

MEMORANDUM OF UNDERSTANDING

Between

CAREERSOURCE BROWARD

and

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

This Memorandum of Understanding (“MOU”) is entered into by and between CareerSource Broward (“CSBD”) as the administrative entity for the CSBD Council of Elected Officials (“Council”) and for the Broward Workforce Development Board, Inc. (“BWDB”) and The School Board of Broward County, Florida a body politic and a one-stop partner under the Workforce Innovation and Opportunity Act of 2014, P.L. 113-128 (“WIOA”). CSBD and THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA (“SCHOOL BOARD”) are collectively referred to as the “Parties” and individually as the “Party.”

RECITALS

The Workforce Innovation and Opportunity Act of 2014, P.L. 113-128 as codified in 20 C.F.R. Part 678 (“WIOA”) requires that the BWDB, enter into an MOU with each one-stop partner identified in the legislation.

CSBD serves as the administrative entity for both the BWDB and the Council in Workforce Development Area 22, which encompasses the SCHOOL BOARD and is authorized to enter this MOU on behalf of the BWDB.

SCHOOL BOARD is a one-stop partner identified in WIOA Sec. 121(b)(1) as the grantee entity and provider of Adult Education and Literacy Act activities and postsecondary Career and Technical Education programs authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.).

WIOA requires the BWDB to competitively select a one-stop operator, and CSBD has informed SCHOOL BOARD that BWDB has selected Workforce Guidance Associates, LLC, a Florida limited liability company, as the contracted one-stop operator, which assists CSBD in coordination among the one-stop partners.

WIOA requires that each one-stop partner shall enter an MOU which describes the integration and coordination of each partner’s program services.

NOW, THEREFORE, in consideration of the mutual terms, conditions, promises, covenants and obligations hereinafter set forth, CSBD and SCHOOL BOARD agree as follows:

1. PARTIES

The Parties to this MOU are CSBD and SCHOOL BOARD. The Parties acknowledge that the recitals above are true and correct.

2. PURPOSE

The purpose of this MOU is to state how each of the Parties will:

A. Provide access, including access for individuals with barriers to employment, to Adult Literacy and post-secondary Career and Technical Education program services through the CareerSource Broward One-Stop Career Centers which are a part of the American Job Center network system.

B. Follow established processes for the referral of customers to each other when appropriate for the customer.

C. Follow established processes for sharing customer data in a manner that preserves customer confidentiality in accordance with governing laws and regulations and for sharing technology in a secure manner to provide coordinated services as appropriate for the customer.

D. Accomplish the purposes of this MOU in a non-discriminatory environment.

E. Support the infrastructure and operating costs of the CareerSource Broward One-Stop Career Center.

3. VISION

A. WIOA envisions an integrated and coordinated workforce delivery system. To accomplish the intent set forth in WIOA for the workforce development system, CSBD and SCHOOL BOARD shall work together with all the WIOA one-stop partners on system design and access, shared services and customers as appropriate, and shared costs as required under WIOA.

B. To accomplish the vision and goals set forth in WIOA, CSBD and SCHOOL BOARD shall:

a. Identify the customers' needs as the first priority with the focus on individualized and quality customer service.

b. Follow-through on cross-partner referrals and customer connections on a timely basis.

c. Commit to continuous learning about each other and the other partners' programs leading to a better understanding of opportunities for coordination of services.

d. Recognize and respect each partner's constraints.

e. Be open to change.

4. ONE-STOP DELIVERY SYSTEM ("OSDS") SERVICES

A. Services provided through the OSDS. Services provided through the OSDS shall include:

- a. WIOA Title I Adult, Dislocated Worker, and Youth Program services
- b. Referral to WIOA Title II Adult Education and Family Literacy Act services
- c. WIOA Title III Wagner-Peyser Act employment services
- d. WIOA Title IV Vocational Rehabilitation program services
- e. Referral to Carl D. Perkins Career and Technical Education Act funded programs
- f. Older Americans Act, Title V, Senior Community Service Employment Program
- g. Veterans programs
- h. Trade Adjustment Assistance Act program services
- i. Referral to Community Services Block Grant services
- j. Unemployment Compensation
- k. Temporary Assistance for Needy Families through Florida's Welfare Transition Program
- l. Supplemental Nutrition Act Program
- m. Referral to Youth/ Build U.S.A. program
- n. Referral to Second Chance programs

B. Access to Services. CSBD and SCHOOL BOARD will make their program services accessible through the OSDS by:

- a. Exchanging participants' eligibility requirements for their workforce funding streams, identifying their program career services and designating services and activities which may be appropriate for integration into the OSDS.
- b. Jointly developing and participating in training of frontline staff to assure an understanding of the activities, support services, and constraints applicable to joint partner workforce funding streams.
- c. Coordinating outreach and recruitment through links on each other's websites where possible.

