



WIOA YOUTH CONNECTIONS INTERNSHIP WORKSITE AGREEMENT

The Workforce Development Board of the Treasure Coast, Inc. d/b/a CareerSource Research Coast (CSRC), enters into agreement with: Indian River County Board of County Commissioners whose address is 1800 27th Street, Vero Beach, FL 32960

hereinafter referred to as the Company, agree to the following terms of this agreement.

1. Program Overview

The Workforce Innovation and Opportunity Act (WIOA) Youth Employment Program shall consist of a paid internship, wherein a participant referred to the Company by CSRC Youth Connections is introduced to age-appropriate activities where the rigors, demands, rewards, and sanctions associated with employment are reinforced. Under the guidance and supervision of the Company and in accordance with the internship description attached hereto, the participant should be provided with a meaningful internship to guide him/her towards a career pathway and to gain experience necessary to be successful in the career field. It is understood by CSRC Youth Connections and the Company that no legal employer-employee relationship is created or exists between the Company and the participant.

2. Period of Agreement

This agreement shall begin on 11/19/2025 and remain in effect until cancelled or terminated in accordance with the terms of (section 8 Termination). **No participant shall begin work until this agreement is fully executed by both the Company and CSRC.**

3. Internship Period and Limitations

Participants may work up to forty (40) hours per week and earn \$15.00 an hour (or prevailing FL minimum wage, whichever is higher). Participants' hours will be based on the needs of the placement to provide adequate skills training to proficiency which will be written in the individual internship skills outline with a maximum of 360 hours or 12 weeks, whichever comes first. These limitations may be modified by written addendum.

Minors 16 and 17

- The FLSA does not limit the hours worked for minors who are at least 16 years old. However, Florida law provides restrictions. For example, when school is scheduled on the next day, minors 16 and 17 years of age may not work before 6:30 a.m. or after 11:00 p.m., or for more than eight hours per day. They may not be employed to work more than 30 hours per week when school is in session. In addition, they may not work during school hours (on any school day), except when they participate in a career education program. There is no hour limitation when school is out of session, such as summer, spring break, or winter break.



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4. Responsibilities of Company

The following are responsibilities of the Company. The Company accepts and agrees that it shall:

- A. Make available suitable internship at its worksite(s), and in the respective occupation(s) described in the training outline/job description and hereby made a part of this agreement for those eligible CSRC Youth Connections participants who are selected.
- B. Notify CSRC Youth Connections immediately if a member of that person's immediate family would directly supervise any participants of CSRC Youth Connections.
- C. Assign worthwhile and meaningful work to participants during the entire time they are at the worksite in accordance with the training outline/job description. Duties other than those in the training outline/job description must be predetermined and mutually agreed upon by the Company and CSRC Youth Connections.
- D. Direct and supervise participants' internship activities in accordance with the training outline/job description.
- E. Assure it will have supervisory personnel who will act as worksite supervisors for each of the Company's worksites to provide continuous on-site supervision and training of participants. Participants must always have supervision.
- F. Orient and train their worksite supervisory personnel, including any alternate staff, directly responsible for the supervision of participants as to the Company's responsibilities and obligations under this agreement.
- G. Notify CSRC Youth Connections immediately of any temporary and/or ongoing changes in the designation of personnel supervising the participants.
- H. Be accountable for maintaining internship participant timesheets and progress reports, supervising the proper completion of timesheets, approving participant timesheets and progress reports if all the prior requirements are met, and submitting timesheets and progress reports timely and in accordance with CSRC Youth Connections payroll procedures.
- I. Require participants' conformance with the Company's Personnel Rules and Conduct such as attendance, dress code, office etiquette, etc.
- J. Ensure all sites where participants will be assigned are sanitary, safe, drug-free environments in accordance with health and safety standards established by State and Federal law.
- K. Ensure all required safety supplies and equipment are used in the proper manner, for their intended use, and in accordance with all laws, including child labor laws where applicable.
- L. Conform to normal routines and functions befitting a reasonable business establishment, including, but not limited to, appropriate supervision on the premises at all times, displaying positive work habits, maintaining safe working conditions, and appropriate attire.
- M. Inform CSRC Youth Connections immediately should an accident or injury occur at the worksite affecting or involving a participant that requires the participant to complete a first report of injury form. AmeriSys is the Worker's Compensation Provider, and they should be contacted at 1-800-455-2079 in case of a work-related injury. The location code is 2306.
- N. Notify CSRC Youth Connections by telephone of any problem or concern regarding a

An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

All voice telephone numbers may be reached by persons using TTY/TDD equipment via the Florida Relay Service at 711.



