

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

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**Meeting Date:** December 4, 2007  
**Department:** Community Services  
**Advisory Board:** Citizens Advisory Committee on Health & Human Services  
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**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve:

Appointment of the following individual to the Palm Beach County Citizens Advisory Committee on Health and Human Services for the terms indicated;

<u>Appointment</u>	<u>Category/Seat No.</u>	<u>Term</u>	<u>Nominated by:</u>
Nate Nichols	Health Services/Seat 2	12/04/07-9/30/10	Comm. Koons

**Summary:** This appointment fills an open seat resulting from the resignation of Dr. Catherine Ford. The Citizens Advisory Committee on Health and Human Services consists of eleven (11) members with at least one (1) member being a resident west of the 20 Mile Bend and at least one (1) member being a representative of the Palm Beach County League of Cities. Founding members were appointed for 1, 2 and 3 year terms with subsequent terms for three (3) years. Resolution R-2001-0913 requires the Executive Committee of the Citizens Advisory Committee to solicit and recommend member nominations for transmittal to the Board of County Commissioners. The Executive Committee has recommended this appointment. The Board of County Commissioners was notified by memo dated October 5, 2007 and requested to provide nominations for appointment. Countywide (TKF)

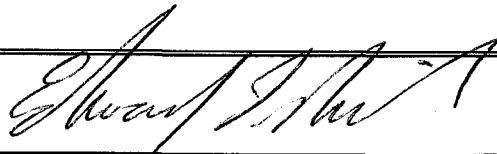
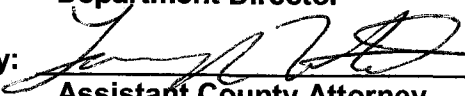
**Background and Justification:**

The Palm Beach County Citizens Advisory Committee on Health and Human Services was established in 1990. The Committee is currently charge with assisting the Board of County Commissioners in the assessment of need, planning, implementation and evaluation of a system of care, as defined in the Health and Human Services Element of the Palm Beach County Comprehensive Plan.

**Attachments**

1. Resolution No. R-2001-0913
2. Current Membership List
3. Board Appointment Information Forms

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<b>Recommended by:</b>		<u>11-19-2007</u>
	<b>Department Director</b>	<b>Date</b>
<b>Legal Sufficiency:</b>		<u>11-21-07</u>
	<b>Assistant County Attorney</b>	<b>Date</b>

## **II. REVIEW COMMENTS**

### **A. Other Department Review:**

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**Department Director**

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12.04.07 agenda.doc

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

**Part I:**

Board Name: Citizens Advisory Committee on Health & Human Services

At Large Appointment

or

District Appointment

Term of Appointment: 3 Years. From: 12/4/2007 To: 9/30/2010

Seat Requirement: Support Services Seat #: 2

\*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: Nichols                       
                     Last    First    Middle

Occupation/Affiliation: Deputy Director - Children's Services Council of Palm Beach County

Business Name: Children's Services Council of Palm Beach County

Business Address: 2300 High Ridge Road

City & State: Boynton Beach, Florida Zip Code: 33426

Residence Address: 6002 Las Colinas Circle

City & State: Lake Worth, Florida Zip Code: 33463

Home Phone: (561) 324-7556 Business Phone: (561) 740-7000 ext. \_\_\_\_\_

Cell Phone: ( ) \_\_\_\_\_ Fax: (561) 835-1956

Email Address: \_\_\_\_\_

Mailing Address preference:  Business Address  Residence

**Minority Identification Code:**

IF (Native-American Female)

IM (Native-American Indian Male)

AF (Asian-American Female)

AM (Asian-American Male)

BF (African-American Female)

BM (African-American Male)

HF (Hispanic-American Female)

HM (Hispanic-American Male)

WF (Caucasian Female)

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: [Signature]

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

2007 NOV -9 AM 9: 09  
 PALM BEACH COUNTY  
 COMMUNITY SERVICES



David Rafaidus  
Palm Beach County Department of Community Services  
810 Datura Street  
West Palm Beach, FL 33401

2300 High Ridge Road  
Boynton Beach, FL 33426

Main 561.740.7000  
Tel 800.331.1462  
Fax 561.835.1956  
www.cscpb.org

October 12, 2007

Dear Mr. Rafaidus:

Re: Application for Nate Nichols as candidate for  
Citizen's Advisory Committee on Health and Human Services

This letter is to express my interest in becoming a member of the Citizen's Advisory Committee on Health and Human Services. As Deputy Director of Children's Services Council of Palm Beach County I have become deeply ensconced throughout Palm Beach County and am certain I would be of value to this committee.