C. Coordinating Services. CSBD and SCHOOL BOARD shall coordinate and deliver program services (including workforce services) as appropriate through the OSDS by:

- a. Seeking opportunities to share resources and reduce duplication of activities to streamline services for customers and improve frontline staff efficiency such as by co-locating in a comprehensive or affiliate one-stop location site.
- b. Working together on enhancing employer engagement to build a demand-driven system, improve business services, and match participants with work-based learning opportunities.
- c. Promoting continuous improvement through the coordination of staff training to provide frontline staff with information and knowledge regarding each other's services.
- d. Participating in the OSDS consistent with the terms of this MOU and the requirements of the federal laws authorizing the program or activities and any related grant agreements.

D. Cross Referral. CSBD and SCHOOL BOARD shall consider policies and procedures which would encourage the referral of customers to each other as appropriate by:

a. Reviewing their individual program policies, procedures and processes and to align the policies, procedures, and processes to the extent allowed by each program's specific laws and regulations, to better serve customers through cross referral, sequential, or co-enrollment as may best benefit the customer.

b. Utilizing established methods for follow-up and reporting to each other on the services provided to the customer and the outcomes attained.

E. Information sharing. As it relates to SCHOOL BOARD's Disclosure of Education Records and Employee records:

a. Although no student education records shall be disclosed pursuant to this MOU, should CSBD come into contact with education records during the course of contracted responsibilities, these records are confidential and protected by the Family Educational Rights and Privacy Act (FERPA) and state laws and may not be used or re-disclosed. Any use or re-disclosure may violate applicable federal and state laws. Likewise, no employee records shall be disclosed by SCHOOL BOARD to CSBD. Should CSBD come into contact with employee, it may not be re-disclosed except as required or permitted by law.

b. Confidentiality of Education Records and Employee Records. Notwithstanding any provision to the contrary within this MOU, CareerSource Broward shall:

I. fully comply with the requirements of Sections 1002.22, 1002.221, and 1002.222, Florida Statutes; the Family Educational Rights and Privacy Act, 20 U.S.C § 1232g (FERPA) and its implementing regulations (34 C.F.R. Part 99), and any other state or federal law or regulation regarding the confidentiality of education records and employee records;

II. hold any education records and employee records in strict confidence and not use or redisclose same except as required by this MOU or as required or permitted by law unless the parent of each student or a student age 18 years or older whose education records or employee records are to be shared provides prior written consent for their release;

III. ensure that, at all times, all of its employees who have access to any education records or employee records during the term of their employment shall abide strictly by its obligations under this MOU, and that access to education records and employee records is limited only to its employees that require the information to carry out the responsibilities under this MOU and shall provide said list of employees to SCHOOL BOARD upon request;

IV. safeguard education records and employee records through administrative, physical and technological standards to ensure that adequate controls are in place to protect the

education records and information in accordance with FERPA's privacy requirements, and employee records in accordance with applicable laws; and

V. utilize the education records and employee records solely for the purposes of providing products and services as contemplated under this MOU; and shall not share, publish, sell, distribute, target advertise, or display education records or employee records to any third party.

F. Accessibility. CSBD and SCHOOL BOARD shall follow the same or similar processes to serve individuals with barriers, including consideration of technological tools for individuals with disabilities in each of the one-stop centers and affiliate locations.

5. FUNDING OF THE INFRASTRUCTURE AND OPERATING COSTS

A. CSBD and SCHOOL BOARD have a commitment to contribute to the infrastructure costs of the one-stop system in the local workforce area.

B. CSBD and SCHOOL BOARD agree contribute to the operating costs, proportionate use and an agreed upon methodology.

C. This MOU complies with the one-stop infrastructure costs through the use of technology as described in the Infrastructure Funding Agreement attached hereto as Exhibit A and incorporated herein by reference.

