

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

**Meeting Date:** September 11, 2007

**Department:** Housing and Community Development

**Advisory Board:** Emergency Shelter Grants Program (ESGP) Advisory Board

**I. EXECUTIVE BRIEF**

**Motion: Staff recommends motion to approve:** Appointment/Reappointment of the following eleven (11) nominees to the Emergency Shelter Grants Program (ESGP) Advisory Board for a two year term, beginning October 1, 2007 and ending September 30, 2009:

<u>Nominees for Appointment</u>	<u>Nominated By</u>	<u>Seat #</u>
Stephen Johnson	The Homeless Coalition of Palm Beach County, Inc.	5

<u>Nominees for Reappointment</u>	<u>Nominated By</u>	<u>Seat #</u>
Robert Anis (Alternate)	The Homeless Coalition of Palm Beach County, Inc.	1
Barbara Bell-Spence	The Homeless Coalition of Palm Beach County, Inc.	4
Erick Dominguez (Alternate)	The Homeless Coalition of Palm Beach County, Inc.	2
Jeff Ferraro	The Homeless Coalition of Palm Beach County, Inc.	3
Linda Graham	The Homeless Coalition of Palm Beach County, Inc.	6
Ezra Krieg	The Homeless Coalition of Palm Beach County, Inc.	7
Teresa Merwin	The Homeless Coalition of Palm Beach County, Inc.	9
LeRoy Nace	The Homeless Coalition of Palm Beach County, Inc.	8
Sandy Reynolds	The Homeless Coalition of Palm Beach County, Inc.	10
Dr. Bernard Shulman	The Homeless Coalition of Palm Beach County, Inc.	11

**Summary:** Resolution R-970-1154, adopted by the BCC on September 2, 1997, reestablished the ESGP Advisory Board. The ESGP Advisory Board consists of nine regular and two alternate members nominated by The Homeless Coalition of Palm Beach County, Inc. ESGP Advisory Board members serve at-large for two-year terms. The Advisory Board must be comprised of Palm Beach County residents who are non-conflict, meaning that the agencies they are employed by, or are board members of, will not be applying for ESGP funds during their term in office. Federal regulations require that at least one Advisory Board member be currently or formerly homeless. A request was sent to the Homeless Coalition on May 8, 2007 requesting nominations. Correspondence was received from the Homeless Coalition on June 19, 2007 nominating the above individuals to serve on the ESGP Advisory Board. Countywide (TKF)

**Background and Justification:** Palm Beach County receives funding from the U.S. Department of Housing and Urban Development under the McKinney-Vento Homeless Assistance Act to fund its Emergency Shelter Grants Program. The provisions of this Act, as well as other regulations governing the Emergency Shelter Grants program, require the establishment of an Emergency Shelter Grants Program Advisory Board. The primary objective this Advisory Board is to make funding recommendations to the Board of County Commissioners for the Emergency Shelter Grants Program.

**Attachments:**

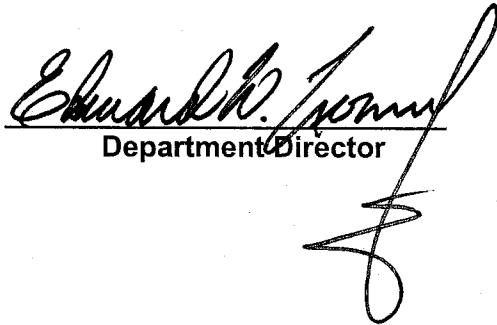
1. Eleven (11) Board Appointment Information Forms
2. The Homeless Coalition's Nomination Letter
3. Resolution R97-1154
4. Current list of members

**Recommended by:** Edward B. Hornum 8/28/07  
 Department Director Date

**Legal Sufficiency:** [Signature] 8/30/07  
 Assistant County Attorney Date

**II. REVIEW COMMENTS**

**A. Other Department Review:**

  
Department Director

**This summary is not to be used as basis for payment.**

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**PALM BEACH COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
**ADVISORY BOARD NOMINEE INFORMATION FORM**