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- participant's performance at a worksite as soon as possible, but at least within 24 clock hours of when the problem is identified.
- O. Not discriminate against any participant or potential participant because of race, color, religion, sex, national origin, age, disability, political affiliation or belief, creed, or marital status.
 - P. Ensure that participants receive fair and impartial treatment and that participants shall not be subjected to harassment of any type or form.
 - Q. Ensure that the following general working conditions comply with the following:
 1. This internship shall not result in the displacement of current employees;
 2. There shall be no partial displacement (reduction of hours worked, wages, or employment benefits) of currently employed workers nor replacement of laid-off workers by the internship participant(s);
 3. There shall be no infringement of promotional opportunities for regular employees; and
 4. Participants shall receive comparable working conditions and non-payroll benefits such as rest breaks, lunch, etc., as other current employees.
 - R. Ensure that participants will not be employed in the building, operating, or maintaining any part of any building, which is used for sectarian instruction or as a place of worship.
 - S. Ensure that this agreement will not impair existing contracts for services or a collective bargaining agreement between the Company and other parties, nor will this agreement assist, promote, or deter union organization.
 - T. Ensure that an internship participant under this agreement will not assist with political or lobbying activities or any activity designed to influence legislation or appropriation pending before the Congress of the United States.
 - U. Monitor to ensure that all participants at all worksites are performing only work activities as identified in the training outline/job description and that the Company is complying with this agreement. The Company shall notify CSRC Youth Connections of any changes to the required training hours, internship description, and/or if the training has been completed or terminated.
 - V. Immediately advise CSRC Youth Connections in writing of any actions, suits, claims or grievances filed against the Company, State of Florida, federal officials, or participants that in any way relates to this agreement.
 - W. Allow CSRC/CSRC Youth Connections, the Governor of the State of Florida, or any of its agents and/or subcontractors, and the US Department of Labor (DOL) access to the Company's worksite(s) at all reasonable hours for such purposes as monitoring the program, counseling the participants, etc.
 - X. Adhere to all employment and applicable child labor laws. See www.dol.gov/dol/topic/youthlabor/ for details on child labor laws.
 - Y. To the extent required by law, maintain the confidentiality of any information regarding participants or their immediate families, which may be obtained from forms, discussions, or other sources. Without permission of the participant, such information shall be divulged only as necessary for purposes related to the performance of this agreement.

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- Z. Consider all internship participants for any unsubsidized job openings, which may occur with the Company, if participants meet the necessary qualifications for the position.
- AA. Not subcontract, assign, or transfer any rights or responsibilities under this agreement or any portion thereof without the prior written approval of CSRC Youth Connections.

5. Responsibilities of CSRC Youth Connections:

CSRC Youth Connections accepts and agrees that it shall:

- A. Recruit, select, and refer participants eligible for this internship program to the Company.
- B. Assist the worksite supervisor in resolving any problems concerning the participants' performance during the internship.
- C. Hear all grievances concerning program participants' performance at the worksite in accordance with CSRC Youth Connections participant grievance procedures.
- D. Provide counseling and supportive services to participants as the need is identified.
- E. Collect timesheets, progress reports, and be responsible for distributing participant paychecks. Workers' Compensation coverage for all internship participants is provided through the State of Florida, AmeriSys. Note: No fringe benefits or holiday pay is provided to these temporary workers.
- F. CSRC Youth Connections shall be responsible, as the employer of record, for employing the participants and paying participants at or above the higher of the State or Federal Minimum Wage for all actual hours worked.
- G. Monitor the activities under this agreement at the worksite(s) at reasonable hours and as frequently as the authorized representatives of CSRC Youth Connections may deem necessary to assure the internship is constructive for the participant and that all provisions of this agreement are being carried out.
- H. Require corrective action within specified time periods or remove participants from worksites without prior notice other than a written notification to be delivered to the Company at the time of the removal. This action may be taken when CSRC/CSRC Youth Connections, the Governor of the State of Florida, or DOL finds serious or continual violations of rules or laws, where violations are not being remedied, or where CSRC/CSRC Youth Connections, the Governor of the State of Florida, or DOL find noncompliance on any of the terms or conditions under this agreement.
- I. Furnish the Company with copies of all procedures, forms, etc. which it deems necessary for the proper conduct by the Company.

6. Hold Harmless

Without waiving its sovereign immunity, and if and to the extent allowed by law, each party shall indemnify and hold harmless each other, its officers, officials, and employees from and against all claims and liabilities of any nature or kind, including costs and expenses for or on account of any claims, damages, losses, or expenses of any character whatsoever resulting in whole or in part from the negligent performance or omission of either party's employees or representatives connected with the activities described herein. In agreeing to provide direction, training and supervision of the participant, the Company understands that this does not make CSRC Youth

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Connections liable to the Company or any third party because of any future act or failure to act by any participant on or off the worksite.