6. TERM

This MOU shall commence retroactively on July 1st, 2020 and shall remain in full force and effect until June 30th, 2023, unless the MOU is terminated by either Party in accordance with the terms set forth below and in Section 8 (TERMINATION).

7. MODIFICATION

A. The MOU shall be reviewed at least once every three (3) years and shall be modified to reflect changes in the terms, conditions or scope of work.

B. Within ninety (90) days prior to the termination date of this MOU, the Parties shall review the MOU and negotiate any changes to the provisions of this MOU. The review shall include:

a. A collaborative evaluation of the effectiveness of operations pursuant to this MOU and infrastructure cost sharing methodologies

b. This MOU may be amended or modified by mutual consent of the parties, by the issuance of a written amendment, executed by the parties.

8. TERMINATION

A. Either Party may terminate this MOU for convenience, by giving thirty (30) days' prior written notification pursuant to Section 9 (NOTICES). SCHOOL BOARD and CSBD's President may issue any notice of termination authorized by this MOU.

B. In the event of termination during any period of time that a MOU is required by WIOA or any related grant agreement requiring this MOU, the Parties shall renegotiate a mutually acceptable replacement MOU.

9. NOTICES

A. All notices required to be given to CSBD under this MOU shall be sufficient when hand delivered or mailed to CSBD at its office located at 2890 West Cypress Creek Rd., Fort Lauderdale, FL 33309, addressed to the CSBD President/CEO.

B. All notices required to be given to SCHOOL BOARD under this MOU shall be sufficient when hand delivered or mailed to SCHOOL BOARD at its office located at 600 SE Third Ave., Ft. Lauderdale, FL 33301.

C. All notices shall be in writing, including email.

10. NON-DISCRIMINATION

A. Each Party shall not discriminate, harass, or allow harassment against any one-stop applicant or customer on the basis of gender, race, color, ancestry, religion, political affiliation, pregnancy, national origin, veteran status, physical disability, mental disability, medical condition(s), age, sexual orientation, or marital status.

B. The Parties shall comply with the Americans with Disabilities Act of 1990 and its amendments, as well as with other applicable regulations and guidelines promulgated thereunder.

11. GRIEVANCE AND COMPLAINTS

THE SCHOOL BOARD OF BROWARD COUNTY and CSBD will utilize the grievance and complaint procedures applicable to non-discrimination complaints as outlined in WIOA for mutual customers utilizing the one-stop career center.

12. DISPUTE RESOLUTION

The parties agree to try to resolve disputes at the lowest level, starting with the site supervisor(s) and staff. If issues cannot be resolved at this level, they shall be referred to the management staff of the respective partner and the operator, for discussion and resolution.

13. COMMUNICATIONS

A. CSBD and SCHOOL BOARD shall coordinate communications with the press, television, radio, or any other form of media regarding mutual responsibilities and activities under this MOU. Participation of each Party in press/media presentations will be determined by each Party's public relations policies.

B. References to the local OSDS shall utilize the CSBD logo developed by the State of Florida and the American Job Center logo developed by the United States Department of Labor as authorized in the WIOA.

14. INDEMNIFICATION

As an agency defined in Chapter 768.28 Florida Statutes, SCHOOL BOARD agrees to be fully responsible for acts and omissions of its agents or employees to the extent permitted by law. Nothing herein is intended to serve, as a waiver of sovereign immunity as applicable. Nothing herein shall be construed as consent by SCHOOL BOARD as a political subdivision of the State of Florida to be sued by third parties in any matter arising out of this MOU, or any part thereof. The provisions of this section shall survive the expiration or earlier termination of this MOU.

Each party to this MOU agrees to indemnify itself to the extent permitted by law and shall hold the other party harmless, and neither party shall be responsible to the other party for actions of its officers, agents, servants, and employees with respect to any and all claims, losses, liabilities, and expenditures of any kind, including attorney fees, court costs, and expenses, caused by a negligent act or omission of either party, its employees, agents, servants, or officers, or accruing, resulting from, or related to the subject matter of this MOU including, without limitation, any and all claims, demands, or causes of action of any nature whatsoever resulting from injuries or damages sustained by any person or property.

The Parties agree to maintain such insurance as is appropriate to its own organization. Each Party agrees to conduct itself in accordance with the tenets of good faith in the execution of their responsibilities.

