

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 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 original rotation schedule expired June 30, 2018. The schedule has been updated to reflect the rotation for the next four years. Only the program years were updated. No other changes were made.

The following represents the updated rotation schedule, effective July 1, 2023.

Economic Development representatives seat for one (1) year		
	2023 – 2024	DeSoto and Okeechobee
	2024 – 2025	Hardee and Highlands
	2025 – 2026	DeSoto and Okeechobee
	2026 – 2027	Hardee and Highlands
School District representatives seat for one (1) year		
	2023 – 2024	Highlands
	2024 – 2025	Okeechobee
	2025 – 2026	Hardee
	2026 – 2027	DeSoto

*prior to that time, one Economic Development representative and one School District representative from each of our three counties served on our Board.

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.



BOARD MEMBERSHIP

Local Elected Officials – The Executive Board			
Category	Name & Address	Phone	Email
Executive Board Chair & Chief Elected Official	Kelly Owens, Commissioner Okeechobee County Board of County Commissioners 304 NW 2 nd St, Room 123 Okeechobee, FL 34972	P: (863) 763-6441 Ext. 1	kowens@co.okeechobee.fl.us
VICE-CHAIR	Kevin Roberts, Commissioner Highlands County Board of County Commissioners 600 S Commerce Avenue Sebring, FL 33870	P: (863) 402-6500	kroberts@highlandsfl.gov
	Judith George, Commissioner Hardee County Board of County Commissioners 412 W Orange St, Ste 103 Wauchula, FL 33873	P: (863) 773-9430	jgeorge@hardeecounty.net
	Jerod Gross, Commissioner DeSoto County Board of County Commissioners 201 E Oak St, Ste 201 Arcadia, FL 34266	P: (863) 993-4800	j.gross@desotobocc.com

Board Officers

Category	Name & Address	Phone	Email
CHAIR 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
CHAIR-ELECT BUSINESS	David Royal, Nutrient Stewardship Director The Nature Conservancy, Altamonte Springs 308 Bell Street, Wauchula, FL 33873	P: (863) 781-3490	yumaroyal@yahoo.com
SECRETARY/TREASURER BUSINESS	William Allbritton, Vice President/Branch Manager MIDFLORIDA Credit Union 5805 US Hwy 27 North, Sebring, FL 33870	P: (863) 382-3722	William.Allbritton@midflorida.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.mcnaair@hcahealthcare.com
ETPA GRO	Russell Brown, Campus President–Dixon Hendry Indian River State College Dixon Hendry Campus 2229 NW 9 th Avenue, Okeechobee, FL 34972	P: (863) 824-6000	rbrown@irsc.edu
BUSINESS	Mary Dow, President Dow Realty, Inc. PO Box 1333 (4B W Oak St), Arcadia, FL 34265	P: (863) 494-6062	mdow@embarqmail.com

WOLO	Joshua Exendine, Hardee County Professional Firefighters Union, Local 3471 4512 Cod Avenue, Sebring, FL 33870	P: (863) 441-3373	xndine@gmail.com
BU ETPO	Don Garner, Owner/President/CFO SunCoast Trucking Academy 217 S. Polk Avenue, Arcadia, FL 34266	P: (941) 347-7445	don@suncoasttrucking.com
BU WOLO	Denise Grimsley, Economic Development Director The Development Group 107 E Main Street, Wauchula, FL 33873	P: (863) 773-3030	denise.grimsley@thedevelopmentgroup.net
GRED	Sondra Guffey, Economic Development Director DeSoto County Economic Development Office 201 E Oak Street, Suite 201, Arcadia, FL 34266	P: (863) 993-4800	s.guffey@desotobocc.com
WOD	Skylar Harrison, Project Director The AARP Foundation 1959 E. Edgewood Dr, Suite 101, 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	Lois Hilton, Human Resources Director DeSoto Memorial Hospital 900 North Robert Avenue, Arcadia, FL 34266	P: (863) 494-8405	lhilton@dmh.org
BUSINESS	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

BUSINESS	Jeff Jones, CEO/General Manager Jones Supply A.I. Sales & Service Inc. 801 SW Park Street, Okeechobee, FL 34972	P: (863) 467-0351	jonesy@jonessupply.biz
GRED	Kaylee King, President Okeechobee County Economic Development 2229 NW 9th Avenue, Okeechobee, FL 34972	P: (863) 357-2334	kaylee@ocedcorp.com
ETPO	Brenda Longshore, Superintendent School Board of Highlands County 426 School Street, Sebring, FL 33870	P: (863) 471-5564	longshob@highlands.k12.fl.us
BUSINESS	Deborah Mancini, Vice President Mancini Foods 3500 Mancini Place, Zolfo Springs, FL 33890	P: (800) 741-1778	debbi@mancinifoods.com
BUSINESS	Lindsey McCain, Human Resource Specialist Profile Products, LLC 2404 Commerce Court, Bowling Green, FL 33834	P: (941) 377-8666	lmccain@profileproducts.com
GRVRD WOD	Wayne Olson, Area 3 Director DOE – Vocational Rehabilitation Services 3555 Maguire Blvd, Ste 205, Orlando, FL 32803	P: (407) 893-5657	wayne.olson@vr.fldoe.org
GRO	Gary Ritter, City Administrator City of Okeechobee 55 SE 3rd Avenue, Okeechobee, FL 34974	P: (863) 763-3372	gritter@cityofokeechobee.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
BUSINESS	Angel Wiggins, Director of Marketing and Operations Manager Royal Care of Avon Park PO Box 8201, Sebring, FL 33875	P: (863) 453-6674	marketer@rcavonpark.net

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@myffamilies.com
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Board Membership Designations:

BU	Business	GRVRD	Government Representative – Vocational Rehabilitation
ETPA	Education and Training Provider – Adult Education and Literacy	WOD	Workforce – Community-based organization representing Individuals with Disabilities
ETPC	Education and Training Provider – Institution of Higher Education	WOJ	Workforce – Joint labor-management Apprenticeship Program
ETPO	Education and Training Provider – Other	WOLO	Workforce – Labor Organization
GRED	Government Representative – Economic Development	WOV	Workforce – Community-based organization representing Veterans
GRES	Government Representative – Employment Service	WOY	Workforce – Community-based organization representing Youth
GRO	Government Representative – Other		