SECTION 13

May 1, 2017

To: CareerSource Heartland Board Members

From: Donna Doubleday, President/CEO

Subject: Travel Reimbursement for Board-related business

CareerSource Heartland (CSH) has an approved Travel Reimbursement Policy for Board members who travel for official board-related business. Board members who do not routinely receive travel reimbursement from another source are eligible for CSH mileage reimbursement at the rate currently authorized by Florida Statutes which, as of this date, is $.445/mile. Members can be paid for highway mileage from the city in which their travel originated, to the city at which the Board or committee meeting was held, on a round-trip basis (generally utilizing a web-based mileage program to determine mileage between the two points of travel). Members cannot be reimbursed for travel within a respective city.

Our Board meeting sign-in sheet has a check box on each member's signature line. Board members interested in receiving mileage reimbursement to a CSH Board or committee meeting should check that box, thereby indicating that reimbursement is being requested.

Following the meeting, staff will process the travel request for payment, which normally occurs within ten working days.

We are pleased to be able to offer this benefit to our Board members! If you have questions, please contact me at (863) 385-3672 x1303 or ddoubleday@careersourceheartland.com.

Board Member Rotation:
Economic Development and Education

As part of new state legislation effective July 1, 2012, the "Workforce Accountability Act" required regional workforce boards to reduce the size of their membership to that suggested by the state workforce board CareerSource Florida (then Workforce Florida, Inc.).

To be compliant with the new law, one Economic Development position and two School District (Superintendent) positions, along with one private-sector position, were removed from our board membership, and a "rotating" schedule of our counties' economic development and education membership/representation was proposed and approved by our Board. The most recent rotation schedule expired June 30, 2026. The schedule has been updated to reflect the rotation for the next four years.

In addition, the following wording is added:
If for any reason the projected entity is unable to serve as scheduled, any of the representatives from the same category may serve provided that those representatives meet the mandatory requirements for Board membership, and two economic development seats and one School District seat are filled. This will not change the rotation schedule, resulting in the possibility that a County's economic development or school district (Superintendent) may serve consecutive terms.

The following represents the updated rotation schedule, effective July 1, 2026.

Economic Development representatives seat for one (1) year		
	2026 – 2027	Hardee and Highlands
	2027 – 2028	DeSoto and Okeechobee
	2028– 2029	Hardee and Highlands
	2029 – 2030	DeSoto and Okeechobee
School District (Superintendent) representatives seat for one (1) year		
	2026 – 2027	DeSoto
	2027 – 2028	Highlands
	2028 – 2029	Okeechobee
	2029 – 2030	Hardee

CareerSource Heartland Board of Directors
Private Education or Training Provider Seat

Each local workforce development board (LWDB) must include representatives of entities administering education and training activities in the local area. A private education or training provider must be included if a public education or training provider is represented on the LWDB. The CareerSource Florida (CSF) Board of Directors may waive this requirement if requested by a LWDB when it is demonstrated that such representative does not exist in the local area.

This document outlines the process by which local private education or training providers will be identified, and the efforts to be taken to include a representative of this category on the CareerSource Heartland (CSH) Board of Directors.

Background

Section 122 of the Workforce Innovation and Opportunity Act states that eligible education/training providers must meet one of the following:

- An institution of higher education and provide a program(s) that leads to recognized post-secondary credential; or
- An entity that carries out apprenticeship programs registered under the National Apprenticeship Act (NAA); or
- Other public or private providers of training service programs which may include joint labor-management organizations, pre-apprenticeship programs, and occupational/ technical training; or
- A provider of adult education and literacy under Title II if such activities are provided in combination with occupational skills training.

Process

When the Private Education or Training Provider seat on the CSH Board of Directors becomes vacant, the organization will first follow the process outlined in the Heartland Workforce Investment Consortium's Interlocal Agreement, item 7, for nominating and selecting members. Nominees for Board membership must be individuals with optimum policy making authority.

To locate and identify local education/training providers within the designated workforce area, the President/Chief Executive Officer (CEO) will review, at a minimum, the websites of the Commission for Independent Education, CareerOneStop, and Employ Florida.

When more than one active local private education/training provider exists, nominations will be solicited from each of these entities. Priority will be given to providers offering education/training in local targeted industries, and for high skill, high wage occupations.