15. AGENCY OR EMPLOYMENT RELATIONSHIP

No provision of this MOU shall be construed as creating an agency or employment relationship between the Parties. The Parties agree that they are responsible for the actions of its representatives and employees with regard to all aspects of this MOU.

16. COMPLIANCE WITH LAWS

The Parties shall comply with all applicable federal and state laws, regulations, rules, or procedures, all of which are incorporated herein by reference and made a part of the terms and conditions of this MOU.

17. SIGNATURE IN COUNTERPARTS

This MOU may be executed in multiple identical counterparts, all of which shall constitute one agreement.

18. ACCEPTANCE OF SCANNED SIGNATURES

Each counterpart of this MOU shall be considered valid if the person authorized to sign for each Party has applied his or her actual signature to the counterpart or the counterpart contains a scanned image (e.g., pdf, or tiff file extension name) of such signature delivered by the representative described in Section 9 as an attachment to the electronic mail (email). Such scanned signature shall be treated in all respects as having the same effect as an original signature.

IN WITNESS WHEREOF, the Parties hereto have made and executed this Memorandum of Understanding: The School Board of Broward County, Florida by and through its Chair, authorized to execute same by Board action on the ___ day of ____, 2020 and CAREERSOURCE BROWARD, signing by and through its Chief Elected Officials, CSBD Chair and CSBD President/UCO, duly authorized to execute the same following Board Action on the ___ day of ____, 2020.

FOR SCHOOL BOARD OF BROWARD COUNTY, FLORIDA:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

ATTEST:

By _____
Donna P. Korn, Chair

Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:



Digitally signed by Maya Moore
Reason: CareerSource Broward
MOU
Date: 2020.07.13 14:21:59 -04'00'

Office of the General Counsel

MEMORANDUM OF UNDERSTANDING BETWEEN THE SCHOOL BOARD OF BROWARD COUNTY AND CAREERSOURCE BROWARD FOR COOPERATIVE WORKFORCE TRAINING AND EMPLOYMENT EFFORTS

**FOR CAREERSOURCE BROWARD
WITNESSED BY:**

_____ L.S.

_____ L.S.

BY: _____

(Signature)

Print Name: Josh Levy

TITLE: CSBD Chair

DATE: _____

WITNESSED BY:

amy Winer _____ L.S.

Moya Brathwaite _____ L.S.

BY: *Lisa J. Knowles* _____

(Signature)

Print Name: Dr. Lisa Knowles

TITLE: BWDB Chair

DATE: 07/09/2020

ATTEST: CAREERSOURCE BROWARD

WITNESSED BY:

Amy winer _____ L.S.

Moya Brathwaite _____ L.S.

BY: *Carol Hylton* _____

(Signature)

Print Name: Carol Hylton

TITLE: President/CEO

DATE: 07/07/2020

Approved as to form by the CareerSource Broward
General Counsel
2890 West Cypress Creek Road
Ft. Lauderdale, FL 33309

BY: _____

Rochelle J. Daniels
General Counsel

Exhibit A

Infrastructure Funding Agreement (IFA)

The purpose of this Infrastructure Funding Agreement is to delineate each Party's responsibilities for sharing of infrastructure and operating costs for the applicable one-stop center.

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA and **CSBD** recognize that infrastructure costs, in accordance with 20 CFR 678.500(b), 34 CFR 361.500(b), and 34 CFR 463.500(b) are applicable to all required partners, regardless of whether they are physically located in CSBD'S one-stop center. Pursuant to the United States Department of Labor's Training and Employment Guidance Letter No. 17-16 (USDOL TEGL 17-16), each partner's contributions to the infrastructure costs, may vary, as these contributions are based on the proportionate use and relative benefit received, consistent with the partner programs' authorizing laws and regulations and the Uniform Guidance.

Infrastructure costs are defined as non-personnel costs that are necessary for the general operation of the south Broward one-stop center. Non-personnel costs are defined by USDOL TEGL 17-16 and includes, but are not limited to:

- Rental of the facilities;
- Utilities and maintenance;
- Equipment, including assessment- related products and assistive technology for individuals with disabilities; and,
- Technology to facilitate access to the one-stop center, including technology used for the center's planning and outreach activities.

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA has chosen to utilize technology to facilitate access to the one-stop center, including technology used for the center's planning and outreach activities (WIOA sec. 121(h)(4), 20 CFR 678.700(a), 34 CFR 361.700(a), and 34 CFR 463.700(a)).

