

**DATE:** April 1, 2026

**FROM:** Stacy Campbell-Domineck, President & CEO  
CareerSource Polk

**TO:** Commissioner Martha Santiago, Chair  
Polk County Board of County Commissioners

**AGENDA ITEM/TITLE:**

Approval of Interlocal Agreement Between Polk County and the Polk County Workforce Development Board, Inc. (d/b/a CareerSource Polk)

**BACKGROUND / EXPLANATION**

This agenda item is submitted on behalf of the Polk County Workforce Development Board, Inc., d/b/a CareerSource Polk (the "Board"), to request Board of County Commissioners (BoCC) approval of the attached Interlocal Agreement between Polk County BoCC and the Board.

The Interlocal Agreement establishes and maintains the collaborative relationship between Polk County, acting as the Chief Elected Official, and the Board, serving as the Local Workforce Development Board, in accordance with the Workforce Innovation and Opportunity Act of 2014 (WIOA), Chapter 445, Florida Statutes, and all other applicable federal and state laws.

The Agreement delineates the respective roles, responsibilities, and authorities of the County and the Board, including the Board's designation as the administrative entity and grant subrecipient for workforce development programs administered within the Polk County Workforce Development Area. It further outlines governance, fiscal oversight, performance accountability, compliance, and coordination requirements necessary to ensure effective workforce service delivery.

The proposed term of the Interlocal Agreement is July 1, 2026, through June 30, 2029, aligning with applicable program years and planning cycles. Approval of this Agreement is necessary to support continued Board certification, receipt and administration of workforce funds, and ongoing compliance with state and federal workforce governance requirements.

**FISCAL IMPACT**

There is no fiscal impact associated with approval of this agreement.

**BOARD ACTION REQUEST**

Approve the Interlocal Agreement between Polk County and the Polk County Workforce Development Board, Inc. (d/b/a CareerSource Polk) for the period of July 1, 2026, through June 30, 2029.

**ATTACHMENTS:**

- Signed Interlocal Agreement Between Polk County and the Polk County Workforce Development Board, Inc.
- County Statutory Required Terms Exhibit A
- Signed Affidavit Regarding the Use of Coercion for Labor or Services