I am currently involved in the following organizations:  
Circuit 15 Juvenile Justice Prevention Meetings (executive and board)  
Grant Distribution Committee (Palm Healthcare)  
Prime Time Palm Beach County board member  
Palm Beach County Community Food Alliance  
Criminal Justice, Mental Health & Substance Abuse Planning Council  
Youth Outreach Committee (Workforce Alliance)  
Healthy Start Coalition  
Youth Violence Prevention Committee (City of Boynton Beach)  
Wellness Promotion Task Force Committee  
Donor's Forum Leadership Committee

If I can provide further information please do not hesitate to contact me.

I look forward to joining the Citizen's Advisory Committee and thank you for your consideration.

My resume is attached.

Sincerely,

Nate Nichols  
Deputy Director

Expect **Success**

## **Nate G. Nichols**

6002 Las Colinas Circle  
Lake Worth, FL 33463  
(561) 324 7556

**Deputy Director/Chief Program Officer – Children's Services Council of Palm Beach County, Boynton Beach, FL**  
*December 2002 to Present*

Responsible for operational integration of fiscal, administrative, research, and programmatic activities of organization, aligning strategies, actions, and resources. Ensures the appropriate structures, strategies, and systems are in place to accomplish the unit or team vision, aligning staff to maximize high performance while promoting individual leadership behaviors.

Oversees development of effective internal relations, individual and team productivity, and provider relations. Works to refine the quality, quantity, efficiency, and effectiveness of the agency's work.

Develops and values community partnerships to systematically improve services to children and families.

**Assistant Executive Director – The Exchange Club/Dick Webber Center, West Palm Beach, FL**  
*February 2000 to December 2002*

Oversight for agency programs in both Broward and Palm Beach Counties including: contractual obligation, program planning and design, staff supervision, and the development and implementation of quality assurance. Coordinated internal agency operations including: policy/procedures, budget, and personnel. Facilitated agency strategic planning functions.

Was liaison to Healthy Families Florida, and accredited by the National Exchange Club of America. Assisted in local and state database design.

**Program Director – Palm Beach Healthy Families Florida, The Exchange Club/Dick Webber Center, West Palm Beach, FL**  
*February 2000 to December 2002*

Supervised professional and paraprofessional staff and established operating policies and procedures.

Assisted in design and implementation of Statewide Healthy Families Florida programs. Was Palm Beach county representative to Tallahassee Healthy Families Florida Data Systems Committee.

**Program Manager – Mount Bethel Human Services Corporation, Inc., Ft. Lauderdale, FL**  
*August 1999 to February 2000*

Coordinated employment service designed for the working poor; designed job skills /job retention development workshops, developed database, established policies and procedures, and supervised staff.

**Program Coordinator - W.A.G.E.S., Lauderdale Lakes, FL**  
*October 1997 to August 2000*

Coordinated the W.A.G.E.S. (work and gain self sufficiency) program; developed and implemented policies and procedures, quality assurance/quality improvement, and supervised senior supervisors and case managers. Coordinated a wide range of community provider agencies.

**Director – Bureau of Case Management Service, Albany, NY**  
June 1993 to January 1997

Coordinated State and local government case management programs, including oversight of annual budget in excess of \$30 million. Developed case management programs, and provided statewide supervision of all case management programs funded by State and federal revenue; coordinated Civil Service case management examinations.

**Executive Director – Onondaga Case Management Services, Inc., Syracuse, NY**  
September 1986 to January 1987

Established and directed a not for profit case management agency funded by NYS Office of Mental Health with an annual budget in excess of \$4 million.

**Adjunct Faculty – Syracuse University, School of Social Work**  
September 1989 to January 1991

Instructor of undergraduate and graduate level courses in practice, and instructed in mini courses in case management. Member of review committee for accreditation.

