

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

BOARD APPOINTMENT SUMMARY

Meeting Date: February 24, 2009

Department: Criminal Justice Commission

Advisory Board: Criminal Justice, Mental Health and Substance Abuse Planning Council

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve: The following appointments to the Criminal Justice, Mental Health and Substance Abuse Planning Council, effective February 24, 2009:

| <u>Appoint Nominee</u> | <u>Seat No.</u> | <u>Seat Requirement</u> |
|------------------------|-----------------|---|
| Ms. Victoria Cury | 16 | Family member of primary consumer of community-based treatment services |
| Ms. Diana Stanley | 17 | Representative from an area homeless program |
| Mr. Alton Taylor | 11 | Director of local substance abuse treatment program |
| Mr. Charles Trotta | 10 | Director of County Probation or Pretrial Intervention program |
| Ms. Michelle Woodside | 15 | Primary consumer of substance abuse services |

Summary: The Palm Beach County Board of County Commissioners enacted Resolution No. 2007-1639, which originally established the 19 member Palm Beach County Criminal Justice, Mental Health and Substance Abuse Planning Council. Thereafter, on April 1, 2008, the Board approved Resolution No. 2008-0559 amending the original resolution to add six (6) additional member seats to the Council. The Criminal Justice Commission recommends the appointment of Ms. Victoria Cury, Ms. Diana Stanley, Mr. Alton Taylor, Ms. Charles Trotta and Ms. Michelle Woodside who desires to serve as Planning Council representatives effective February 24, 2009. Countywide (DW)

Background and Justification: The Council will plan, implement, or expand initiatives that increase public safety, avert increased spending on criminal justice, and improve the accessibility and effectiveness of treatment services for adults and juveniles who have a mental illness, substance abuse disorder, or co-occurring mental health and substance abuse disorders; make formal recommendations on how grants may best be implemented; prepare the Florida Substance Abuse and Mental Health Corporation, Inc. grant for review.

Attachments:

1. Board Appointment Form and Résumé for five (5) nominees
2. Resolutions R2007-1639 & R2008-0559
3. Criminal Justice, Mental Health and Substance Abuse Planning Council Membership list

Recommended by:  2/28/09
Department Director Date

Legal Sufficiency:  2/19/09
Assistant County Attorney Date

Victoria Cury

My education is in business, sales and marketing. I worked for 12 years as the Administrative Assistant to the President and Board of Directors of a medium sized hospital in Ohio. I relocated to Chapel Hill, North Carolina in 1990 when my husband's corporate headquarters relocated from Philadelphia to Durham, NC. I worked as the Vice President of Sales for an optical wholesale laboratory for approximately 10 years. I relocated to Palm Beach, Florida in December 1999. I received a real estate license, and recently finished the real estate broker's course. I co-own a real estate company.

My husband is a Palm Beach developer, builder. I work with him the building process with regard to design and selecting interior and exterior finishes, as well as selecting landscape materials. I am also involved in the sales and marketing of his projects. I have two sons. My oldest is a client of Oakwood Center of the Palm Beaches, and my youngest is a college student in Gainesville. I have two step-children and five step-grandchildren. I taught Sunday school at Unity Church of the Palm Beaches to two, three and four year old children for two years.

DIANA L. STANLEY

1801 NE 28th Terrace
Pompano Beach, FL 33062

(954) 784-0005 Home
(315) 440-2855 Cell
alexginna@aol.com

CAREER OBJECTIVE: Provide experienced leadership as an Executive Director or Vice President for Fund Development in a mission-driven not-for-profit agency, health care facility or Institution of Higher Education.

EXECUTIVE SUMMARY: Experienced Executive Director and Vice President for Fund Development with significant success in diverse non-profit agencies. Personally committed to identifying and exceeding fund raising goals through effective executive leadership, fund development, empowered teams, technology and community involvement. Provide executive leadership to oversee and effectively manage day-to-day operations, human resource, financial planning, budgetary procedures, strategic planning and community collaboration.

