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PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARD APPOINTMENT SUMMARY

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Meeting Date: August 19, 2008  
Department: Community Services  
Submitted By: Community Action Program  
Advisory Board Name: Community Action Council Administering Board  
=====

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to approve: appointment of the following representative to the Community Action Council Administering Board for a term beginning August 19, 2008, and ending September 30, 2010.

<u>Seat ID#</u>	<u>Name</u>	<u>Organization/Requirement</u>	<u>Nominated By</u>
10	Easie LaRose	Business/Community	Comm. Koons

**Summary:** Ordinance No. 2004-042, establishes the Community Action Council Administering Board (CACAB). The CACAB is comprised of not less than 15, and not more than 23 members. One third of the members are elected public officials, holding term on the date of selection, or their representatives. The remaining are members of business, industry, labor religion, law enforcement, education or other major groups in the community served. On May 29, 2008, written notice was sent to each Commissioner to request nominations. The nominee above meet all applicable guidelines and requirements outlined in the Community Services Block Grant Contract establishing ordinance. Seat 10 was vacated by Verdina Coleman and the candidate Easie LaRose will be completing her term. The CACAB has reviewed and approved the nominees listed above. (Community Action) Countywide (TKF).

**Background and Justification:** The Community Services Block Grant contract requires the establishment of a Community Services Block Grant Board and that the Board fully participates in the planning, implementation and evaluation of the Community Services Block Grant program to serve low-income communities.

**Attachments:**

- 1) Ordinance No. 2004-042
- 2) Board Appointment Form
- 3) Current list of CACAB Members

Recommended by:  8-5-2008  
Department Director Date

Legal Sufficiency:  8-5-08  
Assistant County Attorney Date

**III. REVIEW COMMENTS**

**A. Other Department Reviews**

Department Director

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

**Part I:**

Board Name: Palm Beach County Community Action Board

At Large Appointment or  District Appointment

Term of Appointment: 3 Years. From: ~~7/08/08~~ 8/19/2008 To: 9/30/2010

Seat Requirement: Business/Community Seat #: 10

\*Reappointment or  New Appointment

or  to complete the term of Verdina Coleman Due  resignation  other

Completion of term to expire on: September 30, 2010

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

Name: LaRose Esaie  
Last First Middle

Occupation/Affiliation: Social Service

Business Name: Support Services Network, Inc.

Business Address: P.O. Box 221374

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

Residence Address: 904 37th Street

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

Home Phone: (561) 848-0468 Business Phone: (561) ext.

Cell Phone: (561) 371-9787 Fax: ( )

Email Address: whoa220@hotmail.com

Mailing Address preference:  Business Address  Residence

**Minority Identification Code:**

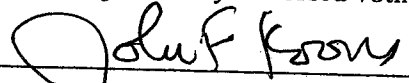
- |  |  |
|--|--|
| <input type="checkbox"/> IF (Native-American Female)   | <input type="checkbox"/> IM (Native-American Indian Male)      |
| <input type="checkbox"/> AF (Asian-American Female)    | <input type="checkbox"/> AM (Asian-American Male)              |
| <input type="checkbox"/> BF (African-American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

**Part III: COMMISSIONER COMMENTS**

Appointment to be made at BCC Meeting on: ~~7/08/08~~ 8/19/2008

\*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: \_\_\_\_\_

2008 JUN 26 AM 9:05  
PALM BEACH COUNTY  
COMMUNITY SERVICES



**Department of Community Services  
Community Action Program**

810 Datura Street  
West Palm Beach, FL 33401  
(561) 355-4792  
FAX: (561) 355-4192  
www.pbcgov.com



**Palm Beach County  
Board of County  
Commissioners**

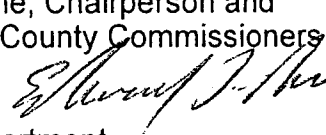
- Addie L. Greene, Chairperson
- Jeff Koons, Vice Chair
- Karen T. Marcus
- Robert J. Kanjian
- Mary McCarty
- Burt Aaronson
- Jess R. Santamaria

**County Administrator**

Robert Weisman

**INTER-OFFICE MEMORANDUM**  
*Palm Beach County*

TO: Honorable Addie L. Greene, Chairperson and  
Members of the Board of County Commissioners

FROM: Edward L. Rich, Director   
Community Services Department

DATE: May 29, 2008

RE: **BOARD APPOINTMENT - COMMUNITY ACTION  
COUNCIL ADMINISTERING BOARD**

The Community Action Council Administering Board has made a recommendation that the following nominee be appointed to the board:

<u>Seat #</u>	<u>Appointee</u>	<u>Seat Requirement</u>
10	Esaie LaRose	Business/Community

The Community Services Block Grant Contract requires the establishment of a Community Services Block Grant Board and that the Board fully participates in the planning, implementation and evaluation of the Community Services Block Grant program to serve low-income communities.

