



# Pinellas County

315 Court Street, 5th Floor  
Assembly Room  
Clearwater, Florida 33756

## Staff Report

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**File #:** 16-204A, **Version:** 1

**Agenda Date:** 2/23/2016

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**Subject:**

Appointments to WorkNet Pinellas d.b.a. CareerSource Pinellas Board of Directors.

**Recommended Action:**

Appoint William Griffiths and Celeste Fernandez to the WorkNet Pinellas d.b.a. CareerSource Pinellas Board of Directors.

These appointments were recommended by the WorkNet Pinellas d.b.a. CareerSource Pinellas Executive Committee on February 3, 2016, for current terms running through June 30, 2018.

February 3, 2016

APPOINTMENTS TO THE WORKNET PINELLAS d.b.a. CAREERSOURCE PINELLAS  
BOARD OF DIRECTORS

**New Board Member Recommendation**

On February 3, 2016 the WorkNet Pinellas d.b.a. CareerSource Pinellas Executive Committee recommended the Pinellas County Board of County Commission appoint the following board members to Worknet Pinellas d.b.a. CareerSource Pinellas Board of Directors for a current term through June 30, 2018.

<u>MEMBER</u>	<u>CATEGORY</u>
William Griffiths	Veteran
Celeste Fernandez	Community Partner



## **Action Item #2**

### **Approval of New Board Member William Griffiths**

#### **Background**

William R. Griffiths is a graduate from the United States Military Academy at West Point, New York. He started his professional career as a United States Army Officer. Bill served throughout the world in a variety of assignments as an Armored Officer in command of combat units, served in combat in Viet Nam and completed two tours of duty. Bill retired after 32 years of service as a Colonel.

#### **Recommendation**

Approval of William Griffiths appointment to serve on CareerSource Pinellas Board of Directors, effective through June 30, 2018. This recommendation will be forwarded to the appointing authority, Pinellas County Board of County Commissioners.



## CareerSource Pinellas Board Membership Application

Applicant Name:	Bill Griffiths
Job Title:	US Army, Retired
Employer Name:	NA
Employer Address:	NA
Employer's estimated annual revenue:	NA

Industry Segment please check one:	<div style="margin-left: 40px;"> <input type="checkbox"/> a. Manufacturing  <input type="checkbox"/> b. Healthcare  <input type="checkbox"/> c. Communications  <input type="checkbox"/> d. Bio-Tech  <input type="checkbox"/> e. Insurance/Finance  <input type="checkbox"/> f. Construction  <input type="checkbox"/> g. Hospitality/Tourism  <input type="checkbox"/> h. Retail  <input type="checkbox"/> i. Wholesale  <input type="checkbox"/> j. Real Estate  <input type="checkbox"/> k. Accounting/Audit  <input type="checkbox"/> l. Utilities  <input checked="" type="checkbox"/> m. Other (specify) Veterans         </div>
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Please attach a brief summary of why you want to serve on the Career Source Pinellas Board of Directors and what your expectations are?

I wish to participate in the oversight of the functioning of the Regional Workforce Board to assure efficient and effective operations of this vital agency. I hope to add to the esteem in which the Board is held by the public and elected representatives. I also want to assure that military veterans receive the services they so richly deserve.

Please attach a biography that includes pertinent employment and educational information as well as other activities in which you are engaged (such as serving on other boards, chambers of commerce, hobbies, etc.)

## **William R. Griffiths**

### **To Whom It May Concern:**

I, William R. Griffiths, a Resident of Pinellas County, Florida, do make this statement to explain my background and standing in the community.

Following my graduation from the United States Military Academy at West Point, New York I embarked on a professional career as a United States Army Officer. I served throughout the world in a variety of assignments as an Armored Officer in command of combat units, platoon through regiment. I served in combat in Viet Nam during two tours of duty and was promoted to the rank of Colonel. I retired after 32 years of service to my country and presently reside at the address shown above.

During my career, I was blessed to enjoy the rewards of service to my nation and my fellow citizens. I was allowed to study for my Masters of Art Degree in History from Rice University and a Masters of Military Arts and Sciences in Management and Communication from the United States Command and Staff College. I was also privileged to serve on the faculty of the United States Military Academy and taught Military History to the cadets. During my career I was presented with numerous awards and citations which include: two Legion of Merit Medals, the Silver Star, three Bronze Stars for valor, five Army Commendation Medals, 11 Air Medals and numerous campaign and foreign awards. In my final tour of duty, I served as the Director of the Joint Doctrine Center of under the Joint Chiefs of Staff and held independent command at MacDill Air Force Base.