**Education:**

Doctoral (Ph.D.) candidate, 1982  
Master of Social Work MSW (cum laude)- Syracuse University, 1981  
BA/BS (cum laude) – Syracuse University, 1979  
Professor Assistant/Research Assistant, Doctoral Dissertation

**Military Service:**

Vietnam Veteran, 2LT, 1970 – 1973

**Recognition and Awards:**

Academy of Certified Social Workers (ACSW)	Syracuse University Whitney Young Fellowship
Syracuse University Fellowship Award	Jack & Jill Society of America-Outstanding Mgr.
Colombia University Scholarship Award	Syracuse Greater Leadership, 1994
Outstanding Military Accommodation	UNLV, Nevada Foundation Award

**Affiliation/Professional Organizations:**

DJJ Circuit 15 Palm Beach County	Co-Chair Palm Beach Community Food Alliance
PBC School District Wellness Task Force	National Reviewer – Prevent Child Abuse America
Youth Violence Prevention Program, Boynton Bch.	

ATTACHMENT A

RESOLUTION NO. R-2001-0913

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING AND REPLACING RESOLUTIONS R-90-1978, R-93-317 AND R-99-54; PROVIDING FOR THE CITIZENS ADVISORY COMMITTEE ON HEALTH AND HUMAN SERVICES**

**WHEREAS**, Florida Statutes and the Florida Administrative Code recognize the importance of citizen participation in the development and evaluation of comprehensive plans; and

**WHEREAS**, the Board of County Commissioners of Palm Beach County, Florida, established the Citizens Advisory Committee on Health and Human Services on November 13, 1990 pursuant to Resolution R-90-1978; and

**WHEREAS**, Resolution R-90-1978 was subsequently amended by Resolutions R-93-317 and R-99-54; and

**WHEREAS**, there is a need to further amend the resolutions pertaining to the Citizens Advisory Committee on Health and Human Services to more clearly define the committee's roles and responsibilities; and

**WHEREAS**, consolidation of all resolutions pertaining to the Citizens Advisory Committee on Health and Human Services will simplify future references.

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

**I. Repeal and Replacement of Prior Resolutions:** Resolutions R-90-1978 (dated November 13, 1990), R-93-317 (dated March 16, 1993) and R-99-54 (dated January 12, 1999) are hereby repealed and replaced with the following:

**Section 1. Creation of the Palm Beach County Citizens Advisory Committee on Health and Human Services** There is hereby established an Advisory Committee to be known as the "Palm Beach County Citizens Advisory Committee on Health and Human Services" herein referred to as the "Committee."

**Section 2. Mission Statement.** The mission of the Committee shall be to assist the Board of County Commissioners in the assessment of need, planning, implementation and

ATTACHMENT A

evaluation of a System of Care, as defined in the Health and Human Services Element of the Palm Beach County Comprehensive Plan.

**Section 3. Role and Responsibilities.** The Committee shall have the following roles and responsibilities:

- A. To make recommendations on the collection of data necessary to analyze the health and human service needs of the people of Palm Beach County.
- B. To create a forum for citizen participation for all phases of the Health and Human Services Element of the Palm Beach County Comprehensive Plan development and amendment process. Further, the Committee shall make recommendations to the Land Use Advisory Board (LUAB) and the Board of County Commissioners regarding amendments to the Health and Human Services Element of the Palm Beach County Comprehensive Plan, and shall review the implementation status of the Health and Human Service Element of the Comprehensive Plan on an annual basis.
- C. To create a forum for citizen participation, the Committee shall specifically provide for consumer, minority and affected party input on an issue by issue basis to allow for those affected to be involved in the Committee's activities.
- D. To make recommendations on an annual basis during the Financially Assisted Agency funding process regarding service and funding priorities, outcomes and contract requirements.
- E. To serve as a link to local and regional health and human service planning organizations. Linkages may include ex-officio member appointments of the Committee, participation in other agency planning processes, and multi-agency task forces to resolve specific problems. Further, all agencies and staff within the auspices of the Board of County Commissioners shall provide data, information and such support as reasonably required, and shall otherwise work in cooperation with the Committee in pursuing the Board of County Commissioner's health and human service goals, objectives and policies. The purpose of such linkages is to facilitate the Committee in achieving its mission.



ATTACHMENT A

F. Submit an annual narrative report to the Board of County Commissioners on activities undertaken and accomplishments made during the preceding year.

G. To perform such other duties as may be from time to time assigned by the Board of County Commissioners.

**Section 4. Membership** The Committee shall be comprised of eleven (11) members.

The total membership of the Committee shall, at a minimum, represent the components of the Health and Human Service System of Care: public health, physical health, behavioral health, developmental services, children and family services, adult and elderly services, education, recreation, workforce development, municipalities, business and economic development, planning/research & evaluation, transportation, and housing. All members must reside in Palm Beach County and have knowledge of at least one component of the System of Care.