KEY STRENGTHS:

Executive Skills

- Mission/ Driven
- Tactical and Strategic Planning
- Business Acumen
- Coalition Builder
- Change Leader
- Results Driven
- Leadership
- Team Development
- Technology savvy
- Government Relations

Fund Development Skills

- Capital Campaigns (all phases)
- Board Development
- Major Gifts
- Volunteer Programs
- Electronic Prospect Research
- Planned Giving
- Starting Endowments
- Special Events
- Planned Giving
- Annual Giving
- Community Relations
- Grant Writing

PREFERRED POSITION: Executive Director or Vice President of Development

PREFERRED BUSINESS: Not-for-Profit Organization Directly Serving Community Needs, Health Care Facility, or Institution of Higher Education

PREFERRED LOCATION: Florida

JAN 20 2009
 Pompano Beach, FL
 City of Pompano Beach

PROFESSIONAL EXPERIENCE

Vice President of Customer Relations,
VIP Medical Supplies, Deerfield Beach, FL
01/2006 – Present

VIP Medical Supplies, LLC is our newly formed family owned business. After relocating to South Florida, I decided to take a "sabbatical" leave from the not-for-profit world so that I could assist in the creation of the business. I shared the skills I acquired in the not-for-profit world and spearheaded the creation of a mission based company which is increasing its revenue and sales monthly.

Key Accomplishments:

- Developed operational systems including the implementation of new software to meet our customer's needs.
- Led in the creation of three new revenue producing divisions.
- Secured and serviced new customers, including a home health care corporation generating over \$500,000 annually in potential sales.
- Trained and supervised the sales team in establishing goals and objectives.

Executive Director, Loretto Foundation Syracuse, NY
Vice President of Development, Consultant
Loretto Management Corporation
09/2002 – 02/2006

Loretto is a \$122 M 501 (c) (3) corporation providing long-term care for the frail elderly at 18 locations throughout Central New York. Hold dual responsibility as member of senior management team of Parent Corporation as well as Executive Director of the Loretto Foundation. As part of the senior management team, I assisted in the creation of a long term strategic plan, and in the review of programs, operational procedures and fiscal viability.

Key Accomplishments:

- Re-designed and energized an underperforming fund development/foundation office.
- Fund development efforts (2004) met all required corporate fiscal objectives with excess revenue to further enhance life of residents.
- Planned and implemented a \$1 million Capital Campaign for a long-term health care program, *PACE CNY*. Results exceeded the goal 7 months ahead of schedule. This was the first time in the history of the agency, that a Campaign exceeded its goal.
- Restructured the fund development program to merge two Boards of Directors to capitalize on Board fundraising participation.
- Implemented a new Tribute program which resulted in attracting 50% increase in new donors.
- Reformulated a Major Gifts Program resulting in a 21% increase within 1st year.

- Identified new constituencies of support by conducting prospect research.
- Became one of Loretto's spokesperson about the issues surrounding aging in our society.

Director of Development

The Salvation Army Syracuse, NY
04/1997 - 09/2002

Key Accomplishments:

- Member, senior management team.
- Led a fund development team with a 7-year record of exceeding yearly fund raising objectives.
- Orchestrated computer conversion, which permitted the team to build ongoing relationships with current donors.
- Designed and implemented a successful Major Gifts Program.
- Launched a personal yearly giving program for Advisory Board Members.
- Achieved over a 300% increase in endowment revenue.
- Significantly reduced fund raising costs while increasing revenue.
- Secured complete corporate sponsorship for annual special events.
- Built strong relationships with media, both print and electronic. These partnerships educated the community about agency programs and assisted in fund development efforts.
- Initiated annual campaigns and designed a comprehensive segmentation program for yearly mail appeals.
- Designed and coordinated a successful team-based capital campaign.

Director of Fund Campaigns

State University of NY Health Science Center Foundation, Syracuse NY
07/1996 - 04/1997

Key Accomplishments:

- Developed process to integrate management of four separate endowment campaigns. Coordination included preparing feasibility studies, donor analysis, and production of publications and recruitment of community leaders for the endowment advisory board.
- Redesigned and coordinated annual fund-raising gala that resulted in a 23% increase in net revenues compared to all previous events.
- Worked with physicians/department chairs to establish new endowments.

Executive Director

Girls Inc., Sioux City, Iowa
12/1995 - 06/1996

Key Accomplishments:

- Created new format for annual event. Generated a 60% increase over previous year's annual event.
- Increased United Way funding by 18% in less than 5 months.
- Attracted community leaders to serve on Board of Directors.
- Implemented a computerized fund development system.
- Developed a successful plan to attract more young women.
- Restructured organization to eliminate budget deficits.

- Developed city-wide survey to determine new opportunities to meet needs/interests of constituents.
- Developed a human resources policy manual.
- Initiated strategic planning process to involve Board members.

Vice President Development

Vera House, Syracuse, NY

04/1992 – 12/1995

Vera House's mission is to end all domestic and sexual violence, to assist families in crisis, to support those affected by domestic and sexual violence to live safe, self-sufficient lives, to empower women and children, and to promote a culture of equality and respect in relationships.