Since my retirement from active duty, I have worked in various capacities as an advocate for Veterans obtaining employment and careers. I have served in the State Department of Labor, the Veterans Employment and Training Service and in WorkNet Pinellas as the Veteran Program Manager. I perform civic service as the chairman of the screening committee for our Congressmen in the appointment of young men and women to the Military Academy. I serve on the Board of Directors of the West Point Society, Florida West Coast, am a life member of the Military Officers of America, the Disabled American Veterans and the AMVETS. I also serve on the Board of Directors of my Homeowners Association for Tierra Del Mar.

My wife of fifty-four years, Patricia, and I are residents of the Tierra Verde Community and Pinellas County, Florida. We have raised three children, Leigh, Richard and Suzanne, who have received their college educations in the state of Florida and are contributing useful citizens of which I am justly proud.

I have never been charged with a crime, great or small and have an impeccable record of keeping the peace, contributing to my community and respecting the rights of my fellow citizens.

William R. Griffiths



DAVID W. JOLLY  
13TH DISTRICT, FLORIDA

December 3, 2015

Mr. Bill Price, Chairman  
CareerSource Pinellas  
13805 58<sup>th</sup> Street N, 2-140  
Clearwater, Florida 33760

Dear Mr. Price:

I write to recommend Mr. William Griffiths as the Veteran Representative on the Board of Directors for CareerSource Pinellas. I am confident that Mr. Griffiths is highly qualified for this position because of his knowledge of military and veteran affairs as well as his leadership skills and dedication to individuals seeking assistance.

As the Veteran Representative, Mr. Griffiths would be able to come in with extensive knowledge of veterans' affairs and their employment needs. Mr. Griffiths retired from the U.S. Army after thirty years of service as a highly decorated Colonel and retains life membership in all of the national Veteran Service Organizations. He has also served for more than 30 years on the Congressional Nominating Committee for the United States Service Academies.

Following his military retirement, Mr. Griffiths worked as the Veteran Program Manager for WorkNet Pinellas and later as the Legislative Liaison and Public Affairs Coordinator for CareerSource Pinellas, where he has been able to familiarize himself with CareerSource's employment and training responsibilities as well as the unique requirements of the veterans CareerSource is able to serve.

Mr. Griffiths also has a proven history of community leadership as he currently serves on the Board of Tampa Bay Watch, the Public Information Committee of the City of St. Petersburg and is the President of the Tierra Del Mar Homeowners' Association.

I am eager to recommend Mr. Griffiths for the Veteran Representative on the Board of Directors where I am confident his experience and dedication to veterans will help CareerSource Pinellas assist more individuals in our community. It is my hope that you give Mr. Griffiths due consideration.

With much respect,

A handwritten signature in black ink, appearing to read "D W Jolly", written over a horizontal line.

David W. Jolly  
Member of Congress



## **Action Item #3**

### **Approval of New Board Member Celeste Fernandez**

#### **Background**

Celeste Fernandez is Community Development Administrator for the Florida Department of Children and Families.

Board application enclosed.

#### **Recommendation**

Approve Celeste Fernandez's appointment to serve on CareerSource Pinellas Board of Directors, effective through June 30, 2018.

Forward this recommendation to the appointing authority, Pinellas County Board of County Commissioners.



## CareerSource Pinellas Board Membership Application

Applicant Name:	Celeste Fernandez
Job Title:	Circuit 6 Community Development Administrator
Employer Name:	Florida Department of Children and Families
Employer Address:	11351 Ulmerton Road, Suite 414
	Largo, FL 33778
Employer's estimated annual revenue:	

Industry Segment please check one:	<div style="margin-left: 40px;"> <input type="checkbox"/> a. Manufacturing  <input type="checkbox"/> b. Healthcare  <input type="checkbox"/> c. Communications  <input type="checkbox"/> d. Bio-Tech  <input type="checkbox"/> e. Insurance/Finance  <input type="checkbox"/> f. Construction  <input type="checkbox"/> g. Hospitality/Tourism  <input type="checkbox"/> h. Retail  <input type="checkbox"/> i. Wholesale  <input type="checkbox"/> j. Real Estate  <input type="checkbox"/> k. Accounting/Audit  <input type="checkbox"/> l. Utilities  <input checked="" type="checkbox"/> m. Other (specify) DCF         </div>
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Please attach a brief summary of why you want to serve on the WorkNet Board of Directors and what your expectations are?

