

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY**

Meeting Date: February 27, 2007

Department: Community Services

Submitted By: Head Start & Children Services

Advisory Board Name: Head Start / Early Head Start Policy Council

I. EXECUTIVE BRIEF

Staff recommends motion to approve: appointment of the following Community Representatives to the Head Start/Early Head Start (HS/EHS) Policy Council for a term of three (3) years, effective March 28, 2007.

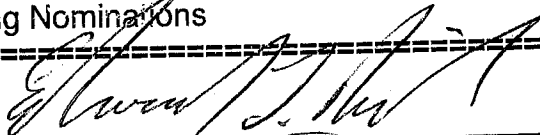
<u>Seat ID#</u>	<u>Name</u>	<u>Term</u>	<u>Nominated By</u>
1	Judith Dryer	03/28/07 to 03/27/10	Comm. Addie L. Greene Comm. Jeff Koons
3	James Leger	03/28/07 to 03/27/10	Comm. Addie L. Greene Comm. Jeff Koons
4	Diane Walker	03/28/07 to 03/27/10	Comm. Addie L. Greene Comm. Jeff Koons
5	Rosanna Zamora	03/28/07 to 03/27/10	Comm. Addie L. Greene Comm. Jeff Koons
7	Maxine Schoolfield	03/28/07 to 03/27/10	Comm. Addie L. Greene Comm. Jeff Koons

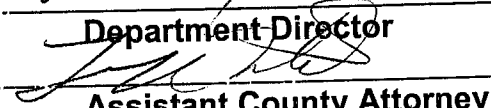
Summary: The HS/EHS Performance Standards require that community representation be included in the makeup of the HS/EHS Policy Council. The Council responsibilities include, but are not limited to: criteria selection of children within applicable laws and Health and Human Services guidelines, determining the areas in the community in which programs will operate; determining what services should be provided, personnel issues, and budgetary issues. Of the nine Community Representative seats on the Council, six (6) are currently vacant. The nominees above meet all applicable guidelines and requirements as outlined in the Performance Standards and Resolution R2000-1866. The parent members of the Council endorsed the nominee recommendations at their January 24, 2007 meeting. On January 26, 2007, written notice was sent to each Commissioner to request nominations in accordance with PPM CW-O-023. The terms of service would begin upon the Council's ratification of the BCC appointments. (Head Start) Countywide (TKF).

Background and Justification: Per Resolution Number R2000-1866, dated 11/21/00, the BCC adopted the Head Start/Early Head Start Policy Council. The Council is comprised of Thirty-Three (33) members, of which nine (9) must be representatives of the community. The remaining membership is comprised of parents whose children are actively enrolled in the HS/EHS program. At their September 27, 2006 Council meeting, the parent members made recommendation for Community Representative membership. Once approved by the BCC, the appointments will be ratified by the parent members of the Council in accordance with the establishing resolution. Community Representatives may serve a maximum of three (3) years on the Council and the above nominees' effective term will begin upon being ratified by parent members at their March 28, 2007 meeting.

Attachments:

Board Appointment Information Forms
Memo to BCC Regarding Nominations

Recommended by:  2-13-2007
 Department Director Date

Legal Sufficiency:  2-15-07
 Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

**REVISED 06/92
ADM FORM 03
(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)**

JAN 26 2007 *



Department of
Community Services
Division of Head Start
& Children Services
3323 Belvedere Road, Building #501B
West Palm Beach FL 33406
(561) 233-1600
FAX: (561) 233-1633
http://www.co.palm-beach.fl.us

INTER-AGENCY MEMORANDUM

DATE: January 26, 2007
TO: Honorable Addie L. Greene, Chairperson and
the Board of County Commissioners
FROM: Edward L. Rich, Director *Edward L. Rich*
Community Services Department
RE: BOARD APPOINTMENTS - HEAD START/EARLY
HEAD START POLICY COUNCIL

■
**Palm Beach County
Board of County
Commissioners**

Addie L. Greene, Chairperson

Jeff Koons, Vice Chair

Karen T. Marcus

Warren H. Newell

Mary McCarty

Burt Aaronson

Jess R. Santamaria

■
County Administrator

Robert Weisman,

*"An Equal Opportunity
Affirmative Action Employer"*

=====
The Head Start/Early Head Start (HS/EHS) Policy Council has made a recommendation that the following nominees be appointed to the board:

<u>Appointee</u>	<u>Seat Requirement</u>	<u>Seat #</u>
Judith Dryer	Community Rep.	1
James Leger	Community Rep.	3
Diane Walker	Community Rep.	4
Rosanna Zamora	Community Rep.	5
Maxine Schoolfield	Community Rep.	7

Of the nine (9) Community Representative seats on this Council, there are currently six (6) vacancies. The term of appointment is three years (3) and membership will become effective upon appointment by the BCC and ratification by the HS/EHS Policy Council.

This Council has general responsibility of overseeing all functions of the HS/EHS program including personnel issues, program operations, and establishing a method of hearing and resolving community complaints.

The BCC Appointment Information Forms and resumes for each nominee are attached for your perusal.

