

Chairman Oliver G. Gilbert, III

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Mayor Daniella Levine-Cava
Chairman Oliver G. Gilbert III, District 1
Vice Chairman Anthony Rodriguez, District 10

Commissioner Marleine Bastien, District 2
Commissioner Keon Hardemon, District 3
Commissioner Micky Steinberg, District 4
Commissioner Eileen Higgins, District 5
Commissioner Kevin Marino Cabrera, District 6
Commissioner Raquel A. Regalado, District 7
Commissioner Danielle Cohen Higgins, District 8
Commissioner Kionne L. McGhee, District 9
Commissioner Roberto J. Gonzalez, District 11
Commissioner Juan Carlos Bermudez, District 12
Senator Rene Garcia, District 13

MEMORANDUM

TO: Honorable Vice Chairman Anthony Rodriguez
And Members, Board of County Commissioners

FROM: The Honorable Oliver G. Gilbert III, Chairman
Board of County Commissioners, District 1

A handwritten signature in blue ink, appearing to be "O. Gilbert III", is written over the "FROM:" field.

DATE: December 8, 2023

RE: Post-Secondary Education Tuition Reimbursement

An important goal of my tenure as Chairman is to promote opportunities for professional development among our Board of County Commissioners (BCC) staff. Existing County policy provides that employees enrolled in accredited educational institutions may be reimbursed for 50% of tuition costs, for approved coursework which will enable them to improve their performance in their current positions and prepare them for increased responsibilities.

Typically, funding to pay for this program comes out of the budget for the office in which the employee works. To promote participation in the program, I have set aside funding in a separate account to support the program for employees of the Board of County Commissioners (all districts and other offices reporting to the Board).

The program will be managed by the Office of the Chair. Employees who wish to participate should complete the attached application form and return it to **Elda Green**, Support Services Division no later than **August 15** for the Fall academic term and **December 15** for the academic Spring term. Also attached is information regarding applicability and requirements.

I am proud to be able to implement this program for our employees which will give them the skills to better serve our residents while broadening their horizons. Should you have any questions regarding this program, please feel free to contact Jennifer Moon, Office of Policy and Budgetary Affairs at 305-375-5350.

Attachment

Cc: Honorable Daniella Levine Cava, Mayor
Geri Bonzon-Keenan, County Attorney
Gerald Sanchez, First Assistant County Attorney
Jess McCarty, Executive Assistant County Attorney
Yinka Majekodunmi, Commission Auditor
Jennifer Moon, Chief, Office of Policy and Budgetary
Elda A. Green, Executive Director, Commission Support Staff
Commission Staff