The Department of Children and Families works in partnership with many community agencies to ensure that all citizens served are able to access services available to them. CareerSource is a vital partner as we assist citizens to become self-sufficient and gainfully employed. We would like to link clients served by the Independent Living Program in the Child Welfare System with CareerSource Pinellas to assist them with employment and interviewing skills as they transition into adulthood.

Please attach a biography that includes pertinent employment and educational information as well as other activities in which you are engaged (such as serving on other boards, chambers of commerce, hobbies, etc.)



# Celeste M. Fernandez

Education      Bachelors of Science  
University of Florida, Gainesville, FL  
1982

Experience      **Circuit Community Development Administrator**  
Department of Children and Families, Largo, FL  
2015 – Present

Work in partnership with regional programs and operations to identify needs, gaps and collaborate with new or existing partners to meet those needs.

Coordinates or participates in community planning forums and operations to solicit community feedback on performance and service gaps.

Serves as the Department's lead in coordinating with stakeholders to develop strategies for ensuring that children in care are successful in school and reach their educational goals.

Coordinates with Central Office (Headquarters) on community engagement efforts.

Represents the Department at circuit level commissions, taskforces, committees, etc.

Coordinates with appropriate stakeholders and partners to identify goals and outcomes under the Five Areas of Promise.

**Director of Out of Home Care**  
Eckerd Community Alternatives, Tampa and Largo, FL  
2012 – 2015

Responsible for organizing, managing and evaluating the delivery of diverse program services

Provide up to date information regarding federal, state and local laws affecting participants

Provide administrative management and oversight to all activities related to but not limited to: intake and placement, client related budget, out of home care budget and court related activities

Assists in the development of all reporting, data collection and statistical analysis related to out of home care services

**Single Point of Access Coordinator (SPOA)**  
Eckerd Community Alternatives, Tampa, FL  
2004 – 2012

Responsible for overseeing and implementing the comprehensive assessment process on all children coming into care and already in care

Provides technical assistance to CBC project staff to ensure quality of services to include but not limited to timeliness, appropriate and effective referrals to mental health services in the community

Maintains DCF and ECA databases to track timeliness and completeness of service provision

Facilitator of the multidisciplinary team staffing

Assist the management team in continual evaluation and development of comprehensive policies and procedures

#### **Case Manager**

Family Continuity Program, Department of Children & Families, St. Petersburg, FL  
2003 – 2004

Responsibilities include advocacy and coordination of services to serve families in the child welfare system; intake assessment of family needs, referrals to providers, and development of a service plan; working collaboratively with the community based providers, schools and social service agencies; recording assessments, plans and intervention in client records according to documentation standards; and preparing and administering legal documents to the dependency court.

#### **Program Coordinator/QMRP**

Pinellas Association for Retarded Citizens (PARC) Center Apartments, St. Petersburg, FL  
2001 - 2003

Program Coordinator/QMRP manages program activities of PARC Center Apartments and supervises Program staff. Assists in development of objectives and maintaining compliance with applicable regulations. Coordinates and supervises all skills training and behavior management programs in accordance with PCA philosophy, policies and procedures and ICF/DD regulations.

#### **Director of the Residential/Day Treatment Services**

"The Starting Place", Hollywood, FL  
1997 – 2000

Responsible for the overall operation of adolescent residential and day treatment/substance abuse treatment programs. Provide staff with guidance and ongoing training regarding treatment approaches, policy, regulations and general case management, quality of treatment and insurance that interventions are working for clients and their families. Interface with Admissions to insure appropriate client placement and communication. Develop and maintain liaison with teaching staff and monitor the overall academic performance of the clients. Maintain an active parent association to provide program advocacy, fund raising, participation, feedback and overall motivation among families involved in the program. Recruiting, interviewing, hiring and discharging Assistance Counselors as well as Therapists. Understand the budget and insure unit functions within the fiscal constraints.

#### **Therapist**

"Lifeline of Miami", Davie, Florida  
1996 – 1997

Conduct substance abuse group and individual therapy sessions, group therapy for domestic violence offenders, provided individual domestic violence counseling to victims and offenders, recorded and maintained thorough case records, provided monthly progress reports to the Broward and Dade County Probation Departments and other pertinent services, and provided verbal consultation on individual client cases with appropriate authorities.

#### **Program Director**

"A Safe Place" Oakland, CA  
1987 - 1995

Oversaw development and implementation of program services to victims of domestic violence. Worked in conjunction with E.D. and B.O.D. to develop and secure an annual agency budget. Screened, hired trained and supervised Service Counselors and additional personnel, and reported on contractual compliance with governmental agencies and various other public/private funding sources.

