the other Partners. All Partners agree to review this Agreement annually and provide written suggestions for recommended changes, clarifications, deletions or additions. On or before July 1 of each year, suggested changes shall be submitted to other partners for consideration. An addendum signed by authorized representatives of each Partner shall be sufficient to modify the Agreement.

#### **4. MUTUAL OBJECTIVES:**

The Partners have mutual interest in increasing the self-sufficiency of youth on post-release supervision in particular, and all youth under the jurisdiction of DJJ in general, through training for employment and career advancement. For youth to achieve self-sufficiency, factors, in addition to training and job placement assistance, must be anticipated; and services provided to meet the needs of youth on *post-release* supervision. The Partners also recognize that the needs of these customers can best be met by the collaboration of the partners. This will enable the array of available services to be increased, the duplication of services minimized, the availability of resources maximized, and the opportunity for successful outcomes enhanced.

#### **5. ROLES AND RESPONSIBILITIES:**

The Partners, therefore, agree that their respective duties and responsibilities, to the extent possible, under this agreement shall be as follows:

- **DJJ** will provide referrals of youth on post release supervision status to Regional Workforce Boards for information on training, employment and career advancement. The referrals will originate from the field offices of the DJJ Probation and Community Corrections Branch and Residential Facility Branch.
- **DJJ** will encourage Chief Probation Officers of each Circuit and key management staff of residential commitment facilities to cooperate in developing and implementing a referral process that is consistent with the Regional Workforce Boards encompassing the counties of the local DJJ geographical circuits.
- **DJJ** will encourage staff to provide assistance to youth on diversion, probation, or post-release supervision status by making initial contact with Regional Workforce Boards to assist in providing needed support services to assist them in becoming productive, employed citizens.
- **WFI** will direct **AWI** to capture and track the performance of youth on diversion, probation, post-release supervision status who receive services through the One Stop delivery system.
- **WFI** will consider the needs of youth on diversion, probation, or post-release supervision status when setting policies that impact Florida's workforce strategy
- Partners will promote information sharing and the coordination of activities to improve performance of Workforce Development Boards, One-Stop Career

Centers and local partners through the development and implementation of local Memoranda of Understanding (MOUs).

- Partners will promote joint planning at the state, regional and local level for supporting initiatives that promote self-sufficiency and reintegration of youth on diversion, probation, or post-release supervision status through gainful employment.
- Partners will promote the development of additional linkages with other appropriate state agencies and work with the local workforce development boards, One-Stop operators and nonprofit organizations to promote the availability of services to youth under the jurisdiction of DJJ.
- Partners will identify opportunities for coordination and elimination of barriers to cooperation and agree to exchange information and coordinate programs for a more streamlined and efficient workforce development system for at-risk youth and youth on diversion, probation, conditional release or post-commitment probation status.
- Partners will share educational and training opportunities and encourage local partnerships.
- Partners will increase resources available for workforce and youth services by developing state-level and local grant writing teams and assisting local partners to jointly apply for federal, state and private sector grants.
- DJJ, whenever possible, will provide resources to the Regional Workforce Boards to assist with costs of major workload increases and training costs associated with serving youth offender populations.
- Partners will promote designation of liaisons, coordination of policies, and joint use of evaluations and assessments, testing facilities, and job bank information.

## **6. REFERRAL OF YOUTH UNDER THE JURISDICTION OF DJJ**

The Partners agree to promote the inclusion of descriptions of methods of referral of youth in the MOUs, developed by the Regional Workforce Boards.

## **7. CONFIDENTIALITY**

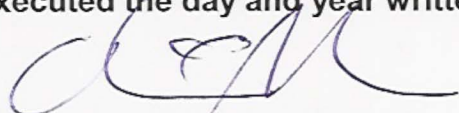
The Partners acknowledge their separate obligation to perform this Agreement in compliance with the requirements of the Public Records Law, Chapter 119, Florida Statutes and with other applicable Statutes that constitute express exceptions to the requirements of Section 119.07(1), Florida Statutes, by making certain categories of records “Confidential”, Exempt From Disclosure, or accessible as prescribed by Statutes. See Section 985.04, Florida Statutes.

The Partners acknowledge that the data exchanged between agencies has been provided for official purposes and that public access to such data is limited and prescribed by Statute. Both parties agree to disseminate data only in compliance with confidentiality restrictions and in recognition of the exemptions from disclosure provided

by law and to provide advance copies of publications involving another agency's data for review.

## 8. SIGNATURES

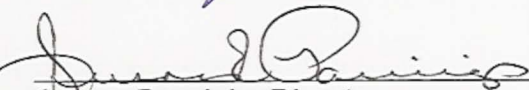
IN WITNESS WHEREOF, the Partners have caused this Agreement to be duly executed the day and year written below:



\_\_\_\_\_  
Curtis C. Austin, President  
Workforce Florida, Inc.

3/2/05

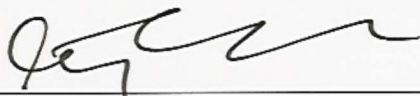
\_\_\_\_\_  
Date



\_\_\_\_\_  
Susan Pareigis, Director  
Agency for Workforce Innovation

3/2/05

\_\_\_\_\_  
Date



\_\_\_\_\_  
Anthony Schembri, Secretary  
Florida Department of Juvenile Justice

1/26/05

\_\_\_\_\_  
Date