Membership shall be representative of the racial, ethnic and geographic diversity of Palm Beach County. At least one member shall be a resident of west of 20 mile bend. (At least one member shall be a representative of the Palm Beach County League of Cities.

A. Appointment. Members shall be appointed at large by the Board of County Commissioners, and serve for staggered terms of three (3) years, but without limitation to the total number of terms. Terms shall begin on October 1<sup>st</sup>, and end on September 30<sup>th</sup>.

B. Member Nominations. The nomination process shall begin ninety (90) days prior to the expiration of a member's term, or immediately in the event of an unplanned vacancy.

The Board of County Commissioners shall be notified and requested to provide nominations for committee appointment. The Palm Beach County Health Department and the Palm Beach County League of Cities will each be requested to submit a nomination. Nominees submitted by the Committee, the Palm Beach County League of Cities, the Palm Beach County Health Department and individual Commissioners will be transmitted to the Board of County Commissioners. An approved board appointment form, with attached resume, must be completed for all nominees prior to transmittal.

C. Ex-officio Members. Ex-officio members may be appointed by a majority vote of the Committee, or as directed by the Board of County Commissioners, for the purpose of assisting the Committee in achieving its mission.

ATTACHMENT A

D. Conflict of Interest. Members shall be governed by the applicable provisions of the Palm Beach County Ethics Resolution (R-94-693), as may be amended.

E. Compensation. Members shall receive no compensation for service, but may be entitled to travel reimbursement incurred only for travel outside Palm Beach County necessary to fulfill board member responsibilities and only when sufficient funds have been budgeted and when prior approval has been given by the Board of County Commissioners.

F. Attendance. Members 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 be the same as a failure to attend a meeting. Excused absences due to illness, absence from the county or personal hardship, if approved by a majority vote of the Committee, shall not constitute lack of attendance. Excused absences shall be entered into the minutes at the next regularly scheduled meeting. Members removed pursuant to this paragraph shall not continue to serve on the Committee and such removal shall create a vacancy.

Section 5. Officers A chair, vice-chair and 2<sup>nd</sup> vice-chair shall be elected by a majority vote of the Committee and shall serve for a term of one year, but not to exceed two consecutive terms in any one office. The duties of the chair shall be to:

- (A) Call committee meetings and organize the agenda for the same;
- (B) Preside at committee meetings;
- (C) Establish subcommittees, appoint subcommittee chairs, and charge subcommittee with specific tasks;
- (D) Serve as primary liaison with staff; and,
- (E) Perform other functions as the committee may assign.

The vice-chair or 2<sup>nd</sup> vice-chair shall perform the duties of the chair in the chair's absence and such other duties as the chair may assign.

## ATTACHMENT A

If a vacancy occurs in any one of the offices, then the position shall be assumed by the next highest ranking officer for the remainder of the term. Any remaining vacancies shall be filled through a majority vote of the Committee.

Any officer may be removed from office by a majority vote of the Committee whenever the best interest of the Committee and public would be served.

**Section 6. Meetings** The Committee shall meet on a regular basis. A quorum must be present for the conduct of all regular meetings. A majority of the members appointed shall constitute a quorum. The chairperson may call a meeting or a meeting may be called upon the written request of three members.

**A. Subcommittees.** The Committee will conduct its business through one (1) standing sub-committee, the Executive Committee, and ad hoc sub-committees, work groups, and other appropriate forums as needed. The Executive Committee will consist of the Officers, the Immediate Past Chair, a representative whose residence is west of 20 mile bend and a representative of the Palm Beach County League of Cities. The purpose of the Executive Committee is to review and evaluate matters arising between regular Committee meetings, and to solicit and recommend member nominations for transmittal to the Board of County Commissioners. Ad hoc sub-committees shall be chaired by a Committee member.

**B. Conduct of Meetings.** All meetings shall be governed by Robert's Rules of Order and shall comply with the Sunshine Law. Reasonable public notice of all meetings shall be provided. All meetings of the Committee shall be open to the public at all times and minutes shall be taken at each meeting.