**Latina/Hispanic Counselor Program Developer**

"A Safe Place" Oakland, CA  
1985 – 1987

**Teaching Assistant/Residential Counselor**

"Fred Finch Youth Center" Oakland, CA  
1985

**Forensic-Bilingual Specialist**

"North Florida Evaluation and Treatment Center" Gainesville, FL  
1982 - 1984

**References available upon request**

<b>Board Membership</b>	<b>Early Learning Coalition of Pinellas County</b> <b>5735 Rio Vista Drive</b> <b>Clearwater, FL 33760</b>
	<b>Pinellas County License Board</b> <b>8751 Ulmerton Road, Suite 2000</b> <b>Largo, FL 33771</b>



**State of Florida  
Department of Children and Families**

**Rick Scott**  
*Governor*

**Mike Carroll**  
*Secretary*

**Lisa Mayrose**  
*Regional Managing  
Director*

January 19, 2016

Ed Peachey, President & CEO  
CareerSource Pinellas  
Epi Center  
13805 58<sup>th</sup> Street North, Suite 2-140  
Clearwater, FL 33760

Dear Mr. Peachey:

Please be advised that I am nominating Celeste Fernandez, Community Development Administrator for Circuit 6, to serve as the Department of Children and Families' voting representative on the CareerSource Pinellas Board.

Ms. Fernandez is located at the Mary Grizzle State Office Building, 11351 Ulmerton Road, Largo 33778. Her office number is 727-373-7702 and her email address is [Celeste.Fernandez@myflfamilies.com](mailto:Celeste.Fernandez@myflfamilies.com)

I am confident Ms. Fernandez will be an asset to your Board. Please let me know if additional information is needed.

Sincerely,

Lisa Mayrose  
Regional Managing Director

Cc: Celeste Fernandez

**CareerSource Pinellas  
Executive Committee Meeting  
Consent Agenda of February 3, 2016**

**Actions Approved At CareerSource Pinellas' Executive Committee Meeting**

*Any Board Member shall have five days from receipt of these minutes within which to request that an action for the Executive Committee be brought before the full Board. If no such request is made, the actions of the Executive Committee shall stand.*

**Date:** February 3, 2016, 11:00 a.m.  
**Location:** EpiCenter – 13805 58<sup>th</sup> St. N., Clearwater

**Call to Order**

Chair Bill Price, called the meeting to order at 11:15 a.m. There was a quorum present with the following Executive Committee members participating.

**Directors in attendance**

Bill Price, Dr. Robert Arnold , Tom Bedwell, Jack Geller (via phone), Commissioner Kenneth Welsh, Karla Leavelle, Lenne` Nicklaus-Ball, Aundre Green, Anthony Degina (via phone)

**Directors not in attendance**

Mike Mikurak

**Guest(s)**

Dr. James Connelly, Charles Harris

**Staff Present**

Ed Peachey, Kristin Dailey, Alice Cobb, Don Shepherd, Jennifer Brackney, Izet Balagic, Joe Calhoun, Dominique Vankirk

**Chairman's Report (Attachment A)**

**Action Items**

**Item 1 – Approval of Minutes**

The minutes of the December 2, 2015, Executive Committee meeting were presented for approval.

Motion: Lenne` Nicklaus-Ball  
Second: Tom Bedwell

*The minutes were approved as presented*

The motion carries.

**Item 2 – Board Appointment for William Griffiths (Attachment B)**

William R. Griffiths is a graduate from the United States Military Academy at West Point, New York. He started his professional career as a United States Army Officer. Bill served throughout the world in a variety of assignments as an Armored Officer in command of combat units, served in combat in Viet Nam and completed two tours of duty. Bill retired after 32 years of service as a Colonel.

Motion: Tom Bedwell  
Second: Lenne` Nicklaus-Ball

*The Executive Committee recommends approval of forwarding Mr. William Griffiths to the Pinellas County Board of County Commissioners for a two-year appointment, through June 30, 2018, to serve on the CareerSource Pinellas Board of Directors.*

The motion carries.

### **Item 3 – Board Appointment for Celeste Fernandez (Attachment C)**

Celeste Fernandez is Community Development Administrator for the Florida Department of Children and Families.

Motion: Tom Bedwell  
Second: Jack Geller

*The Executive Committee recommends approval of forwarding Celeste Fernandez to the Pinellas County Board of County Commissioners for a two-year appointment, through June 30, 2018, to serve on the CareerSource Pinellas Board of Directors.*

The motion carries.

### **Information**

None at this time

### **Public Comment**

There were no public comments at this time.

### **Adjournment**

The meeting was adjourned at approximately 12:33 p.m.