.../Page 2

Please sign and return each approved form to Nicole Muhammad, Community Services/Head Start/EHS & Children's Services Administration by **February 2, 2007** to place on the February 27, 2007 BOCC agenda.

Attachments

pc: Honorable Jeff Koons, Vice Chair
Honorable Karen T. Marcus
Honorable Warren H. Newell
Honorable Mary McCarty
Honorable Burt Aaronson
Honorable Jess R. Santamaria

Judith Dryer
2770 Foxhall Drive West
West Palm Beach, Florida 33417
(561) 688-2082
(561) 632-4847

Education	1987	Palm Beach Community College Lake Worth, Florida Associate of Arts Degree in Early Childhood Dev.
	1957	Booker T. Washington High School Atlanta, Georgia High School Diploma
Work History	1997-2006	Parent Involvement Specialist Palm Beach County Head Start/Early Head Start West Palm Beach, Florida
	1995-1997	Center Specialist Palm Beach County Head Start Jupiter, Florida
	1982-1995	Head Teacher Palm Beach County Head Start Jupiter, Florida
	1977-1982	Teacher Palm Beach County Head Start Jupiter, Florida
Certifications		Child Development Associates
		40 Hour Child Care Certification
		CPR/1 st Aid
Awards	2005	T.E.A.M. Raising the Standard
	1997	Golden Palm
	1991	Florida State Teacher of the Year

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSION
BOARD APPOINTMENT INFORMATION FORM**

Part I:

Board Name: Head Start / Early Head Start Policy Council

At Large Appointment or District Appointment

Term of Appointment: 3 years. From 02 / 27 / 07 To 09 / 26 / 09

Seat Requirement: Community Representative Seat # 01

**Reappointment or New Appointment

or to complete the term of _____

due to: resignation other _____

completion of term to expire on: _____

Part II: APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Judith Dryer

Occupation/Affiliation: Retired (BOCC - Head Start/EHS)

Business Name: N/A

Business Address: N/A

City & State: _____ Zip Code: _____

Residence Address: 2770 Foxhall Drive W

City & State: West Palm Beach, FL Zip Code: 33417

Home Phone: (561) 688-2082 Business Phone: N/A

Mailing Address preference: Business Address Residence Other or other:

Minority Identification Code:

- | | |
|--|---|
| <input type="checkbox"/> JIF (American Indian Female) | <input type="checkbox"/> JIM (American Indian Male) |
| <input type="checkbox"/> JAF (Asian Female) | <input type="checkbox"/> JAM (Asian Male) |
| <input checked="" type="checkbox"/> JBF (Black Female) | <input type="checkbox"/> JBM (Black Male) |
| <input type="checkbox"/> JHF (Hispanic Female) | <input type="checkbox"/> JHM (Hispanic Male) |
| <input type="checkbox"/> JWF (White Female) | <input type="checkbox"/> JWM (White Male) |

Part III: COMMISSIONER COMMENTS

Appointment to be made at BCC Meeting on: February 27, 2007

*When a person is being considered for re-appointment, the number and nature of previously disclosed voting conflicts shall be considered by the Board of County Commissioners.

___ Number of previously disclosed voting conflicts.

Signature: *Addie Greene*

Date: 02/03/07

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSION
BOARD APPOINTMENT INFORMATION FORM**

Part I:

Board Name: Head Start / Early Head Start Policy Council

At Large Appointment or District Appointment

Term of Appointment: 3 years. From 02 / 27 / 07 To 09 / 26 / 09

Seat Requirement: Community Representative Seat # 01

**Reappointment or New Appointment

or to complete the term of _____

due to: resignation other _____

completion of term to expire on: _____

Part II: APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Judith Dryer

Occupation/Affiliation: Retired (BOCC - Head Start/EHS)

Business Name: N/A

Business Address: N/A

City & State: _____ Zip Code: _____

Residence Address: 2770 Foxhall Drive W

City & State: West Palm Beach, FL Zip Code: 33417

Home Phone: (561) 688-2082 Business Phone: N/A

Mailing Address preference: Business Address Residence Other or other:

Minority Identification Code:

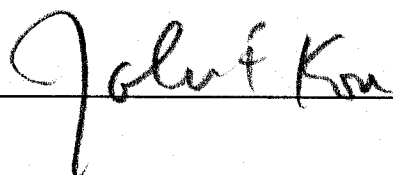
- | | |
|---|--|
| <input type="checkbox"/> IIF (American Indian Female) | <input type="checkbox"/> IM (American Indian Male) |
| <input type="checkbox"/> AF (Asian Female) | <input type="checkbox"/> AM (Asian Male) |
| <input checked="" type="checkbox"/> BF (Black Female) | <input type="checkbox"/> BM (Black Male) |
| <input type="checkbox"/> HF (Hispanic Female) | <input type="checkbox"/> HM (Hispanic Male) |
| <input type="checkbox"/> WF (White Female) | <input type="checkbox"/> WM (White Male) |

Part III: COMMISSIONER COMMENTS

Appointment to be made at BCC Meeting on: February 27, 2007

***When a person is being considered for re-appointment, the number and nature of previously disclosed voting conflicts shall be considered by the Board of County Commissioners.**

___ Number of previously disclosed voting conflicts.

Signature: 