**Part I:**

Board Name: EMERGENCY SHLETER GRANTS PROGRAM (ESGP) ADVISORY BOARD

At Large Appointment **or**  District Appointment

Term of Appointment: 2 Years. From: 10/01/2007 To: 09/30/2009

Seat Requirement: Resident of Palm Beach County; Non-conflict with ES GP Seat #: 1 (Alternate)

\*Reappointment **or**  New Appointment

or  to complete the term of \_\_\_\_\_ Due  resignation  other to:

Completion of term to expire on: \_\_\_\_\_

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

Name: Anis, Robert  
Last First Middle

Occupation/Affiliation: Director of Mental Health

Business Name: The Pavilion at Columbia Hospital

Business Address: 2201 45<sup>th</sup> Street

City & State West Palm Beach, FL Zip Code: 33407

Residence Address: 9651 Pine Mill Court

City & State Lake Worth, FL Zip Code: 33467

Home Phone: ( 561 ) 641-9001 Business Phone: ( 561 ) 881-2687

Cell Phone: ( 561 ) 400-2140 Fax: ( 561 ) 863-6844

Email Address: Robert.Anis@hcahealthcare.com

Mailing Address preference:  Business Address  Residence

**Minority Identification Code:**

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

**Part III: COMMISSIONER COMMENTS**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

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

\_\_\_\_\_ Number of previously disclosed voting conflicts during the previous term

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
ADVISORY BOARD NOMINEE INFORMATION FORM**

**Part I:**

Board Name: EMERGENCY SHLETER GRANTS PROGRAM (ESGP) ADVISORY BOARD

At Large Appointment          **or**           District Appointment

Term of Appointment: 2 Years.          From: 10/01/2007          To: 09/30/2009

Seat Requirement: Resident of Palm Beach County; Non-conflict with ESGP; Formerly homeless person          Seat #: 8

\*Reappointment          **or**           New Appointment

or  to complete the term of \_\_\_\_\_ Due  resignation  other to: \_\_\_\_\_  
Completion of term to expire on: \_\_\_\_\_

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

Name: Nace, LeRoy  
  Last    First    Middle

Occupation/Affiliation: Truck Driver

Business Name: Northwood Baptist Church

Business Address: 3600 Village Boulevard

City & State          West Palm Beach, Florida          Zip Code:          33407

Residence Address: 1451 North Military Trail #54

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

Home Phone:          (561) 644-7964          Business Phone:          (561) 644-7963

Cell Phone:          (561) 644-7963          Fax:          \_\_\_\_\_

Email Address: lnace68779@aol.com

Mailing Address preference:  Business Address           Residence

**Minority Identification Code:**

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

**Part III:**          **COMMISSIONER COMMENTS**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

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

\_\_\_\_\_ Number of previously disclosed voting conflicts during the previous term

Signature: \_\_\_\_\_          Date: \_\_\_\_\_





















**BOARD OF DIRECTORS**

**Executive Committee**

Robert Anis - President  
Deputy Erick Dominguez, VP  
Frances Pride, Secretary

**Directors**

Rene Bowers  
Shandra Dawkins  
Shelley Gottsagen  
Linda Graham  
Stephen Johnson  
Stacey K. LaMotte  
Anax Pompilus  
Dr. Dorothy Walker

**Professional Advisor**

Allen R. Tomlinson, Esq.

**Executive Director**

Gerard Desmarais

**Funders**

Dept. of Children and Families  
Bd. Of County Commissioners  
Town of Palm Beach United Way  
Bradley and Carol Collins  
Fund of The Community  
Foundation for Palm Beach  
and Martin Counties  
Chastain Foundation

June 19, 2007

Mr. Edward Lowrey, Director  
Housing and Community  
Development Department  
160 Australian Avenue, Suite 500  
West Palm Beach, FL 33406

Re: ESGP Board

Dear Mr. Lowrey:

Pursuant to your request, The Homeless Coalition recommends the following persons to serve on the ESGP Board for the year 2007-2008:

- |                     |           |
|---------------------|-----------|
| Robert Anis         | Alternate |
| Barbara Bell-Spence | Member    |
| Erick Dominguez     | Alternate |
| Jeff Ferraro        | Member    |
| Linda Graham        | Member    |
| Ezra Krieg          | Member    |
| Teresa Merwin       | Member    |
| LeRoy Nace          | Member    |
| Sandy Reynolds      | Member    |
| Dr. Bernard Shulman | Member    |