CSH's CEO will contact and conduct initial review of each known provider/nominee to confirm:

- the provider is physically located within the local workforce development area;
- the provider is actively providing education/training;
- the type of education/training being provided, including information on industry-recognized and/or post-secondary credentials to be received upon completion for each program offered, and identification of specific partnerships or collaborations the provider has established with business or industry;
- the interest, contact information, and qualifications of the nominee;
- verification that the nominee has optimum policy making authority for the provider;
- general social media and public record review of each nominee; and
- verification of provider's current Florida licensing, certification, or otherwise recognized accreditation authorizing the entity to provide training services in Florida.

Nominations of prospective members will be compiled by the CSH staff and prepared for consideration by the CSH Executive Board at its next scheduled meeting.

If CSH finds that no qualified private education/training provider exists in the designated local workforce area, CSH will submit to CSF a request to waive this requirement. The request must include a copy of this process as well as documentation of the results of efforts taken to fill the seat.

CareerSource HEARTLAND

BOARD MEMBERSHIP

Local Elected Officials – The Executive Board			
Category	**Name & Address**	**Phone**	**Email**
EXECUTIVE BOARD CHAIR & CHIEF ELECTED CHAIR	Kevin Roberts, Commissioner Highlands County Board of County Commissioners 600 S Commerce Avenue Sebring, FL 33870	P: (863)402-6500	Kroberts@highlandsfl.gov
VICE-CHAIR	Jerod Gross, Commissioner DeSoto County Board of County Commissioners 201 E Oak St, Ste 201 Arcadia, FL 34266	P: (863) 402-6500	j.gross@desotobocc.com
	Kenny Miller, Commissioner Hardee County Board of County Commissioners 412 W Orange St, Ste 103 Wauchula, FL 33873	P: (863) 773-9430 (863)781-0649	Kenny.miller@Hardeecountyfl.gov
	Michael Sumner, Commissioner Okeechobee County Board of County Commissioners 304 NW 2nd St, Room 123 Okeechobee, FL 34972	P: (863) 532-9006	msumner@okeechobeecountyfl.gov

Board Officers

Category	Name & Address	Phone	Email
CHAIR **BUSINESS**	David Royal, Nutrient Stewardship Director The Nature Conservancy, Altamonte Springs 308 Bell Street Wauchula, FL 33873	P: (863) 781-3490	yumaroyal@yahoo.com
CHAIR-ELECT **BUSINESS**	Denise Grimsley, Vice President Grimsley Groves 1575 Moore Rd, Zolfo Springs, FL 33890	P: (863) 441-1460	Denise_728@outlook.com
SECRETARY/TREASURER **BUSINESS**	William Allbritton, Vice President/Branch Manager Seacoast Bank 600 US 27, Lake Placid, FL 33852	P: (863) 699-1300	William.Allbritton@seacoastbank.com

Board Members

Category	Name & Address	Phone	Email
WOD	Leigh Ann Bellamy, District Administrator Division of Blind Services 600 8th Avenue West, Palmetto, FL 34221	P: (941) 721-2914	Leigh.Bellamy@dbs.fldoe.org
BUSINESS	Andrea Broomfield, Senior HR Business Partner (HRBP) HCA Florida Raulerson Hospital 1796 Highway 441 North, Okeechobee, FL 34972	P: (863) 824-2731	andrea.mcnair@hcahealthcare.com
GRED	Yarima Cuencas, Economic Development Manager Highlands County Economic Development 501 S. Commerce Avenue, Sebring, FL 33870	P: (863) 402-6953	yacuencas@highlandsfl.gov
BUSINESS	Billie Jo Decker, Owner/ Manager Decker Plumbing & Drains, LLC 7080 SW Hwy 17, Arcadia, FL 34269	P: (863) 494-4222	billiejo@deckersquad.com
ETPA **GRO**	Stephanie Etter, Dean-School of Continuing & Adult Education Indian River State College 500 NW California Boulevard, Port St. Lucie, FL 34986	P: (772)336-6258	setter@irsc.edu