Date: 1/30/07

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSION
BOARD APPOINTMENT INFORMATION FORM**

Part I:

Board Name: Head Start / Early Head Start Policy Council

At Large Appointment or District Appointment

Term of Appointment: 3 years. From 02 / 27 / 07 To 09 / 26 / 10

Seat Requirement: Community Representative Seat # 03

**Reappointment or New Appointment

or to complete the term of Constance Berry

due to: resignation other _____

completion of term to expire on: _____

Part II: APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: James Leger

Occupation/Affiliation: Broadcasting Communication

Business Name: Radiovision fm'sca

Business Address: 1860 Old Okeechobee Road Suite 511

City & State: West Palm Beach, FL Zip Code: 33409

Residence Address: Unknown

City & State: _____ Zip Code: _____

Home Phone: Unknown Business Phone: (561)719-4098 or 242-8157

Mailing Address preference: Business Address Residence Other or other:

Minority Identification Code:


- | | |
|--|---|
| <input type="checkbox"/> IF (American Indian Female) | <input type="checkbox"/> IM (American Indian Male) |
| <input type="checkbox"/> AF (Asian Female) | <input type="checkbox"/> AM (Asian Male) |
| <input type="checkbox"/> BF (Black Female) | <input checked="" type="checkbox"/> BM (Black Male) |
| <input type="checkbox"/> HF (Hispanic Female) | <input type="checkbox"/> HM (Hispanic Male) |
| <input type="checkbox"/> WF (White Female) | <input type="checkbox"/> WM (White Male) |

Part III: COMMISSIONER COMMENTS

Appointment to be made at BCC Meeting on: February 27, 2007

***When a person is being considered for re-appointment, the number and nature of previously disclosed voting conflicts shall be considered by the Board of County Commissioners.**

___ Number of previously disclosed voting conflicts.

Signature: 

Date: 02/03/07

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSION
BOARD APPOINTMENT INFORMATION FORM**

Part I:

Board Name: Head Start / Early Head Start Policy Council

At Large Appointment or District Appointment

Term of Appointment: 3 years. From 02/27/07 To 09/26/10

Seat Requirement: Community Representative Seat # 03

**Reappointment or New Appointment

or to complete the term of Constance Berry

due to: resignation other _____

completion of term to expire on: _____

Part II: APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: James Leger

Occupation/Affiliation: Broadcasting Communication

Business Name: Radiovision fm'sca

Business Address: 1860 Old Okeechobee Road Suite 511

City & State: West Palm Beach, FL Zip Code: 33409

Residence Address: Unknown

City & State: _____ Zip Code: _____

Home Phone: Unknown Business Phone: (561)719-4098 or 242-8157

Mailing Address preference: Business Address Residence Other or other:

Minority Identification Code:

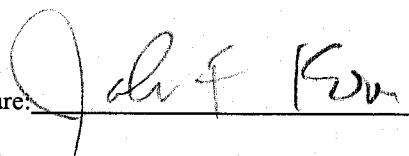
- | | |
|--|---|
| <input type="checkbox"/> IF (American Indian Female) | <input type="checkbox"/> IM (American Indian Male) |
| <input type="checkbox"/> AF (Asian Female) | <input type="checkbox"/> AM (Asian Male) |
| <input type="checkbox"/> BF (Black Female) | <input checked="" type="checkbox"/> BM (Black Male) |
| <input type="checkbox"/> HF (Hispanic Female) | <input type="checkbox"/> HM (Hispanic Male) |
| <input type="checkbox"/> WF (White Female) | <input type="checkbox"/> WM (White Male) |

Part III: COMMISSIONER COMMENTS

Appointment to be made at BCC Meeting on: February 27, 2007

***When a person is being considered for re-appointment, the number and nature of previously disclosed voting conflicts shall be considered by the Board of County Commissioners.**

___ Number of previously disclosed voting conflicts.

Signature: 

Date: 1/30/07

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSION
BOARD APPOINTMENT INFORMATION FORM**

Part I:

Board Name: Head Start / Early Head Start Policy Council

At Large Appointment or District Appointment

Term of Appointment: 3 years. From 02 / 27 / 07 To 09 / 26 / 10

Seat Requirement: Community Representative Seat # 04

**Reappointment or New Appointment

or to complete the term of _____

due to: resignation other _____

completion of term to expire on: _____

Part II: APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Diane L. Walker

Occupation/Affiliation: Case Manager

Business Name: Palm Beach County Sheriff's Office

Business Address: 38840 State Road 80

City & State: Belle Glade, Fl Zip Code: 33430

Residence Address: P.O. Box 312

City & State: Pahokee, Fl Zip Code: 33476

Home Phone: (561) 924-5200 Business Phone: (561) 996-1670

Mailing Address preference: Business Address Residence Other or other:

Minority Identification Code:

<input type="checkbox"/> IF (American Indian Female)	<input type="checkbox"/> IM (American Indian Male)
<input type="checkbox"/> AF (Asian Female)	<input type="checkbox"/> AM (Asian Male)
<input checked="" type="checkbox"/> BF (Black Female)	<input type="checkbox"/> BM (Black Male)
<input type="checkbox"/> HF (Hispanic Female)	<input type="checkbox"/> HM (Hispanic Male)
<input type="checkbox"/> WF (White Female)	<input type="checkbox"/> WM (White Male)

Part III: COMMISSIONER COMMENTS

Appointment to be made at BCC Meeting on: February 27, 2007

***When a person is being considered for re-appointment, the number and nature of previously disclosed voting conflicts shall be considered by the Board of County Commissioners.**

 Number of previously disclosed voting conflicts.