The Homeless Coalition would also like to recommend Stephen Johnson to serve as a member. Stephen Johnson recommended for member. Presently homeless. He is administrator and resides at Westgate Tabernacle, 1722 Suwanee Drive, West Palm Beach, FL 33409. His contact phone is 891-1326 which is his only phone and his email is [etiennetennis@yahoo.com](mailto:etiennetennis@yahoo.com)

Should there be anything else, please do not hesitate to contact me.

Sincerely,

Gerard Desmarais  
Executive Director

cc: Elena M. Escovar, Planning Manager  
Clement C. Clarke, Principal Planner  
Cindee LaCourse-Blum, Planner II

2100 Palm Beach Lakes Blvd.  
West Palm Beach, FL. 33409  
Tel. 561.478.5351 fax 561.478.5356  
email: [flajerry@homeless.fdn.com](mailto:flajerry@homeless.fdn.com)

## RESOLUTION NO. R- 97-1154

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, ESTABLISHING THE EMERGENCY SHELTER GRANTS PROGRAM (ESGP) ADVISORY BOARD.**

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires that recipients of Emergency Shelter Grants Program (ESGP) funds comply with the Stewart B. McKinney Homeless Assistance Act of 1987, as amended, and with 24 CFR Part 576; and

WHEREAS, the Emergency Shelter Grants Program provides funds for the operation and maintenance of emergency shelters and transitional housing, emergency assistance, and homeless prevention; and

WHEREAS, HUD, through 24 CFR Part 91, published on January 5, 1995, established Consolidated Plan and Citizen Participation Plan requirements; and

WHEREAS, Palm Beach County through the Department of Housing and Community Development (HCD) wishes to comply with HUD regulations regarding the Consolidated Plan and Citizen Participation Plan requirements; and

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida, desires to establish an advisory board in conjunction with the Homeless Coalition of Palm Beach County, Inc. (Homeless Coalition) to assist the County in achieving its ESGP goals.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, as follows:

**SECTION 1: ESTABLISHMENT OF THE EMERGENCY SHELTER GRANTS PROGRAM ADVISORY BOARD**

There is hereby established an advisory board to be known as the "Emergency Shelter Grants Program Advisory Board," herein referred to as the "Advisory Board."

**SECTION 2: COMPOSITION**

The Advisory Board shall be comprised of nine (9) regular and two (2) alternate members to fill vacancies occurring during the term of office. The eleven (11) members shall be "non-conflict" members, in that the agencies they are employed by or board members of will not be applying for ESGP funds during their term of office. All members shall be nominated by the Homeless Coalition of Palm Beach County, Inc., all of whom shall be appointed at large by the Board of County Commissioners.

**SECTION 3: APPOINTMENTS, TERMS, VACANCIES AND COMPOSITIONS**

A. All members of the Advisory Board shall be residents of Palm Beach County, Florida at the time of appointment and while serving on the Advisory Board.

B. The maximum number of Boards and Commissions that an individual appointed by the Board of County Commissioners may serve on at one time shall be three (3).

C. Terms of office for the Advisory Board members shall be two (2) year terms. There shall be no limit on the number of terms an individual may serve.

D. A vacancy occurring during a term shall be filled for the unexpired term and in the manner prescribed above. The Board of County Commissioners may remove a member for cause inconsistent with the functions of the Advisory Board.

E. Advisory Board members shall not be prohibited from qualifying as a candidate for elected office.

F. Travel reimbursement is limited to expenses incurred only for travel outside Palm Beach County necessary to fulfill board member responsibilities when sufficient funds have been budgeted and are available. Travel expenses shall have the prior approval of the Board of County Commissioners. No other expenses are reimbursable except documented long distance phone calls to the Department of Housing and Community Development.

#### SECTION 4: AUTHORITY

The Advisory Board shall have the following authority and powers:

A. To review ESGP proposals submitted by service providers, to verify the information therein, to make funding recommendations to the Board of County Commissioners, and to recruit private and public sector representatives to the membership of particular Advisory Board committees. These members shall be subject to the rules and by-laws of the Advisory Board and to the overall authority of the Board of County Commissioners of Palm Beach County, Florida.

