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PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
SITTING AS THE
CHILD CARE FACILITIES BOARD

BOARD APPOINTMENT SUMMARY

Meeting Date: March 11, 2008

Department: Palm Beach County Health Department

Submitted by: Division of Environmental Health & Engineering

Advisory Board Name: Child Care Advisory Council

I. EXECUTIVE BRIEF

Motion and Title: STAFF RECOMMENDS MOTION TO APPROVE: Appointment of one (1) member to the **Child Care Advisory Council** to fill the position vacated by Deputy Chief Jerry Catoe. This is an at large appointment

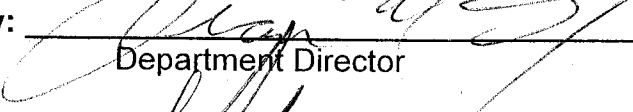
<u>NOMINEE:</u>	<u>SEAT #:</u>	<u>REQUIREMENT:</u>	<u>NOMINATED BY:</u>
Alicia Kula	5	Represents fire protection, engineering or technology.	Addie Greene Jeff Koons


Summary: The Child Care Advisory Council is comprised of seven members who serve at the pleasure of the Board of County Commissioners. Membership must consist of two members who represent and operate private child care facilities in Palm Beach County; one member who represents and operates a parochial child care facility in Palm Beach County; one consumer protection enforcement official; one member for fire protection, engineering or technology; and one member who, at the time of appointment, was the parent of a child attending a child care facility in Palm Beach County; and one representative from the Florida Department of Children and Families (DCF). *Countywide (BB)*

Background and Justification: Chapter 59-1698, Special Acts, Laws of Florida, as amended by Chapter 77-620, Special Acts, Laws of Florida, provides for the organization of the Child Care Advisory Council. The Special Acts and Palm Beach County Codes, Appendix D, Chapter 1, Article IV.2 set forth the required composition of the Child Care Advisory Council (see p. 3, Section 7, attached). Ms. Kula is presently the Community Assistance Team Coordinator for Palm Beach County Fire Rescue. She has been recommended by Chief Herman Rice, Fire Rescue Administrator to fill the seat.

Attachments:

1. Chapter 59-1698, Special Acts, Laws of Florida, as amended by Chapter 77-620, Special Acts, Laws of Florida
2. Child Care Advisory Council Member List
3. Child Care Advisory Council meeting schedule
4. Letter of recommendation
6. Résumé – Alicia Kula
7. Board Appointment form

Recommended by:  2/11/08
Department Director Date

Legal Sufficiency:  2/13/08
Assistant County Attorney Date

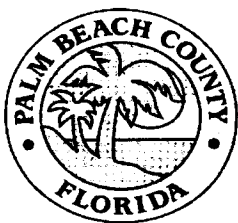
II. REVIEW COMMENTS

A. Other Department Review:

Department Director

Revised 06/92
ADM Form 03
(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT)

**CHAPTER 59-1698, SPECIAL ACTS, LAWS OF
FLORIDA, AS AMENDED BY CHAPTER 77-620,
SPECIAL ACTS, LAWS OF FLORIDA**



Section 1. DEFINITIONS: The following words and phrases shall mean:

- a. Children: persons related to the operator of a facility regulated under this act under twelve (12) years of age, and all other persons under eighteen (18) years of age.
- b. Child Boarding Homes: Any building or shelter in which, for twenty-four (24) hours per day, custodial care is rendered to one to five children, inclusive, and which receives a payment, fee, or grant for any of the children receiving care, whether or not operating for profit subject to the exemptions contained in Section 12 hereof.
- c. Family Day Care Facilities: Any building or shelter in which custodial care is rendered to one to five children, inclusive, for 2-24 hours per day and which receives a payment, fee, or grant for any of the children receiving care, whether or not operating for profit, subject to the exemptions contained in Section 12.
- d. Child Care Facilities: Any building or shelter in which custodial care is rendered to six or more children, and which receives a payment, fee, or grant for any of the children, and which receives a payment, fee, or grant for any of the children receiving care, whether or not operating for profit, or which is held out to the public to be an establishment which regularly provides child custodial services.

Section 2. PERMIT REQUIRED FOR ESTABLISHMENT, MAINTENANCE AND OPERATION:

It shall be unlawful for any person, firm or corporation to establish, maintain or operate in **Palm Beach County, Florida**, a child care facility, child boarding home or family day care facility without first obtaining a permit therefor from a board, to be designated as the Child Care Facilities Board, and without permanently posting such permit in the child care facility, child boarding home, or family day care facility. Such Child Care Facilities shall be composed of the Board of County Commissioners of Palm Beach County, hereafter referred to as the Board. The Chairman of the Board of the County Commissioners of Palm Beach County shall be chairman of the Child Care Facilities Board and the Board shall meet at least once every three months at a time and place designated by the Board.