Signature: 

Date: 02 / 03 / 07

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSION
BOARD APPOINTMENT INFORMATION FORM**

Part I:

Board Name: Head Start / Early Head Start Policy Council

At Large Appointment or District Appointment

Term of Appointment: 3 years. From 02 / 27 / 07 To 09 / 26 / 10

Seat Requirement: Community Representative Seat # 04

**Reappointment or New Appointment

or to complete the term of _____

due to: resignation other _____

completion of term to expire on: _____

Part II: APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Diane L. Walker

Occupation/Affiliation: Case Manager

Business Name: Palm Beach County Sheriff's Office

Business Address: 38840 State Road 80

City & State: Belle Glade, Fl Zip Code: 33430

Residence Address: P.O. Box 312

City & State: Pahokee, Fl Zip Code: 33476

Home Phone: (561) 924-5200 Business Phone: (561) 996-1670

Mailing Address preference: Business Address Residence Other or other:

Minority Identification Code:

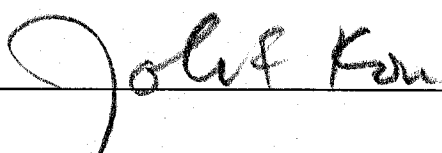
- | | |
|---|--|
| <input type="checkbox"/> IF (American Indian Female) | <input type="checkbox"/> IM (American Indian Male) |
| <input type="checkbox"/> AF (Asian Female) | <input type="checkbox"/> AM (Asian Male) |
| <input checked="" type="checkbox"/> BF (Black Female) | <input type="checkbox"/> BM (Black Male) |
| <input type="checkbox"/> HF (Hispanic Female) | <input type="checkbox"/> HM (Hispanic Male) |
| <input type="checkbox"/> WF (White Female) | <input type="checkbox"/> WM (White Male) |

Part III: COMMISSIONER COMMENTS

Appointment to be made at BCC Meeting on: February 27, 2007

***When a person is being considered for re-appointment, the number and nature of previously disclosed voting conflicts shall be considered by the Board of County Commissioners.**

 Number of previously disclosed voting conflicts.

Signature: 

Date: 1/30/07

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSION
BOARD APPOINTMENT INFORMATION FORM**

Part I:

Board Name: Head Start / Early Head Start Policy Council

At Large Appointment or District Appointment

Term of Appointment: 3 years. From 02/27/07 To 09/26/10

Seat Requirement: Community Representative Seat # 05

**Reappointment or New Appointment

or to complete the term of _____

due to: resignation other _____

completion of term to expire on: _____

Part II: APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Rosanna N. Zamora

Occupation/Affiliation: Career Consultant

Business Name: Kaiser Group and Associates

Business Address: 1085 South Main Street

City & State: Belle Glade, Fl Zip Code: 33430

Residence Address: P.O. Box 802

City & State: Belle Glade, Fl Zip Code: 33430

Home Phone: (561) 993-1850 Business Phone: _____

Mailing Address preference: Business Address Residence Other or other:

Minority Identification Code:

- | | |
|---|--|
| <input type="checkbox"/> IF (American Indian Female) | <input type="checkbox"/> IM (American Indian Male) |
| <input type="checkbox"/> AF (Asian Female) | <input type="checkbox"/> AM (Asian Male) |
| <input checked="" type="checkbox"/> BF (Black Female) | <input type="checkbox"/> BM (Black Male) |
| <input type="checkbox"/> HF (Hispanic Female) | <input type="checkbox"/> HM (Hispanic Male) |
| <input type="checkbox"/> WF (White Female) | <input type="checkbox"/> WM (White Male) |

Part III: COMMISSIONER COMMENTS

Appointment to be made at BCC Meeting on: February 27, 2007

***When a person is being considered for re-appointment, the number and nature of previously disclosed voting conflicts shall be considered by the Board of County Commissioners.**

___ Number of previously disclosed voting conflicts.

Signature: 

Date: 02/03/07

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSION
BOARD APPOINTMENT INFORMATION FORM**

Part I:

Board Name: Head Start / Early Head Start Policy Council

At Large Appointment or District Appointment

Term of Appointment: 3 years. From 02 / 27 / 07 To 09 / 26 / 10

Seat Requirement: Community Representative Seat # 05

**Reappointment or New Appointment

or to complete the term of _____

due to: resignation other _____

completion of term to expire on: _____

Part II: APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Rosanna N. Zamora

Occupation/Affiliation: Career Consultant

Business Name: Kaiser Group and Associates

Business Address: 1085 South Main Street

City & State: Belle Glade, Fl Zip Code: 33430

Residence Address: P.O. Box 802

City & State: Belle Glade, Fl Zip Code: 33430

Home Phone: (561) 993-1850 Business Phone: _____

Mailing Address preference: Business Address Residence Other or other:

2007 JAN 31 AM 10:40
PALM BEACH COUNTY
COMMUNITY SERVICES

Minority Identification Code:

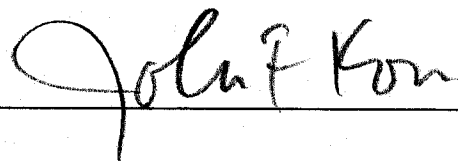
- | | |
|---|--|
| <input type="checkbox"/> IF (American Indian Female) | <input type="checkbox"/> IM (American Indian Male) |
| <input type="checkbox"/> AF (Asian Female) | <input type="checkbox"/> AM (Asian Male) |
| <input checked="" type="checkbox"/> BF (Black Female) | <input type="checkbox"/> BM (Black Male) |
| <input type="checkbox"/> HF (Hispanic Female) | <input type="checkbox"/> HM (Hispanic Male) |
| <input type="checkbox"/> WF (White Female) | <input type="checkbox"/> WM (White Male) |

Part III: COMMISSIONER COMMENTS

Appointment to be made at BCC Meeting on: February 27, 2007

***When a person is being considered for re-appointment, the number and nature of previously disclosed voting conflicts shall be considered by the Board of County Commissioners.**

___ Number of previously disclosed voting conflicts.

Signature: 

Date: 1/30/07

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSION
BOARD APPOINTMENT INFORMATION FORM**

Part I:

Board Name: Head Start / Early Head Start Policy Council

At Large Appointment or District Appointment

Term of Appointment: 3 years. From 02 / 27 / 07 To 09 / 26 / 10

Seat Requirement: Community Representative Seat # 07

**Reappointment or New Appointment

or to complete the term of _____

due to: resignation other _____

completion of term to expire on: _____

Part II: APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Maxine Schoolfield

Occupation/Affiliation: Retiree (BOCC / Head Start)

Business Name: _____

Business Address: _____

City & State: _____ Zip Code: _____

Residence Address: P.O. Box 110

City & State: Pahokee, Fl Zip Code: 333476

Home Phone: (561) 924-7212 Business Phone: _____

Mailing Address preference: Business Address Residence Other or other:

Minority Identification Code:

- | | |
|---|--|
| <input type="checkbox"/> IF (American Indian Female) | <input type="checkbox"/> IM (American Indian Male) |
| <input type="checkbox"/> AF (Asian Female) | <input type="checkbox"/> AM (Asian Male) |
| <input checked="" type="checkbox"/> BF (Black Female) | <input type="checkbox"/> BM (Black Male) |
| <input type="checkbox"/> HF (Hispanic Female) | <input type="checkbox"/> HM (Hispanic Male) |
| <input type="checkbox"/> WF (White Female) | <input type="checkbox"/> WM (White Male) |

Part III: COMMISSIONER COMMENTS

Appointment to be made at BCC Meeting on: February 27, 2007

***When a person is being considered for re-appointment, the number and nature of previously disclosed voting conflicts shall be considered by the Board of County Commissioners.**

 Number of previously disclosed voting conflicts.

Signature: *Audie Greene*

Date: 02/03/07

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSION
BOARD APPOINTMENT INFORMATION FORM**

Part I:

Board Name: Head Start / Early Head Start Policy Council

At Large Appointment or District Appointment

Term of Appointment: 3 years. From 02 / 27 / 07 To 09 / 26 / 10

Seat Requirement: Community Representative Seat # 07

**Reappointment or New Appointment

or to complete the term of _____

due to: resignation other _____

completion of term to expire on: _____

Part II: APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Maxine Schoolfield

Occupation/Affiliation: Retiree (BOCC / Head Start)

Business Name: _____

Business Address: _____

City & State: _____ Zip Code: _____

Residence Address: P.O. Box 110

City & State: Pahokee, Fl Zip Code: 333476

Home Phone: (561) 924-7212 Business Phone: _____

Mailing Address preference: Business Address Residence Other or other:

Minority Identification Code:

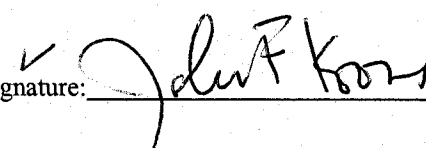
- | | |
|--|---|
| <input type="checkbox"/> JIF (American Indian Female) | <input type="checkbox"/> JIM (American Indian Male) |
| <input type="checkbox"/> JAF (Asian Female) | <input type="checkbox"/> JAM (Asian Male) |
| <input checked="" type="checkbox"/> JBF (Black Female) | <input type="checkbox"/> JBM (Black Male) |
| <input type="checkbox"/> JHF (Hispanic Female) | <input type="checkbox"/> JHM (Hispanic Male) |
| <input type="checkbox"/> JWF (White Female) | <input type="checkbox"/> JWM (White Male) |

Part III: COMMISSIONER COMMENTS

Appointment to be made at BCC Meeting on: February 27, 2007

***When a person is being considered for re-appointment, the number and nature of previously disclosed voting conflicts shall be considered by the Board of County Commissioners.**

___ Number of previously disclosed voting conflicts.

Signature: 

Date: 1/31/07

James Leger
1860 Old Okeechobee Rd.
West Palm Beach, FL 33409
Tel: 561-719-4098/242-8155

EDUCATION

Nov. 2001-Dec. 2002

P. B. A. University
West Palm Beach, FL
B.S. in Organizational Magmt

May 1998-June 2000

Private Investigation School
Atlanta Georgia
Private Investigator/Bodyguard
Surveillance/Crime Scene Unit
Protection/Packaging Evidence
Death Investigation/Escorting.