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA will provide all art, logos, and content to submit to CSBD for publication within the time provided by CSBD.

Upon the receipt of proper invoice(s) at least thirty (30) days prior to the payment due date as applicable or by the due dates below, THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA will pay CSBD the total of Six Hundred Forty-six and 47/100 Dollars (\$646.47) in three (3) separate payments of Two Hundred Fifteen and 49/100 Dollars (\$215.49) for the following periods:

- (1) July 1, 2020 through June 30, 2021, payable by October 31, 2020.
- (2) July 1, 2021 through June 30, 2022, payable by October 31, 2021.
- (3) July 1, 2022 through June 30, 2023, payable by October 31, 2022.

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA will pay for the costs associated with its participation in the one-stop center as described above, subject to Section 8 (TERMINATION) of the MOU. The Parties may mutually negotiate costs at the time of subsequent written amendments, subject to Section 7 (MODIFICATIONS) of the MOU.

By their signatures below, THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA agrees to be responsible for the costs associated with its participation in the one-stop which shall be paid by October 31st of each year of the associated MOU term until such time as the costs are renegotiated at which time the MOU and/or IFA will be amended.

**FOR CAREERSOURCE BROWARD
WITNESSED BY:**

_____ L.S. BY: _____
(Signature)
Print Name: Josh Levy
TITLE: CSBD Chair
DATE: _____

WITNESSED BY:

amy Winer _____ L.S. BY: *Lisa J. Knowles* _____
(Signature)
Print Name: Dr. Lisa Knowles
TITLE: BWDB Chair
DATE: 07/09/2020

ATTEST: CAREERSOURCE BROWARD

WITNESSED BY:

Amy winer _____ L.S. BY: *Carol Hylton* _____
(Signature)
Print Name: Carol Hylton
TITLE: President/CEO
DATE: 07/07/2020

Approved as to form by the CareerSource Broward
General Counsel
2890 West Cypress Creek Road
Ft. Lauderdale, FL 33309

BY: _____
Rochelle J. Daniels
General Counsel

FOR SCHOOL BOARD OF BROWARD COUNTY, FLORIDA:

(Corporate Seal)

THE SCHOOL BOARD OF BROWARD
COUNTY, FLORIDA

ATTEST:

By _____
Donna P. Korn, Chair

Robert W. Runcie, Superintendent of Schools

Approved as to Form and Legal Content:



Digitally signed by Maya Moore
Reason: CareerSource Broward
Funding Agreement
Date: 2020.07.13 14:23:13 -04'00'

Office of the General Counsel



TRANSACTION DETAILS

Reference Number
 8E0F3AE1-28A7-4E94-B527-DD121B19894F

Transaction Type
 Signature Request

Sent At
 07/07/2020 13:38 EDT

Executed At
 07/08/2020 09:14 EDT

Identity Method
 email

Distribution Method
 email

Signed Checksum

52b5d8a06644ea4b105898f4742a2b928e413862a6b788082d4409fc4660a97c9

Signer Sequencing
 Enabled

Document Passcode
 Disabled

DOCUMENT DETAILS

Document Name
 2020 Careersource Broward And Sbbc Mou And Ifa-R Mam Legally Sufficient

Filename
 2020_careersource_broward_and_sbbc_mou_and_ifa-r_mam_legally_sufficient.pdf