Section 3. APPLICATION FOR PERMIT: Application for a permit to operate a child care facility, child boarding home or family day care facility, shall be made to the Board in writing, and on a form, and under regulations prescribed by the Board. The application shall state the name and address of the applicant, his occupational history and qualifications, the type and location of proposed

operation, the number of persons to be accommodated, and such other information the Board may require.

Section 4. ISSUANCE OF LICENSE: The Director of the Palm Beach County Health Department shall be charged with the administrative and financial responsibility of carrying out the duties of the Board, and he or his representative shall inspect child care facilities, child boarding homes, and family day care facilities as required by the Board. Said Board when satisfied that minimum standards are met, shall issue a license in writing on a form prescribed by the Board. Such license shall be valid for a period of one year unless revoked. It shall not be transferable or assignable.

Section 5. REVOCATION: The Board may revoke a license if it finds that the operator has failed to comply with any provisions of this Act or any rule or regulation issued hereunder.

Section 6. MINIMUM STANDARDS, REASONABLE RULES AND REGULATIONS TO BE PRESCRIBED BY THE BOARD:

1. The Board shall make, promulgate, amend and repeal such rules and regulations as are necessary to protect the health and safety of persons in child care facilities, child boarding homes, or family day care facilities; prescribing standards for living quarters, including provisions pertaining to sanitary conditions, light, air, safety, protection from fire hazards, equipment, operation, qualifications and number of staff, and such other matters as may be appropriate to protect the life and health of the occupants thereof. Standards established by rules and regulations of the Board shall meet or exceed state minimum standards, to wit: standards established by the Department of Health and Rehabilitative Services pursuant to chapter 402, Florida Statutes.
2. The Board may make, promulgate, amend, and repeal such rules and regulations as are necessary:
 - a. To require facilities regulated hereunder to secure liability insurance and set minimum limits and standards for carriers: and,
 - b. To establish fees for inspection and licensing under this Act.

No such rules and regulations of the Board shall be adopted or become effective until after a public hearing has been held by the board pursuant to at least one notice published in a newspaper of general circulation in the county at least ten days prior to the hearing. When approved by the Board and filed with the Clerk of the County Commission, such rules and regulations shall have the force and effect of law. Until the Board adopts rules and regulations, the State standards aforementioned shall apply to all facilities regulated by this act.

Section 7. CHILD CARE ADVISORY COUNCIL:

1. The Board shall appoint a Child Care Advisory Council which shall be appointed by the Board of County Commissioners no later than sixty (60) days after the effective date of this Act. Members of the Council shall serve at the pleasure of the Board of County Commissioners. The Council shall be composed of seven members consisting of the following:
 - a. Two members who represent and operate as a private enterprise a facility regulated hereunder.
 - b. One member who represents and operates a parochial facility regulated hereunder.
 - c. One member who represents a consumer protection enforcement official.
 - d. One member for fire protection, engineering, or technology.
 - e. One member who at the time of appointment was a parent of a child in a facility regulated hereunder.
 - f. One member who represents the Department of Health and Rehabilitative Services.
2. The Council shall advise the Board and make recommendations as to the issuance and revocation of license and as to rules and regulations necessary to protect the health and safety of persons in child care facilities, child boarding homes or family day care facilities.

Section 8. RIGHT OF ENTRY: Members of the Board and its representative may enter and inspect child care facilities, child boarding homes, or family day care facilities at reasonable hours, and may question such persons and investigate such facts, conditions, and practices or matters as may be necessary or appropriate to determine whether any person has violated any provisions of the Act, or of any rule or regulation issued hereunder.

Section 9. EXEMPTION: The provisions of this Act shall not apply to any public or nonpublic school which is in compliance with the compulsory school attendance law, chapter 232, Florida Statutes, any summer camp having children in full time residence, summer day camp, or vacation Bible school, or any foster home, home for mentally retarded or handicapped children, juvenile detention facility, hospital, or other similar institution otherwise regulated for health standards by a governmental agency. However, this section shall not be deemed to exempt institutions or facilities otherwise regulated by the Department of Health and Rehabilitative Services pursuant to s. 402.301, et seq., Florida Statutes, as it may from time to time be amended or transferred.

Section 10. CIVIL ENFORCEMENT: Any violation of this Act or the rules and

regulations of the Board promulgated pursuant hereto shall be subject to enforcement by the Palm Beach County Environmental Control Officer and the Palm Beach County Environmental Control Act, chapter 70-862, Laws of Florida, as amended, and as it may in the future be amended or reenacted.