The Board Appointment Information Form for the nominee is attached for your perusal.

Please sign and return each approved form to Toni Summerville, Community Services Administration by June 9, 2008 to place on the July 8, 2008 BOCC agenda.

**Attachments**

- cc: Commissioner Jeff Koons, Vice Chair  
 Commissioner Karen T. Marcus  
 Commissioner Robert J. Kanjian  
 Commissioner Mary McCarty  
 Commissioner Burt Aaronson  
 Commissioner Jess R. Santamaria

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Affirmative Action Employer"*





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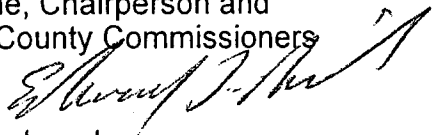
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 Commissioner Jess R. Santamaria

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Affirmative Action Employer"

**DIVISION 2. COMMUNITY ACTION COUNCIL\***

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**\*Editor's note:** Ord. No. 04-042, §§ 1 and 3--9, adopted October 19, 2004, amended the code by repealing former div. 2, §§ 2-166--2-169, and adding a new div. 2. Former div. 2 pertained to similar subject matter, and derived from Ord. No. 74-20, adopted August 20, 1974.

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**Sec. 2-166. Board of county commissioners designated as community action council.**

The board of county commissioners is hereby designated as the community action council of the county.

(Ord. No. 04-042, § 3, 10-19-04)

**Sec. 2-167. Reestablishment of the county community action council administering board.**

The community action council administering board (hereinafter "administering board") established pursuant to Ord. No. 74-20 is hereby reestablished pursuant to the guidelines of the state department of community affairs and is designated as the community services block grant advisory committee. All members currently appointed pursuant to Ord. No. 74-20 shall remain members until the expiration of their term.

(Ord. No. 04-042, § 4, 10-19-04)

**Sec. 2-168. Purpose.**

The purpose of the administering board shall be to assist the board of county commissioners in the development, planning, implementation and evaluation of the community services block grant program to serve low-income communities. The board of county commissioners reserves the major policy and decision-making powers relating to the community action council.

(Ord. No. 04-042, § 5, 10-19-04)

**Sec. 2-169. Role and responsibilities.**

The administering board shall have the following roles and responsibilities.

- (1) To fully participate in the development and implementation of programs and projects designed to serve the poor or low income areas in the county;
- (2) To create a forum for citizen participation that maximizes participation of those served so as to best stimulate and take full advantage of capabilities for self-advancement and assure that programs and projects are meaningful to and widely utilized by their intended beneficiaries;
- (3) To review and recommend programs and projects for the use of the community services block grant (CSBG) funds;
- (4) Submit an annual narrative report to the board of county commissioners on

<http://library4.municode.com/mcc/DocView/10323/1/14/26/28?hilite=community;commu...> 9/13/2007

- activities undertaken and accomplishments made during the preceding year;
- (5) To receive reasonable advance notice of, and an opportunity to make recommendations to the board of county commissioners concerning:
- a. Appointments of the staff;
  - b. Determination, subject to federal regulations and policies, of major personnel, fiscal and program policies;
  - c. Determination of overall program plans and priorities;
  - d. Approval of all program proposals and budgets;
  - e. Enforcement of compliance with all conditions of federal and state grants;
  - f. Determination, subject to federal regulations and policies, of rules of procedure for the administering board;
  - g. Any changes to this division. In the event that the administering board determines a public meeting is necessary to address any changes to this division, said public meeting will be arranged prior to submission of any such ordinance change to the board of county commissioners.
- (6) To perform such other duties as may be from time to time assigned by the board of county commissioners.

