

MEMORANDUM OF UNDERSTANDING

BETWEEN MANATEE COUNTY A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA AND CAREERSOURCE SUNCOAST, INC.

This Memorandum of Understanding ("Agreement") is made and entered into as of this 19th day of May, 2026 ("Effective Date"), by and between **Manatee County, a political subdivision of the State of Florida ("County")**, and **Suncoast Workforce Board, Inc., dba, CareerSource Suncoast ("CSS"), a Florida not-for-profit 501C(3) corporation, (collectively, the "Parties")**.

1. PURPOSE

The purpose of this Agreement is to establish a cooperative framework between the Parties to support, develop, and expand apprenticeship and work-based learning opportunities within Manatee County.

2. AUTHORITY

This Agreement is entered into pursuant to Chapter 125, Florida Statutes, and other applicable provisions of law authorizing counties and workforce development entities to enter into cooperative agreements.

3. SCOPE OF SERVICES

The Parties agree to collaborate in support of apprenticeship initiatives, including, but not limited to:

- a. Development and promotion of registered and non-registered apprenticeship programs;
- b. Employer outreach and engagement to identify workforce needs;
- c. Assistance with program design, standards development, and implementation;
- d. Coordination of training resources and supportive services;
- e. Data sharing, as permitted by law, to evaluate program effectiveness;
- f. Marketing and public awareness efforts.
- g. Develop a mutually agreed upon referral process between both Parties.

4. RESPONSIBILITIES OF THE COUNTY

The County shall:

- a. Identify priority industries and workforce needs;
- b. Support outreach to employers and community partners;
- c. Coordinate with County departments and economic development initiatives
- d. Assist in identifying potential funding opportunities, as available.

5. RESPONSIBILITIES OF CAREERSOURCE SUNCOAST

CSS shall:

- a. Provide technical assistance in the development of apprenticeship programs;
- b. Recruit, screen, and refer eligible participants;
- c. Administer workforce funding and supportive services, as available;
- d. Track, monitor, and report program outcomes in accordance with applicable requirements.

6. TERM AND TERMINATION

This Agreement shall commence on the Effective Date and remain in effect for a period of **one (1) year**, unless terminated earlier.

Either Party may terminate this Agreement without cause upon thirty (30) days' written notice to the other Party.

7. FUNDING

This Agreement does not obligate either Party to expend funds. Any financial commitments shall be set forth in a separate written agreement approved by the Manatee County Board of County Commissioners, as required.

8. INDEPENDENT CONTRACTORS

The Parties are independent entities, and nothing herein shall be construed to create an agency, partnership, or joint venture relationship.

9. PUBLIC RECORDS

The Parties acknowledge that the County is subject to Chapter 119, Florida Statutes. CSS shall comply with all applicable public records laws, including the following:

IF CSS HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CSS'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

Manatee County Government

Attn: Records Manager

1112 Manatee Avenue West

Bradenton, FL 34205

Phone: (941) 742-5845

Email: publicrecords@mymanatee.org

10. INDEMNIFICATION

To the extent permitted by Florida law, each Party agrees to be responsible for its own acts of negligence. Nothing herein shall be construed as a waiver of sovereign immunity by the County beyond the limits set forth in Section 768.28, Florida Statutes.

11. NON-DISCRIMINATION

The Parties shall not discriminate on the basis of race, color, religion, sex, national origin, age, disability, or any other protected classification under applicable law.

12. COMPLIANCE WITH LAWS

The Parties shall comply with all applicable federal, state, and local laws, regulations, and ordinances in the performance of this Agreement.

13. NOTICE

All notices required under this Agreement shall be in writing and delivered to the following:

For Manatee County:

Manatee County Government

Attn: Aimee Johnson

1112 Manatee Avenue West

Bradenton, FL 34205

For CareerSource Suncoast:

Attn: Joshua Matlock

3660 North Washington Boulevard

Sarasota, FL 34234

14. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the Parties and supersedes all prior negotiations or agreements, whether written or oral.

15. AMENDMENTS

This Agreement may be amended only by written instrument approved and executed by both Parties.

16. GOVERNING LAW AND VENUE

This Agreement shall be governed by the laws of the State of Florida. Venue for any disputes shall lie in the Twelfth Judicial Circuit in and for Manatee County, Florida.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

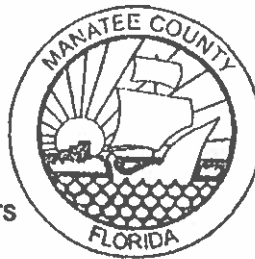
MANATEE COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA

By: Tal Siddiqui

Name: Tal

Title: Chair, Board of County Commissioners

Date: May 19, 2026



ATTEST:

Angelina M. Colonnese, Clerk of the Circuit Court and Comptroller

By: Rubin Roth, PC
Deputy Clerk

CAREERSOURCE SUNCOAST, INC.

By: Joshua Matlock (May 20, 2026 12:24:43 EDT)

Name: Joshua Matlock

Title: President | CEO

Date: 05/20/2026



May 19, 2026 - Regular Meeting

Subject

Execution of Memorandum of Understanding with CareerSource Suncoast for Apprenticeship Program Support, Stephanie Garrison, Government Relations Director

Category

CONSENT AGENDA

Briefings

Briefing Provided Upon Request

Contact and/or Presenter Information

Stephanie Garrison, Government Relations Director

Action Requested

Authorization for the Chairman to execute the Memorandum of Understanding between CareerSource Suncoast and Manatee County for Apprenticeship Program Support.

Enabling/Regulating Authority

N/A

Applicable Advisory Board

N/A

Background Discussion

This MOU between Manatee County and CareerSource Suncoast establishes a collaborative framework to support the enhancement and expansion of apprenticeship programs within the county. The partnership is intended to strengthen workforce development efforts by aligning training opportunities with the needs of new and existing businesses. Through this agreement, both parties will coordinate resources and initiatives to increase access to apprenticeship pathways, support talent pipeline development, and promote sustainable economic growth in Manatee County.

Attorney Review

Not Reviewed (No apparent legal issues)

Instructions to Board Records

Please ensure that the Chairperson signs page 4 of the Memorandum of Understanding.

Please send a copy to Stephanie Garrison, stephanie.garrison@mymanatee.org, and Aimee Johnson, aimee.johnson@mymanatee.org

Distributed 5/20/26, RT

Cost and Funds Source Account Number and Name
N/A

Amount and Frequency of Recurring Costs
N/A

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**MANATEE COUNTY, A POLITICAL SUBDIVISION
OF THE STATE OF FLORIDA**

By: _____

Name: _____

Title: Chair, Board of County Commissioners

Date: _____

ATTEST:

Angelina M. Colonnese, Clerk of the Circuit Court and Comptroller

By: _____
Deputy Clerk

CAREERSOURCE SUNCOAST, INC.

By: _____

Name: _____

Title: _____

Date: _____