Pages
 13 pages



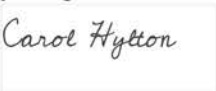
Content Type
 application/pdf

File Size
 175 KB

Original Checksum

bbae97024c100e6d25804704cd3c4994c5c3d8e70ad73cb9a3ce36f9f7e841e29

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
<p>Name Moya Brathwaite</p> <p>Email mbrathwaite@careersourcebroward.com</p> <p>Signer Sequence 2</p> <p>Components 2</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum c0c2eb8990778d73381de08ba7d7c78d78405792fd9de280470352e407e8c99d</p> <p>IP Address 67.23.70.69</p> <p>Device Internet Explorer via Windows</p> <p>Typed Signature </p> <p>Signature Reference ID A0131C72</p>	<p>Viewed At 07/08/2020 09:13 EDT</p> <p>Identity Authenticated At 07/08/2020 09:14 EDT</p> <p>Signed At 07/08/2020 09:14 EDT</p>
<p>Name Amy Winer</p> <p>Email awiner@careersourcebroward.com</p> <p>Signer Sequence 1</p> <p>Components 2</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum 67fdac2015fd395be8f1ed3fd7dbd9ba2422201ac2d3bd4e0d279dcd2d5eee2ff</p> <p>IP Address 67.23.70.69</p> <p>Device Internet Explorer via Windows</p> <p>Typed Signature </p> <p>Signature Reference ID 1CCC5665</p>	<p>Viewed At 07/08/2020 08:17 EDT</p> <p>Identity Authenticated At 07/08/2020 08:17 EDT</p> <p>Signed At 07/08/2020 08:17 EDT</p>
<p>Name Carol Hylton</p> <p>Email chylton@careersourcebroward.com</p> <p>Signer Sequence 0</p> <p>Components 4</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum 74e3867c6994f7aef62e62becdc89d5d0d3ffa8159419baa953295eeb4ff52</p> <p>IP Address 67.23.70.69</p> <p>Device Chrome via Windows</p> <p>Typed Signature </p> <p>Signature Reference ID 0947E3B7</p>	<p>Viewed At 07/07/2020 22:42 EDT</p> <p>Identity Authenticated At 07/07/2020 22:43 EDT</p> <p>Signed At 07/07/2020 22:43 EDT</p>



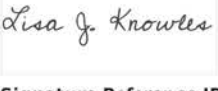
AUDITS

TIMESTAMP	AUDIT
07/08/2020 09:15 EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) signed the document on Internet Explorer via Windows from 67.23.70.69.
07/08/2020 09:14 EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) authenticated via email on Internet Explorer via Windows from 67.23.70.69.
07/08/2020 09:13 EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) viewed the document on Internet Explorer via Windows from 67.23.70.69.
07/08/2020 08:17 EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) was emailed a link to sign.
07/08/2020 08:17 EDT	Amy Winer (awiner@careersourcebroward.com) signed the document on Internet Explorer via Windows from 67.23.70.69.
07/08/2020 08:17 EDT	Amy Winer (awiner@careersourcebroward.com) authenticated via email on Internet Explorer via Windows from 67.23.70.69.
07/08/2020 08:17 EDT	Amy Winer (awiner@careersourcebroward.com) viewed the document on Internet Explorer via Windows from 67.23.70.69.
07/07/2020 22:43 EDT	Amy Winer (awiner@careersourcebroward.com) was emailed a link to sign.
07/07/2020 22:43 EDT	Carol Hylton (chylton@careersourcebroward.com) signed the document on Chrome via Windows from 67.23.70.69.
07/07/2020 22:43 EDT	Carol Hylton (chylton@careersourcebroward.com) authenticated via email on Chrome via Windows from 67.23.70.69.
07/07/2020 22:42 EDT	Carol Hylton (chylton@careersourcebroward.com) viewed the document on Chrome via Windows from 67.23.70.69.
07/07/2020 13:38 EDT	Carol Hylton (chylton@careersourcebroward.com) was emailed a link to sign.
07/07/2020 13:38 EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document '2020_careersource_broward_and_sbbc_mou_and_ifa-r_mam_legally_sufficient.pdf' on Chrome via Windows from 67.23.70.69.



TRANSACTION DETAILS	DOCUMENT DETAILS
Reference Number 352D682E-0C27-4098-878D-2603D6573C21 Transaction Type Signature Request Sent At 07/08/2020 09:44 EDT Executed At 07/09/2020 10:19 EDT Identity Method email Distribution Method email Signed Checksum 7e05a8e9114aa4c3d3beb94e748c4220ec415a54a79ea3373dc42dc57b948ef4 Signer Sequencing Enabled Document Passcode Disabled	Document Name 2020 Careersource Broward And Sbbc Mou And Ifa-R Mam Legally Sufficient-With-Signed Certificate-1 Filename 2020_careersource_broward_and_sbbc_mou_and_ifa-r_mam_legally_sufficient-with-signed_certificate-1.pdf Pages 15 pages Content Type application/pdf File Size 232 KB Original Checksum 92ac881bc9b3adc52039c9346db4f5ecb78882d3044ee30ddfe0304db76bb7