(Ord. No. 04-042, § 6, 10-19-04)

### **Sec. 2-170. Membership.**

The administering board shall be comprised of not less than fifteen (15) members and not more than twenty-three (23) members. All members must reside in the county. Membership shall be representative of the racial, ethnic and geographic diversity of the county.

- (1) *Appointment.* Members shall be appointed 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, and end on September 30. The administering board shall be constituted so that:
- a. One-third of the members of the administering board are elected public officials holding office on the date of selection, or their representatives. A letter reaffirming delegation to a representative, signed by the elected official, shall be required each year regardless of the number of years the term runs.
  - b. Not fewer than one-third of the members of the administering board are persons chosen in accordance with democratic selection procedures adequate to assure that they are representatives of low income individuals and families in the neighborhood served. Each representative of the low-income sector selected to represent a specific neighborhood within the community must reside in the neighborhood served. The county will define what constitutes a neighborhood.
  - c. The remainder of the members of the administering board are officers or members of business, industry, labor, religious, law enforcement, education, or other major groups and interests in the community served. Interest groups are organizations with nonprofit status, incorporated and registered with the state.
- (2) *Conflict of interest.* Members shall be governed by the applicable provisions of the county ethics resolution (R-94-693, as amended by Resolution R-2003-0962) and as may be further amended.
- (3) *Compensation.* Members shall receive no compensation for service, but may be entitled to travel reimbursement incurred only for travel outside the 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.

(4) *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 at least two-thirds 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. Members removed pursuant to this paragraph shall not continue to serve on the administering board and such removal shall create a vacancy.

(Ord. No. 04-042, § 7, 10-19-04)

### **Sec. 2-171. Officers.**

A chair and vice-chair shall be elected by a majority vote of the administering board and shall serve for a term of one (1) year, but not to exceed two (2) consecutive terms in any one (1) office. The duties of the chair shall be to:

- (1) Call administering board meetings and organize the agenda for the same;
- (2) Preside at administering board meetings;
- (3) Establish subcommittees, appoint subcommittee chairs, and charge subcommittees with specific tasks;
- (4) Serve as primary liaison with staff; and
- (5) Perform other functions as the administering board may assign.

The vice-chair shall perform the duties of the chair in the chair's absence and such other duties as the chair may assign.

If a vacancy occurs in the office of the chair, then the position shall be assumed by the vice-chair for the remainder of the term. Any remaining vacancies shall be filled through a majority vote of the administering board.

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

(Ord. No. 04-042, § 8, 10-19-04)

### **Sec. 2-172. Meetings.**

The administering board 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 chair may call a meeting or a meeting may be called upon the written request of three (3) members. 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 administering board shall be open to the public at all times and minutes shall be taken at each meeting.

(Ord. No. 04-042, § 9, 10-19-04)

Secs. 2-173--2-180. Reserved.

## COMMUNITY ACTION BOARD MEMBERSHIP ROSTER

### PUBLIC SECTOR (7 Seats)

1. **PBC BCC AT-LARGE**  
Bd. County Commissioner  
P.O. Box 1989  
West Palm Beach, FL 33402
  
2. **PBC BCC AT-LARGE**  
Bd. County Commissioner  
P.O. Box 1989  
West Palm Beach Beach, FL 33402
  
3. **PBC BCC AT-LARGE**  
Bd. County Commissioner  
P.O. Box 1989  
West Palm Beach, FL 33402
  
4. **PBC BCC AT-LARGE**  
Bd. County Commissioner  
P.O. Box 1989  
West Palm Beach, FL 33402
  
5. **PBC BCC AT-LARGE**  
Bd. County Commissioner  
P.O. Box 1989  
West Palm Beach, FL 33402  
355-2207
  
6. **Mayor, City of West Palm Beach**  
P.O. Box 3366  
West Palm Beach, FL 33402  
659-8000 / 822-1424 (fax#)
  
7. **City of South Bay**  
Bobby "Tony" Smith, City Manager  
335 S.W. 2<sup>nd</sup> Avenue  
South Bay, FL 33493