**Section 7. Administration** Professional staff for the Committee shall be provided through the Department of Community Services. To assure accurate record-keeping, the Department of Community Services shall also appoint a recording secretary to support the committee.

**II. Effective Date** The provisions of this resolution shall become effective upon approval by the Board of County Commissioners.

ATTACHMENT A

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

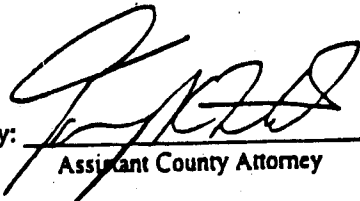
WARREN H. NEWELL, Chairman	-	Aye
CAROL A. ROBERTS, Vice-Chair	-	Aye
KAREN T. MARCUS	.	Aye
MARY McCARTY	.	Aye
BURT AARONSON	.	Absent
TONY MASILOTTI	.	Aye
ADDIE L. GREENE	.	Aye

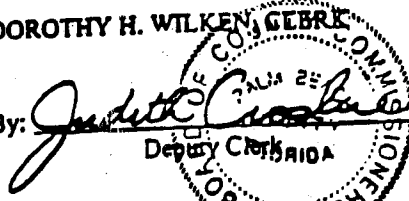
The Chairman thereupon declared the Resolution duly passed and adopted this

19th day of June, 2001.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

PALM BEACH COUNTY, FLORIDA. BY ITS BOARD OF COUNTY COMMISSIONERS

By:   
Assistant County Attorney

DOROTHY H. WILKEN GEBRE  
By:   
Deputy Clerk  


**CITIZENS ADVISORY COMMITTEE ON HEALTH & HUMAN SERVICES  
ADVISORY BOARD MEMBERS**

<u>SEAT</u>	<u>CURRENT MEMBER</u>	<u>RACE</u>	<u>BUSINESS/ HOME PHONE</u>	<u>REQUIREMENT</u>	<u>APPOINT DATE</u>	<u>EXPIRE DATE</u>
<b>APPOINTED BY: At Large</b>						
1	Thomas A. Arnedos Palm Beach County Health Dept. 826 Evernia Street West Palm Beach, FL 33401	WM	(561) 355-3133 (561) 471-7965	Health Services	01/10/2006	09/30/2009
2	Vacant				10/01/2007	09/30/2010
3	Barbara B. Cox-Gerlock, Ph.D. 7716 Spring Creek Drive West Palm Beach, FL 33411	WF	(561) 615-6043 (561) 326-0356	Behavioral Health Services	10/01/2004	09/30/2007
4	Cynthia R. Smith 12287 Sunset Pointe Lane Wellington, FL 33414	BF	(561) 822-0276 (561) 753-6857	Human Services	09/30/2003	09/30/2009
5	Brenda Gail Oakes 3333 Forest Hill Blvd West Palm Beach, FL 33406	WF	(561) 352-2471 (561) 732-1746	Human Services	04/10/2007	09/30/2009
6	Elizabeth Hernandez Cayson Suite - B 1500 NW Avenue 'L' Belle Glade, FL 33430	HF	(561) 996-0129 (561) 784-9795	Planning & Research	01/13/2004	09/30/2007
7	Barbara H. Jacobowitz, M.S. Treasure Coast Health Coun. 4152 W. Blue Heron, Ste. 229 Riviera Beach, FL 33404	WF	(561) 844-4220 (561) 791-2297	Support Services	04/10/2007	09/30/2009

8	Dr. Richard L. Galeta 8315 Pine Tree Land Lake Clarke Shore, FL 33406	WM	( ) (561) 586-4402	PBC League of Cities	10/01/2005	09/30/2008
9	Sandra G. Chamblee, Ex. Dir. Initiative, Inc., Glades Health 1045 Tabit Road Belle Glade, FL 33430	WF	(561) 996-0500 (561) 996-3219	Resident west of 20 Mile Bend (Glades)	10/01/2004	09/30/2007
10	Col. Michael G. Gauger Dept of Field Operations Palm Beach County Sheriff's Office 3228 Gun Club Road West Palm Beach, FL 33406	WM	(561) 688-3014	Support Services	04/10/2007	09/30/2009
11	Mary "Jill" Hansen, Esq. Hanson, Perry & Jensen, P.A. 400 Executive Center Drive Suite 207 West Palm Beach, FL 33401	WF	(561) 686-6550	Financial/Legal Services	10/01/2005	09/30/2008