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
Name Moya Brathwaite Email mbrathwaite@careersourcebroward.com Signer Sequence 2 Components 2	Status signed Multi-factor Digital Fingerprint Checksum 405f1f83b9ce123fc50e8f25a7c446409fe1a6285d2881f78a3db1e92c46f1b6 IP Address 67.23.70.69 Device Internet Explorer via Windows Typed Signature  Signature Reference ID 3CEDEA7E	Viewed At 07/09/2020 10:18 EDT Identity Authenticated At 07/09/2020 10:19 EDT Signed At 07/09/2020 10:19 EDT
Name Amy Winer Email awiner@careersourcebroward.com Signer Sequence 1 Components 2	Status signed Multi-factor Digital Fingerprint Checksum c20f4e7d8f0c3e7b0b11534eb3c08cbda5eb4a0c0583621b30d1e0d86523a179 IP Address 67.23.70.69 Device Internet Explorer via Windows Typed Signature  Signature Reference ID 64952875	Viewed At 07/09/2020 09:03 EDT Identity Authenticated At 07/09/2020 09:03 EDT Signed At 07/09/2020 09:03 EDT
Name Dr. Lisa Knowles Email lisaknowles70@gmail.com Signer Sequence 0 Components 4	Status signed Multi-factor Digital Fingerprint Checksum beac41a5d4133fb36a94bca401b3861cf51e4744a545ee0c73baecac096f2959 IP Address 108.74.31.118 Device Mobile Safari via iOS Typed Signature  Signature Reference ID DA75B79C	Viewed At 07/09/2020 09:00 EDT Identity Authenticated At 07/09/2020 09:01 EDT Signed At 07/09/2020 09:01 EDT

AUDITS

TIMESTAMP**AUDIT**

07/09/2020 10:19 EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) signed the document on Internet Explorer via Windows from 67.23.70.69.
07/09/2020 10:19 EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) authenticated via email on Internet Explorer via Windows from 67.23.70.69.
07/09/2020 10:18 EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) viewed the document on Internet Explorer via Windows from 67.23.70.69.
07/09/2020 10:18 EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) was emailed a reminder.
07/09/2020 09:03 EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) was emailed a link to sign.
07/09/2020 09:03 EDT	Amy Winer (awiner@careersourcebroward.com) signed the document on Internet Explorer via Windows from 67.23.70.69.
07/09/2020 09:03 EDT	Amy Winer (awiner@careersourcebroward.com) authenticated via email on Internet Explorer via Windows from 67.23.70.69.
07/09/2020 09:03 EDT	Amy Winer (awiner@careersourcebroward.com) viewed the document on Internet Explorer via Windows from 67.23.70.69.
07/09/2020 09:01 EDT	Dr. Lisa Knowles (lisaknowles70@gmail.com) signed the document on Mobile Safari via iOS from 108.74.31.118.
07/09/2020 09:01 EDT	Amy Winer (awiner@careersourcebroward.com) was emailed a link to sign.
07/09/2020 09:01 EDT	Dr. Lisa Knowles (lisaknowles70@gmail.com) authenticated via email on Mobile Safari via iOS from 108.74.31.118.
07/09/2020 09:00 EDT	Dr. Lisa Knowles (lisaknowles70@gmail.com) viewed the document on Mobile Safari via iOS from 108.74.31.118.
07/09/2020 09:00 EDT	Dr. Lisa Knowles (lisaknowles70@gmail.com) viewed the document on Mobile Safari via iOS from 108.74.31.118.
07/09/2020 08:57 EDT	Dr. Lisa Knowles (lisaknowles70@gmail.com) viewed the document on Mobile Safari via iOS from 108.74.31.118.
07/08/2020 14:13 EDT	Dr. Lisa Knowles (lisaknowles70@gmail.com) viewed the document on Mobile Safari via iOS from 107.72.178.18.
07/08/2020 09:47 EDT	Dr. Lisa Knowles (lisaknowles70@gmail.com) viewed the document on Mobile Safari via iOS from 108.74.31.118.
07/08/2020 09:45 EDT	Dr. Lisa Knowles (lisaknowles70@gmail.com) viewed the document on Mobile Safari via iOS from 108.74.31.118.
07/08/2020 09:44 EDT	Dr. Lisa Knowles (lisaknowles70@gmail.com) was emailed a link to sign.
07/08/2020 09:44 EDT	Moya Brathwaite (mbrathwaite@careersourcebroward.com) created document '2020_careersource_broward_and_sbbsc_mou_and_ifa-r_mam_legally_sufficient-with-signed_certificate-1.pdf' on Chrome via Windows from 67.23.70.69.