7. Changes to the Agreement

This agreement may be modified or amended as necessary by the issuance of a written modification, signed, and dated by both parties. The modified or amended agreement is nonbinding until signed by all parties.

8. Termination

This agreement may be terminated as follows:

- A. CSRC Youth Connections or the Company may terminate the agreement for convenience upon ten (10) business day's prior written notice to the other party.
- B. CSRC Youth Connections may terminate this agreement in whole or in part at any time and without notification when the CSRC's CEO in his/her sole judgment determines that:
 1. The Company has failed to comply with any of the provisions contained in this agreement or any modification hereto.
 2. The Company fails to perform in whole or in part under this agreement or fails to take corrective action after receiving oral or written requests to do so within an appropriate time period as may be stipulated by CSRC/CSRC Youth Connections.
- C. Should unforeseen circumstances arise affecting the well-being or safety of the youth participant, the youth may be removed from the worksite.
- D. The United States Department of Labor or State of Florida fails to provide adequate funds, reduces, eliminates, or otherwise terminates the program under which this agreement is written.

9. Notice

Other than, as provided herein, notice shall be required to be given to CSRC/CSRC Youth Connections under this agreement and shall be sufficient when hand delivered or mailed to CSRC at its office at 4100 Okeechobee Road, Suite 90A, Fort Pierce, FL 34947. All notices required to be given to the Company under this agreement shall be sufficient when hand delivered or mailed to the Company at its office located at the address identified in paragraph one, page one of this agreement.

10. Controlling Laws

This agreement and the provisions contained herein shall be construed, controlled, and interpreted according to the laws of the State of Florida.



WWW.CAREERSOURCERC.COM
(866) 4U2-HIRE

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IN WITNESS THEREOF, the parties hereto having been duly authorized and representing that they have the power and authority to execute this agreement and perform the responsibilities specified herein have made and executed this agreement on the respective dates under each signature.

DS
AS

CSRC

Signed by:

Company: Indian River County Board of County Commissioners

Signature:

Brian Bauer

Signature: _____

81CEF86456304CC...

Print Name/Title: Brian Bauer, President/CEO

Print Name/Title: _____

Date: 11/19/2025

Date: _____

Phone: 866-482-4473, ext. 418

Phone: _____

Email: bbauer@careersourcerc.com

Email: _____



WIOA YOUTH CONNECTIONS INTERNSHIP WORKSITE AGREEMENT ADDENDUM

ADDENDUM BETWEEN

Eckerd Connects, Inc., in accordance with its base subcontract with the Workforce Development Board of the Treasure Coast, Inc. d/b/a as CareerSource Research Coast (CSRC)
AND
Indian River County Board of County Commissioners

This worksite agreement modification is an addendum to the original WIOA Youth Connections Internship Worksite Agreement except as modified by this document, all other provisions of the original agreement remain in full effect.

Purpose:

CSRC is registered with and will use the Department of Homeland Security's E-Verify system (www.e-verify.gov) to confirm the employment eligibility of all newly hired employees and participants for the duration of this agreement, as required by Section 448.095, F.S. [They are enrolled].

CSRC has provided Company with an affidavit signed by an officer or a representative of the CSRC under penalty of perjury attesting that CSRC entity does not use coercion for labor or services as defined in F.S. 787.06. [Form attached]

IN WITNESS THEREOF, the parties hereto having been duly authorized and representing that they have the power and authority to execute this agreement and perform the responsibilities specified herein have made and executed this agreement on the respective dates under each signature.

DS
AS

CareerSource Research Coast

Indian River County BOCC

Signed by: Brian Bauer
Signature: 81CEF86456304CC...

Signature: _____

Print Name: Brian Bauer

Print Name: _____

Title: President / CEO

Title: _____

Phone: 866-482-4473 ext. 418

Phone: _____

Email: bbauer@careersourcerc.com

Email: _____

Date: 11/19/2025

Date: _____

Anti-Human Trafficking Affidavit (required in every executed, renewed or extended contract)

The undersigned, on behalf of the entity listed below, in accordance with Florida Statute 787.06(13) hereby attests under penalty of perjury that the entity does not use coercion for labor or services.

As defined in F.S. 787.06(13):

“Coercion” means:

1. Using or threatening to use physical force against any person;
2. Restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
4. Destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Causing or threatening to cause financial harm to any person;
6. Enticing or luring any person by fraud or deceit; or
7. Providing a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose of exploitation of that person.

“Labor” means work of economic or financial value.

“Services” means any act committed at the behest of, under the supervision of, or for the benefit of another. The term includes, but is not limited to, forced marriage, servitude, or the removal of organs.

Signed by:
Signature: Brian Bauer
81CEF86456304CC...

Printed Name: Brian Bauer

Title: President / CEO

Entity Name: CareerSource Research Coast

Date: 11/19/2025