B. To adopt rules and by-laws providing for the governance of the Advisory Board, which rules and by-laws will be adopted by a majority vote of the members of the Advisory Board.

C. To review and make recommendations on all ESGP activities funded through the Department of Housing and Community Development.

#### SECTION 5: CODE OF ETHICS

Advisory Board members shall abide by the Palm Beach County Code of Ethics as stated in County Resolution 94-693.

#### SECTION 6: OBJECTIVES

A. The objectives of the Advisory Board shall be to assist the County in reaching its ESGP goals and to ensure that homeless individuals and families residing in Palm Beach County can benefit from the ESGP. These include the following:

1. Provide information to members of the Homeless Coalition on the amount of ESGP funds available and the range of activities to be undertaken.

2. Review the County's progress towards its ESGP goals and make recommendations to the Board of County Commissioners. The primary recommendations shall be for funding of ESGP proposals submitted by service providers. The Advisory Board may develop the application and evaluation criteria for awarding ESGP funds. The final decision for awarding ESGP funds shall be made by the Board of County Commissioners.



3. Foster and promote cooperation between governmental agencies and community-based non-governmental and non-profit organizations in order to ensure the efficient and timely implementation of the County's objectives concerning homelessness.

4. Provide information to the County on needs and other factors affecting the smooth implementation of the ESGP within Palm Beach County.

5. Determine roadblocks affecting program implementation and recommend corrective measures to the Board of County Commissioners.

#### SECTION 7: MEETINGS

A. The Advisory Board shall meet a minimum of five (5) times a year; however, members may be required to attend additional meetings. A majority of the members appointed shall constitute a quorum for the conduct of the Advisory Board's business. In the presence of a quorum, Advisory Board business shall be conducted by a vote of a majority present and be governed by Roberts Rule of Order. The Chair shall have the authority to call emergency meetings, as is needed and appropriate, by informing members at least one week in advance.

B. Reasonable public notice of all Advisory Board meetings shall be provided, and all such meetings shall be open to the public at all times.

#### SECTION 8: OFFICERS

A. A Chair, Vice Chair and Secretary shall be elected by a majority vote of the Advisory Board and shall serve for a term of one (1) year.

##### Duties of the Chair:

1. Call and set the agenda for Advisory Board meetings;
2. Preside at Advisory Board meetings;
3. Establish committees, appoint committee chairs and charge committees with specific tasks; and
4. Perform other functions as the Advisory Board may assign by rule or order.

B. The Vice Chair shall perform the duties of the Chair in the Chair's absence, and such other duties as the Chair may assign.

C. If a vacancy occurs in the office of the Chair, the Vice Chair shall become the Chair for the unexpired term. If a vacancy occurs in the office of the Vice Chair, the Advisory Board will elect another member to fill the unexpired term of the Vice Chair.

D. The Secretary shall be responsible for the record-keeping functions and will review all Minutes and correspondence of the Advisory Board.

#### SECTION 9: ATTENDANCE

Members of the Advisory Board shall be automatically removed for lack of attendance. Lack of attendance is defined as: failure to attend three (3) consecutive meetings or failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall constitute lack of attendance. Excused absences due to illness, absence from the County, or personal hardship, if approved by the Advisory Board, shall not constitute lack of attendance. Excused absences shall be entered into the minutes at the next regularly scheduled

meeting of the Advisory Board. Members removed under this paragraph shall not continue to serve until a new appointment is made and removal shall create a vacancy.

**SECTION 10: EFFECTIVE DATE**

This Resolution shall become effective upon approval by a majority vote of the Board of County Commissioners, Palm Beach County, Florida.