WORK EXPERIENCE

Nov 1999- Present

RadioVisionNouvelle
Broadcasting Communication
West Palm Beach, FL
General Manager

November 1997-March 2003

Radio Haiti Inter
Port-au-Prince, Haiti
News Reporter

May 1997- Jan. 2006

Radio Lakay 1190 AM
West Palm Beach, FL
News Anchor/ Editing/Cutting
Paste/Studio Interview Field.
Volunteer

October 1995-

Edmorse Chryslers
Sales Manager

Professional development: Semester and annual conference on community issues and Public response.

Languages used: English, French and Creole

Objective: To help head start reaching more parents, and into the program them the same way head start help me with my 4 year old. and I want to give back some of my time to head start volunteering.

Diane L. Walker
Post Office Box 312
Pahokee, Florida 33476
(561) 924-5200

OBJECTIVE

Community oriented with the ability to interact positively with a diverse population, elected officials, business leaders, community leaders and the general public to implement long and short term goals.

PROFESSIONAL SKILL

Computer: Microsoft Word, Microsoft Outlook, Microsoft Excel, Microsoft Access, Microsoft Internet Explorer, Microsoft PowerPoint, WordPerfect, – General Office Procedures and various Office Equipment

PROFESSIONAL EXPERIENCE

September 2003-Present Case Manager Correction Service Personnel Clerical Specialist	Palm Beach County Sheriff's Office August 2006-Present December 2004-August 2006 September 2003-December 2004	Belle Glade
March 2004-June 2006: Community Outreach Coordinator Administrative Assistant	Housing, Inc-Campus for Living January 2005-June 2006 March 2004-January 2005	Pahokee
August 2001-January 2004: Community Outreach Worker Administrative Assistant	American Lung Association of SE, FL May 2002-January 2004 August 2001-May 2002	Belle Glade
March 1999-June 2002: Booking/Inmate Record Specialist	Palm Beach County Sheriff's Office	Belle Glade
December 2000-June 2001: School District of Palm Beach County Substitute Teacher		Glades Area
March 1994-December 2000: State of Florida House of Representative Senior District Executive Secretary (Legislative Assistant for the Glades Area)		Glades Area
August 1988-March 1994: City of Pahokee Deputy Clerk/Receptionist November 1992-March 1994 Community Development Secretary August 1988-November 1992		Pahokee
September 1994- June 1997: School District of Palm Beach County Pahokee Middle Senior High School (Safe School-After School Program) Clerical/Support Staff (Part-time)		Pahokee

September 1996- June 1997: School District of Palm Beach County Pahokee Middle Senior High School Adult Education Classes (GED Program) Clerical/Campus Monitor (Part-time)	Pahokee
March 1987- August 1988: Belle Police Department Clerk Typist/Felony Investigation Clerk Typist/Detective Bureau	Belle Glade
February 1977- June 1986: Palm Beach County School District Migrant Child Education Records Clerk/Social Educator	Belle Glade

EDUCATION

2004 Beach Atlantic University Bachelor of Science	West Palm Beach
1979 Mid County Medical Certified Nurses Assistant	West Palm Beach
1076 Palm Beach County Manpower Occupational Training *Certified Business Skills Course (1200 Hours)	West Palm Beach
1973 Pahokee Junior-Senior High School	Pahokee

HONORS

Elite Ladies Society, Community Service Award
Alpha Kappa Alpha Sorority, Community Service Award
Amicae of the Year Award

COMMUNITY INVOLVEMENT

1978-Present Saint James AME Church: Lay Organization, President
Previous Service: Steward Board-Young Adult Choir- #2 Usher Board Director
1997-Present Centro Campesino Farmworker, Inc., Advisory Board
1985-Present Concerned Citizens for Community Improvement, Inc., President
1996-Present Sago Palms Academy Advisory Board/School Advisory Council
2004-Present Community Relations Advisory Board, Chair (City of Pahokee)
2006-Present Pahokee Beacon Center Advisory Board, Chair
2006-Present Delta Epsilon Zeta Phi Beta Sorority, Inc.