Section 11. **CRIMINAL PENTALTY:** Any person failing to comply with the provisions of this act is guilty of a misdemeanor of the second degree punishable as provided by general law.

Section 12. **ADVERTISING BY FACILITIES:** It shall be unlawful for any person, persons, associations, partnerships, corporations, or institutions to offer or advertise to the public in any way or by any medium whatsoever, child boarding home, family day care facility or child care facility service unless it has first secured a license under the provisions of this Act. All advertisements advertising any such services shall include the license number of the license issued pursuant to this Act.

Section 13. **SEVERABILITY:** If any provision of the Act, or the application thereof to any person or circumstances, is held invalid, such invalidity shall not affect other provisions or applications of this Act which can be given effect without the invalid provision or invalid application and to this end the provisions of the Act are declared severable.

Section. 14. **THIS ACT SHALL TAKE EFFECT UPON BECOMING A LAW.**

BECAME A LAW WITHOUT THE GOVERNOR'S APPROVAL.

FILED IN OFFICE SECRETARY OF STATE.

CHILD CARE ADVISORY COUNCIL MEMBERS

Seat #1

Lorraine Herdeen:

200 NE 14th St.
Boca Raton, Fl. 33432
Bus: (561)391-7274

Represents and operates as a private enterprise a facility regulated there under.

Seat #2

Eunice Twiggs:

101 10th St.
Lake Park, Fl. 33403
Bus: (561) 842-4663

Represents and operates as a private enterprise a facility regulated there under.

Seat #3

Louise Mancini:

4900 Summit Blvd.
West Palm Beach, Fl. 33415
Bus: (561)686-8081 ext. 326

Represents and operates a parochial facility regulated there under.

Seat #4

Dennis Moore:

50 S. Military Trail Ste. 201
West Palm Beach, Fl. 33415
Bus: (561)712-6600

Represents consumer protection enforcement.

Seat #5

Vacant

Represents fire protection, engineering, or technology.

Seat #6

Kendra Barnes:

Palm Beach County School District
Dept. of Early Childhood
3300 Forest Hill Blvd. Ste. C206
West Palm Beach, Fl. 33406
Bus: (561)644-1930/691-1891

Represents at the time of appointment was a parent of a child in a facility regulated there under.

Seat #7

Patty Tilford

Department of Children & Families
111 South Sapodilla Avenue
West Palm Beach, FL 33401
Bus: (561)837-5840

Represents the Department of Children and Families



MEMORANDUM

TO: Child Care Advisory Council Members,
Applicants for Child Care Facility License/Certificate,
and other Interested Parties

SUBJECT: Child Care Advisory Council (CCAC) 2008 meeting schedule and deadline for
applicants submitting complete* child care facility application packets to
area offices

DATE OF CCAC MEETING	DATE PACKETS DUE IN AREA OFFICE
January 9, 2008, Wednesday	December 26, 2007
February 13, 2008, Wednesday	January 30, 2008
March 12, 2008, Wednesday	February 27, 2008
April 9, 2008, Wednesday	March 26, 2008
May 14, 2008, Wednesday	April 30, 2008
June 11, 2008, Wednesday	May 28, 2008
July 9, 2008, Wednesday	June 25, 2008
August 13, 2008, Wednesday	July 30, 2008
September 10, 2008, Wednesday	August 27, 2008
October 8, 2008, Wednesday	September 24, 2008
November 12, 2008, Wednesday	October 29, 2008
December 10, 2008, Wednesday	November 26, 2008

The Child Care Advisory Council shall advise the Board of County Commissioners and make recommendations as to the issuance and revocation of license and as to rules and regulations necessary to protect the health and safety of persons in child care facilities, child boarding homes or family day care facilities -- pursuant to Chapter 77-620, Special Acts, Laws of Florida, as amended.

CCAC meetings are Public Meetings and are held on the second Wednesday of each month at 9.00 a.m. at 901 Evernia Street, West Palm Beach, FL, unless otherwise published.

*NOTE: A copy of the satisfactory Health Department inspection report verifying that the facility has met the requirements for licensure must be submitted with the application and supporting documentation.



ENV. HEALTH & ENG.