WOLO	Joshua Exendine, Hardee County Professional Firefighters Union, Local 3471 4512 Cod Avenue, Sebring, FL 33870	P: (863) 441-3373	xndine@gmail.com
BUSINESS	Sondra Guffey, Economic Development Director DeSoto County BOCC- Economic Development 2250 N.E. Roan Street, Arcadia, FL 34266	**P: (863) 993-4807**	s.guffey@desotobocc.com
WOD	Skylar Harrison, Project Director The AARP Foundation 1959 E Edgewood Dr, Suite 100, Lakeland, FL 33803	P: (863) 499-1290	sharrison@aarp.org
ETPC **WOJ**	Fred Hawkins, President South Florida State College 600 W College Drive, Avon Park, FL 33825	P: (863) 784-7110	fred.hawkins@southflorida.edu
BUSINESS	Rick Herndon, Owner/ Vice President Herndon Landscape Group LLC 13319 NE 7th Terrace, Okeechobee, FL 34972	P: (772) 307-9048	rick@herndonlandscapegroup.com
BUSINESS **WOLO**	Dawn Hoover, HR Director Gilbert Family of Companies PO Box 848, Okeechobee, FL 34973	P: (863) 824-3515	dawn.hoover@gilberthasit.com
BUSINESS	Yessenia Irizarry, Staffing Manager Sunshine Staffing of Highlands County, Inc. 817 US 27 S, Sebring, FL 33870	P: (863) 382-4994	yirizarry@sunshine-staffing.com
BUSINESS	Christen Johnson, Executive Director AdventHealth Wauchula 735 S 5th Avenue, Wauchula, FL 33873	P: (863) 402-5369	christen.johnson@adventhealth.com
ETPO	Jake Reynolds (Ph.D.), Deputy Superintendent of Schools Desoto County School District 530 N. La Solona Ave, Arcadia, FL 34266	P (863) 773-9058 Ext. 1212	jake.reynolds@desotoschools.com
BUSINESS **ETPO**	Emily Roesner, President/ Program Director Miller Dynamics Inc. 4300 Sparta Rd., Sebring, FL 33875	P: (863) 673-7085	direct@millerdynamicsinc.com

BUSINESS	Raymond Royce, Executive Director Highlands County Citrus Growers Assn. 6419 US Hwy 27 S, Sebring, FL 33876	P: (863) 385-8091	rroyce@hccga.com
BUSINESS	Annette Sandoval, Director of Human Resources Lakeside Neurologic 1962 Vandolah Rd. Wauchula, FL 33873	P: (863) 767-4486	Annette.sandoval@lakesideneurologic.com;
BUSINESS	Efran Schraeder, President/CEO Kraus Services 2807 Ralph Johns Rd, Wauchula, FL 33873	P: (863) 781-0090 Primary (863) 735-1286	Efran@krauseusa.com
WOV	Glenn West, Representing Military Veterans Veterans Council of Highlands County 4300 Thompson Avenue, Sebring, FL 33875	P: (863) 451-1027	Glenn_West@sbcglobal.net
GRO	Denise Whitehead, City Administrator City of Okeechobee 55 SE 3rd Avenue, Okeechobee, FL 34974	P: (863)-763-3372	cityadmin@cityofokeechobee.com;
BUSINESS	Trudy Williams Director of Human Resources Tampa General Hospital DeSoto 900 N. Robert Avenue, Arcadia, FL 34266	P: (863) 494-8408	trwilliams@tgh.org
GRO	Amanda Wilson, Community Development Administrator, Circuit 10 Dept. of Children & Families 1055 Hwy 17 N, Bartow, FL 33830	P: (863) 578-1735	amanda.wilson@myflfamilies.com
GRVRD **WOD**	Sharon Wright, Vocational Rehabilitation Area 3 Director Bureau of Field Services Division of Vocational Rehabilitation Florida Department of Education 3191 Maguire Blvd., Suite 250 Orlando, FL 32803	P: (407) 204-7634	sharon.wright@vr.fldoe.org

Board Membership Designations:

BU Business

ETPA Education and Training Provider – Adult Education and Literacy

ETPC Education and Training Provider – Institution of Higher Education

ETPO Education and Training Provider – Other

GRED Government Representative – Economic Development

GRES Government Representative – Employment Service

GRO Government Representative – Other

GRVRD Government Representative – Vocational Rehabilitation

WOD Workforce – Community-based organization representing Individuals with Disabilities

WOJ Workforce – Joint labor-management Apprenticeship Program

WOLO Workforce – Labor Organization

WOV Workforce – Community-based organization representing Veterans

WOY Workforce – Community-based organization representing Youth