PREVIOUS COMMUNITY INVOLVEMENT ACTIVITIES

- 2005-2006 Citizens United for a Clean and Safe Community (CUCSC)
- 1993-2002 City of Pahokee – Code Enforcement Board
- 1996-2002 City of Pahokee – Cemetery Advisory Board
- 1995-2002 Pahokee Chamber of Commerce, Director
- 1994-2002 Pahokee Housing Authority Board of Commissioners, President/One Year
- 1990-2003 Pahokee Middle-Senior High School-School Advisory Council
Chair: 1990-91, 1992-93, 1993-94, 1994-95 - Vice Chair 1991-92
- 1998-2001 Employer Advisory Board
- 1999-2001 Dolly Hand Cultural Center Advisory Board
- 1999-2001 Glades Community Development Corporation (GCDC) Pot Luck in the Muck
- 1995-2001 Glades Technical Advisory Board (GTAC)
- 1990-1994 Pahokee Middle-Senior High School-School Improvement Plan Committee
- 1991-1992 Pahokee Patriot/Desert Storm Committee-Community Event, Secretary
- 1992 Ricky Jackson Day Committee-Community Event
- 1984-1995 Zeta Amicae – Zeta Phi Beta Sorority, President 10 years
- 1980-1982 City of Pahokee Association of Federated Women Club
- 1980-1984 East Lake Middle School-School Advisory Council, Chair 4 years
- 1980-1984 Essence Unique Ladies Club
- 1990-1994 Florida Association of Code Enforcement
- 1992-1994 Florida Association of Occupational License
- 1994-1997 KEC/Canal Point Elementary School-School Advisory Council
- 1994-1996 Pahokee Juvenile Detention Center Task Force
- 1996-1998 Pahokee Charette Steering Committee

COORDINATED COMMUNITY EVENTS

- 1994-2006 Annual Christmas Parade
- 1996-2006 Annual Martin Luther King Commemoration Service
- 2004 Community Unity March
- 2004 Cultural Awareness and Gospel Fest
- 2005 4th of July Gospel-Fest
- 2006 Veteran Day Service

PROFESSIONAL QUAILIFICATIONS

- Ability to build relationships through involvement
- Ability to learn from others and from their experiences
- Ability to work as a team
- Ability to be a partner in planning, implementing and evaluating specific projects
- Create and implement plans
- Encourage verbalization of needs and discover appropriate solutions
- Excellent verbal and written communication skills
- Flexible
- Facilitate groups
- Proficient Computer Skills
- Relate well to people – adapt to different culture and living conditions
- Strong community commitment – lives within the community
- Train local people to take action

Well-organized –possess ability to meet deadlines and handle multiple tasks

Rosanna N. Zamora
P.O. Box 802
Belle Glade, Florida 33430
(561) 993-1850 Home

Objective:

Become employed in a fast growing organization or corporation.

Highlights of Qualifications:

- ❖ *Work Hard, Learn Fast, Willing and Able to Assume Responsibility.*
- ❖ *Bilingual in English and Spanish.*
- ❖ *Can be counted on getting the job done without supervision.*
- ❖ *Effective working alone and as a cooperative team member.*
- ❖ *Thrives in a dynamic and challenging environment.*
- ❖ *Enthusiastic and committed to professional excellence.*

Experience:

July 2001 – Present

Career Consultant
Kaiser Group and Associates
1085 South Main Street
Belle Glade, Florida 33430

Responsibilities Include:

- Development of Community Work Experience Sites providing a variety of training opportunities for participants.
- Case management of participants involved in Community Work Experience, Vocational Training, Job Search, Employment Preparation, and Employment and/or other assigned activities.
- Document all interactions with participants and employers in a timely and professional manner.
- Utilizes the Individual Responsibility Plan to ensure timely and appropriate placement for each participant.
- Work closely with and coordinate service delivery with the Career Counselor.
- Document services delivered on the One Stop Service Tracking, Customer Information System, and the ODDS State Systems.
- Train new and existing staff in all the new computer programs used by the company.
- Serve as backup and resource to other staff.
- Coordinate weekly program goal reports to provide to Center Manager and Project Deputy Manager.
- Coordinate monthly Welfare Transition Program Billing to submit to ACS Project Analyst for payment.
- Conduct weekly Welfare Transition Program Orientations to inform the participants of the Rules, Responsibilities, Opportunities, and Obligations of the Program.
- Assist eligible participants with support services such as transportation, childcare, clothing, books, etc.
- Respond to the monitoring reports local, and state in writing.
- Assign alerts generated through the system to other counselors in the Welfare Transition Program.
- Review every closed case that has been closed for 3 or more years to document on transmittal and ship to the corresponding case management company for storage.
- Assist the participants with the State Job Information Systems and the Palm Beach Post Kiosk for possible job leads.
- Assist participants with referrals to open job opportunities in the area of their interest.
- Review cases in a monthly basis to make sure that all proper documentation is in the participant's file.
- Contact employers to verify that participant remains employed 30, 60, 90, 180, and 365 days. If no longer employed, close the case and file in the central filing unit.
- Review cases prior to sanctions being requested.
- Review and request sanctions in non compliant mandatory participants.
- Make sure all Job Participation Rate Screens are updated weekly.
- Conduct counseling one on one basis for participants that are not compliant with the Welfare Transition Program.
- Conduct WTP Orientations on an individual basis for the non-English speakers.
- Serve as translator from Spanish to English and English to Spanish for Eligibility Career Counselor.
- Translate Spanish written documents to English for staff.
- Reconcile gas cards and bus passes on a weekly basis and submit to the Workforce Development Center finance dept.
- Order gas cards and bus passes.
- Do Case management on a case load of over 100 cases in both Mandatory and Transitional.
- Make sure all Mandatory participants are assigned to activities within 3 working days.