### REPRESENTATIVES

- Lynda Charles**  
1555 Palm Beach Lakes Blvd.  
Suite 1500  
West Palm Beach, FL 33401  
735-4232 (H) / 471-7700
- Dr. Yvette Coursey, Chair**  
Sickle Cell Foundation  
P.O. Box 3823  
West Palm Beach, FL 33402  
863-8569/833-3113 (w) 659-4505 fax
- Vincent R. Goodman, Vice-Chair**  
450 W. 36<sup>th</sup> Street  
Riviera Beach, FL 33404  
842-6421(H)
- Von Sheila Hatcher**  
4437 Davis Road  
Lake Worth, FL 33461  
(561) 577-2453
- Pamela "Pam" Williams**  
1572 W. 33<sup>rd</sup> Street  
Riviera Beach, FL 33404  
844-4854 (H) / 616-4968 (W)
- Jerry Kelly**  
ECD Dept.  
200 2<sup>nd</sup> Street / P.O. Box 3366  
West Palm Beach, FL 33402  
(561) 822-1258 / (561) 969-1037
- Autrie Moore-Williams**  
P.O. Box 848  
South Bay, FL 33493  
(561) 996-5861 (H) / (561) 914-1511

**BUSINESS/INDUSTRY, SOCIAL SERVICES ETC. (7 Seats)**

8. **Ann Simpson, MSW** **Public Defender's Office**  
4397 Lake Lucerne Circle  
West Palm Beach, FL 33409  
478-1884 (h) / 355-7531
  
9. **Anax Pompilus** **PBC School District**  
3330 Forest Hill Blvd., C-210  
West Palm Beach, FL 33406  
434-8852 / 644-2472 (cell) / 963-3859 (fax #)
  
10. **Evelyn Palencia** **Florida Rural Legal Services, Inc.**  
3111 S. Dixie Hwy., Suite 140  
West Palm Beach, FL 33405  
820-8902 / 820-8892 (fax)
  
11. **Kathy Beeson** **Dept. of Children & Families**  
ACCESS Community Partner Liaison  
111 S. Sapodilla Street  
West Palm Beach, FL 33401  
(561) 837-5660
  
12. **Tequisha Myles** **PBC Legal Aid Society**  
423 Fern Street, Suite 220  
West Palm Beach, FL 33401  
655-8944 ext. 296 / 655-5269 (fax #)
  
13. **Esaie LaRose**  
904 37<sup>th</sup> Street  
West Palm Beach, FL 33407  
(561) 371-9787
  
14. **Teresa Johnson, Secretary/Treasurer** **The Urban League of PBC**  
1700 N. Australian Ave.  
West Palm Beach, FL 33407  
(561) 833-1461 ext. 3004 / fax: 833-6050

**REPRESENTATIVES OF THE POOR (9 Seats)**

15. **Vacant**

16. **Yvette Jakes**  
5874 Whirla Way Road  
Palm Beach Gardens, FL 33418  
624-5661 (Home)  
841-8180 (Work)

**Jupiter**

17. **Asleen Stepherson**  
1417 West 33<sup>rd</sup> Street  
Riviera Beach, FL 33404  
863-1640 / 494-1900 (work)

**Riviera Beach**

18. **Tombalena Guyton**  
1917 Baythorne Road  
West Palm Beach, FL 33415  
357-7967 / 655-4120 (w) / 722-1460 (cell)

**Lake Worth TAC**

19. **Mildred Edwards**  
40 S.W. 7<sup>th</sup> Avenue  
Delray Beach, FL 33444  
(561) 674-2424

**Delray Beach TAC**

20. **Phyllis Clark**  
P.O. Box 713 / 502 Oak Court  
South Bay, Florida 33493  
992-7929 (h) / 996-8710 (w)

**South Bay**

21. **Loretha Daniels**  
2513 S.E. 2<sup>nd</sup> Street  
Boynton Beach, FL 33435  
586-3500

**Boynton Beach**

22. **Lillie Pettigrew**  
751 Palm Blvd.  
Pahokee, FL 33476  
924-3500 (H)

**Pahokee**

**REPRESENTATIVES OF THE POOR (9 Seats) - Cont'd**

23. **Angelia Fowler**  
1665 Haverhill Rd. N.  
West Palm Beach, FL 33417  
(561) 688-2867

**West Palm Beach**

24. **Robert Walker**  
816 S.E. 2<sup>nd</sup> Street  
Belle Glade, FL 33430  
(561) 261-0161 (cell)  
(561) 992-0997 (home)

**Belle Glade**