07 DEC -6 PM 2: 29

www.pbcfr.org

November 27, 2007

50 South Military Trail

West Palm Beach, FL 33415-3198

(561) 616-7000

FAX: (561) 616-7080

Fire Rescue Administrator
Chief Herman W. Brice



**Palm Beach County
Board of County
Commissioners**

Addie L. Greene, Chairperson

Jeff Koons, Vice Chair

Karen T. Marcus

Robert J. Kanjian

Mary McCarty

Burt Aaronson

Jess R. Santamaria

County Administrator

Robert Weisman

<http://www.pbcgov.com>

*"An Equal Opportunity
Affirmative Action Employer"*

Mr. Courtney Shippey
Palm Beach County
Childcare Advisory Council

Dear Mr. Shippey:

I would like to take this opportunity to recommend Alicia Kula for a seat on the Palm Beach County Childcare Advisory Council. Ms. Kula serves Palm Beach County Fire Rescue as our Community Assistance Team Coordinator and is an asset to our department. I have attached a copy of her resume and, as you can see, it speaks for itself. I believe she will be an asset to your council.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Herman Brice".

Herman W. Brice
Fire Chief

HWB/lc

Cc: Alicia Kula, CAT Coordinator

Alicia Lyn Kula
172 Caribe Ct. Greenacres, FL 33413
H561-357-5711 C561-472-4124 W561-616-7062
Email akula@pbcgov.com

CAREER OBJECTIVE Experiences requiring innovative, challenging processes that will utilize my education and professional skills, while offering advancement opportunity.

EDUCATION

- Master of Social Work, Barry University, 12.01.07, GPA 4.0
- Master of Reading Science, Barry University, 05.16.02, GPA 4.0
- Bachelor of Science in Elementary Education, Barry University, 12.16.00, GPA 4.0
- Certification in Crisis Intervention, 2003
- Certification of Paramedicine, Broward Community College, 1992
- Certification of Emergency Medical Services, South Tech, 1988
- Certified Fire Inspector, 1988, 2002

WORK HISTORY

- Palm Beach County Fire Rescue, Coordinator, Community Assistance Team 2002-current
- Palm Springs Elementary, Reading Teacher 05.2000 - 00.2002
- Family Connections, Visitation Supervisor 05.2000 - 02.2001
- New Horizons Elementary School, Student Teacher 08.2000 - 12.2000
- Royal Palm Center, Behavioral Interventionist 2000 - 2001
- Indian Ridge School, Paraprofessional II 1998 - 2000
- Elite Protection Service, Paramedic Supervisor, 1996 - 1998
- Life Fleet/Atlantic Ambulance, Paramedic, 1992 - 1996

ACTIVITIES * INTERESTS * SKILLS

- Member of Florida Fire Marshal Association
- Member of National Social Work Association
- Member of Palm Beach County Reading Council
- Past member of Child Fatality Review Committee
- Florida Volunteer Administration Certification
- Member of Florida Fire and Life Safety Association
- Community Education Leadership Certification
- Florida Fire and Life Safety Certified
- Current Paramedic License with ALS, CPR

The aforementioned is a brief profile. Further information can be provided upon request.

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

Part I:

Board Name: CHILD CARE ADVISORY COUNCIL

☒ At Large Appointment

or

☐ District Appointment

Term of Appointment: N/A Years. From: _____ To: _____

Seat Requirement: Must work in fire protection, engineering or technology Seat #: 5

☐ *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: Kula Alicia Lyn
Last First Middle

Occupation/Affiliation: Community Assistance Team Coordinator

Business Name: Palm Beach County Fire Rescue

Business Address: 50 South Military Trail

City & State: West Palm Beach, Florida Zip Code: 33415

Residence Address: 172 Caribe Court

City & State: Greenacres, Florida Zip Code: 33413

Home Phone: (561) 375-5711 Business Phone: (561) 616-7062 ext. _____

Cell Phone: (561) 472-4124 Fax: ()

Email Address: akula@pbcgov.com

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: 1/23/05

Pursuant to Florida's Public Records Law, this document may be reviewed
and photocopied by members of the public.

Revised 6/2007

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

Part I:

Board Name: CHILD CARE ADVISORY COUNCIL

☒ At Large Appointment

or

☐ District Appointment

Term of Appointment: N/A Years. From: _____ To: _____

Seat Requirement: Must work in fire protection, engineering or technology Seat #: 5

☐ *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: Kula Alicia Lyn
Last First Middle

Occupation/Affiliation: Community Assistance Team Coordinator

Business Name: Palm Beach County Fire Rescue

Business Address: 50 South Military Trail

City & State West Palm Beach, Florida Zip Code: 33415

Residence Address: 172 Caribe Court

City & State Greenacres, Florida Zip Code: 33413

Home Phone: (561) 375-5711 Business Phone: (561) 616-7062 ext. _____

Cell Phone: (561) 472-4124 Fax: ()

Email Address: akula@pbcgov.com

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: Alicia L. Greene

Date: 8/22/08

Pursuant to Florida's Public Records Law, this document may be reviewed
and photocopied by members of the public.

Revised 6/2007

Part I:

or

or



Revised 6/2007