Jan'1998-June'2001

Account Executive/Lead Trainer
Lockheed Martin IMS
557 SW 16th Street
Belle Glade, Florida 33430

Responsibilities Included:

- Train new and existing staff in the new computer programs.
- Make sure all data was entered in the system on a timely manner for billing purposes and State Reports.
- Retrieve assigned alerts by program manager to schedule participants to come in to the office for the activities.
- Assist eligible participants with support services.
- Serve as translator from Spanish to English and English to Spanish for Eligibility Career Counselors.
- Translate Spanish written documents to English for staff.
- Conducted orientation in a one on one basis with Spanish speakers only.
- Provided center manager with weekly and monthly reports for the WAGES Program.
- Review caseloads on a monthly basis to make sure weekly contacts were being done by the WAGES counselors.
- Case managed a caseload of over 100 cases in both Mandatory and Transitional.
- Reviewed all cases on a weekly basis to make sure that the Job Participation Rate Screens were updated.
- Made sure that all Mandatory cases were assigned to an activity within 3 working days.
- Gathered all back up documentation to submit to the Project Analyst with monthly report for billing purposes.
- Served as back up for other staff.
- Respond to the monitoring reports local, and state in writing.

Nov'1997-Jan'1998

Client Relations Representative
Lockheed Martin IMS
557 SW 16th Street
Belle Glade, Florida 33430

Responsibilities Included:

- Retrieve assigned alerts by program manager to schedule participants to come in to the office for the activities.
- Assist eligible participants with support services.
- Assist eligible participants with support services.
- Serve as translator from Spanish to English and English to Spanish for Eligibility Career Counselor.
- Translate Spanish written documents to English for staff.
- Conducted orientations in a one on one basis for Spanish speakers only.
- Case managed a caseload of over 100 cases in both Mandatory and Transitional.
- Assisted the Summer Youth Staff with data entry of over 300 students in the Summer Youth Program.
- Served as back up for other staff.

Training:

February '2003	Florida Certified Workforce Professional	Certificate of Achievement/Credential
January '2003	Florida Workforce Professional	Certificates of completion in the following: Career Development Customer Service Diversity General Helping Skills History and Structure of the Workforce System. Job Search Skills Interpersonal Relations Job Keeping Skills Job Preparation Skills Labor Market Information Program Management Technology In-Depth Look at the Workforce Investment Act In-Depth Look at the Florida Workforce Innovation
May '2001	Florida Policy Training	Certificates of Completion in the following: Alternative Requirement Plans Cash Assistance Severance Child Care Assistance Domestic Violence Exemptions and deferrals Hardship Extensions Individual Responsibility Plans Relocation Sanctions Teen Parents Transitional Benefits Up-Front Diversion Welfare Transition and Two Parent Families Work Activities
January '2001	Economic Services Pre-Service Training	Certificate of Achievement
1996	Computer Tutors of the Palm Beaches West Palm Beach, Florida	Certificate of Completion Introduction to Windows 3.11
1994	West Technical Education Belle Glade, Florida	Certification of Completion Word Perfect 5.1
1992	West Technical Education Center Belle Glade, Florida	Certificate of Completion Typing 1
Education:		
1997	Glades Central Community High School Belle Glade, Florida	High School Diploma General Studies

References Available upon Request

Maxine Schoolfield
P.O. Box 110 * Pahokee, FL 33476 * (561) 924-7212

.....

Education:

Palm Beach Atlantic University
West Palm Beach, FL

Organizational Management
07/02 – 05/03
Bachelor of Science Degree

Studies included: Organizational Management and Group Behavior, Effective Interpersonal Skills, Values, Inquiry and Analysis, Business Writing.

Palm Beach Community College
Belle Glade, FL

Early Childhood Education
08/01 – 05/02
Associate of Arts Degree

East Lake High School
Pahokee, FL

Diploma – 6/64
Top 20%

Work Experience:

Palm Beach County Head Start
Pahokee, FL

CDA II
09/75 – 06/03

Duties included: Responsibilities included program planning, supervising staff and a group of pre-school aged children; planning and carrying out activities which contribute to the social, physical, intellectual, and emotional needs of the children. Provide supervision, guidance, and on-the-job training for Child Development Associates and Assistants.

Palm Beach County School Board
Pahokee, FL

Teacher Assistant
08/67 – 06/71

Duties Include: Plan indoor and outdoor activities for a group of children in the center for care during the mornings and afternoons; discuss with parents appropriate information concerning their children, including their care and development; attends and participates in parent group meetings when held.

Community Action Council
Pahokee, FL

Child Development Assoc. I/II
08/71 – 8/75

Duties Include: duties are very similar to that of the Teacher Assistant and the Child Development Associate II.

Accomplishments/Certifications:

National Child Development Credentials (CDA); Member of the National Black Child Development Institute; Member of Zeta Phi Beta Sorority; Member of the Shiloh Missionary Church Jubilee Choir; Volunteer for Head Start.

Hobbies:

Traveling, Singing, and Meeting New People