The foregoing Resolution was offered by Commissioner Foster, who moved its adoption. The motion was seconded by Commissioner Marcus, and upon being put to a vote, the vote was as follows:

BURT AARONSON, CHAIRMAN	- Aye
MAUDE FORD LEE, VICE CHAIR	- Aye
KAREN T. MARCUS, COMMISSIONER	- Aye
CAROL A. ROBERTS, COMMISSIONER	- Aye
WARREN H. NEWELL, COMMISSIONER	- Aye
MARY McCARTY, COMMISSIONER	- Absent
KEN L. FOSTER, COMMISSIONER	- Aye

The Chairman thereupon declared the Resolution duly passed and adopted this 2nd day of September, 1997.

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

ATTEST:  
DOROTHY H. WILKEN, CLERK

BY:   
Tammy K. Fields  
Assistant County Attorney

BY:   
Deputy Clerk

Ref: S:\PLANADMIN\SOPADVISBRD\1996\_97\RESOLUT

**Current ESGP Advisory Board Members**

*Revised 20 Mar 2007*

**Robert Anis (Alternate)**

Work: 881-2687                      Cell: 400-2140                      Home: 641-9001  
E-Mail: Robert.Anis@hcahealthcare.com                      FAX: 863-6844  
Columbia Hospital, Attn: Mental Health Services, 2201 45<sup>th</sup> St., WPB, FL 33407

**Barbara Bell-Spence**

Work:                                      Cell:                                      Home: 561-996-7792  
E-Mail: spenceb@bellsouth.net                                      FAX:  
740 SE 1<sup>st</sup> Street, Belle Glade, FL 33430

**Erick Dominguez (Alternate)**

Work: 688-3751                      Cell: (772) 662-1850                      Pager:                      Home: Non-Pub  
E-Mail: dominguez@pbso.org                                      FAX: 688-3559  
PBSO, Attn: Human Resources, 3228 Gun Club Road, WPB, FL 33406

**James V. Dowling**

Work: 653-5913                      Cell: 762-7224                                      Home: 744-5499  
E-Mail: Jim\_Dowling@ustrust.com                                      FAX:  
Senior VPresident, U. S. Trust Company /132 Royal Palm Way, Palm Bch 33480

**Jeff Ferraro**

Work: 837-5406                      Cell: (561) 662-7045                      Home: 333-8264  
E-Mail: jeffrey\_ferraro@dcf.state.fl.us                      FAX: 837-5460  
Dep't. of Children & Families, 111 S. Sapodilla Ave., Suite 211-F, WPB, FL 33401

**Linda Graham**

Work: 422-6845; Sect'y: 422-6846                      Cell: 301-6459                      Home: 848-7419  
E-Mail: Linda.graham2@med.va.gov                      FAX: 422-5309  
Chief of Social Work Services, VA MedCtr,(116-S) 7305 N. Military Tr, WPB 33410

**Ezra Krieg**

Work: 561-272-9619 ext 1604                      Cell:                      Home: 561-495-1124  
E-Mail: ezrakrieg@yahoo.com                      FAX: 561-495-1114  
Director of Special Projects, Kids in Distress, Inc.  
Mail: 16485 Bridlewood CirDelray Bch, FL 33445

**Teresa Merwin**

Work: 310-4530                      Cell: 310-4530                      Home: 310-4530  
E-Mail: tmmerwin@att.net                      FAX: 969-9998  
R/E Agent, D. P. Lewis & Assoc.,  
Mail: 7519 Palm Road, Lake Clarke Shores, FL 33406

**LeRoy Nace**

Work: 644-7963                      Cell: 644-7963                      Home: 644-7964  
E-Mail: None  
Truck Driver, Northwood Baptist Church, West Palm Beach, FL  
Mail: 1451 North Military Trail, #64, West Palm Beach, FL 33409

**Sandy Reynolds**

Work: 355-4409                      Cell: 685-5408                      Home: 561-798-7869  
E-Mail: sreynold@co.palm-beach.fl.us                      FAX: 355-2757  
Sr. Prog.Coord. PBC Div Victim Services  
205 N. Dixie Highway., Ste 5.1100, WPB, FL 33401

**Dr. Bernard Shulman**

Work: 561-394-0088                      Cell: 859-9967                      Home: 561-478-3738  
E-Mail: BHS007@aol.com                      FAX: 561-394-0082  
Attorney in Private Practice  
Professional Address: 2385 Executive Center Drive, Ste. 360, Boca Raton, FL 33431