Key Accomplishments:

- Started the Vera House Foundation.
- Managed all aspects of the annual black tie special event. Secured 100% underwriting. Attendance increased each year to over 800 attendees in 1995.
- Created the "White Ribbon Campaign", a program to encourage men to become involved to end domestic violence. This campaign has grown to become a major, annual fund raising event and the seminal community awareness program for the agency.
- Established a comprehensive fund development program including special events, mail appeals, newsletters and donor cultivation.
- Networked with companies and businesses to include Vera House in their annual giving.
- Energized Foundation members to become ambassadors for Vera House.

ADDITIONAL PROFESSIONAL EXPERIENCE:

- **Director of Development**, Onondaga Pastoral Counseling Center
- **Director of Development**, The Salvation Army, Syracuse Area
- **Director of Admissions**, St. Thomas University, Miami FL
- **Development Coordinator**, St. Thomas University, Miami FL

Education:

- State University of New York, Binghamton 30 Credits – Masters Degree
Human Resources/Information Management Systems
- University of Pittsburgh Bachelors Degree-Journalism 1981

PROFESSIONAL VITA

ALTON TAYLOR

Professional Vita

Summary

A native of Palm Beach County, Mr. Taylor has dedicated a substantial portion of his professional life to promoting, developing, implementing, and managing behavioral health systems that facilitate recovery pathways for individuals and families struggling with substance abuse and mental health problems. Mr. Taylor has been employed with Drug Abuse Foundation for nearly 26 years.

Education

- **Masters Degree**
Florida Atlantic University
Major/Area of Study: Psychology and Education
 - **Bachelors Degree**
Palm Beach Atlantic University
Major/Area of Study: *Psychology and Business Administration*
-

Professional

- **Executive Director/CEO**
Drug Abuse Foundation of Palm Beach County, Inc.
Present
- **Deputy Director**
Drug Abuse Foundation of Palm Beach County, Inc.
1985
- **Quality Assurance Director**
Drug Abuse Foundation of Palm Beach County, Inc.
1984
- **Information Systems Consultant**
BusiSoft Services
1983
- **Therapist**
Drug Abuse Foundation of Palm Beach County, Inc.
1982
- **Crisis Counselor**
South County Mental Health Center, Inc.
1979

PROFESSIONAL VITA

COMMUNITY/ INDUSTRY INVOLVEMENT

- **Former Chairman**
Palm Beach County Board of Commissioner's
Advisory Committee On Health/Human Services
- **Chairman**
Delray Beach Drug Task Force
- **Board Member**
Crossroads Club
- **Council Member**
Palm Beach County's Criminal Justice Coordinating Council
Statutorily Required Advisory Body to the Palm Beach County
Board of Commissioners
- **Member**
Florida Alcohol & Drug Abuse Association
- **Former Member**
Florida Council of Community Mental Health Centers
- **Member**
Palm Beach County Youth Violence Task Force
- **Member**
Palm Beach County Strategic Planning Group for Mental
Health & Substance Abuse Services

RESUME

CHARLES TROTTA
105 Elysium Drive
Royal Palm Beach, FL 33411

Home: (561) 795-6783

Occupational Objective Public Service.

Experience Highlights

Palm Beach County Elder Justice Center
West Palm Beach, FL
-Program Manager-

July 2008
to
Present

At the request of the Palm Beach County Justice Services Division Director assumed responsibility for managing a program which provides guidance and referrals to persons 60 years of age and older who have matters pending before the court, ensuring full access to the courts and various programs.

Palm Beach County Pretrial Services Program
West Palm Beach, FL
-Program Manager-

April 1992
to
Present

Hired following a nationwide search to design, develop, implement and manage a pretrial services program. Created the procedure manual, information system, and data collection forms used to operate and evaluate all aspects of program functions. Duties include supervisory and administrative work in planning and directing all functions and operations of 25 professionals and support staff, with offices located in each of the four county courthouses, as well as an intake office operating 365 days per year at the Gun Club Criminal Justice Complex; implementing policies and procedures; preparing and overseeing a budget of over \$1,000,000; writing performance evaluations; issuing counseling forms/disciplinary actions; handling employee complaints and grievances; recommending the hiring, termination and promotion of staff; defining requirements for staff training; evaluating program needs; handling client and public sector concerns; performing related work requiring a high degree of independent initiative; assisted consultants from the American University with the design of a process evaluation to measure the effectiveness of procedures instituted in the program's manual of standard operating procedures.

County Court Community Services Program
-Program Manager-

December 1993
to
Present

At the request of the Court Administrator, assumed responsibility for managing a community service program to which referrals are made from DUI Court for performance of statutorily mandated 50 hours; referrals also come from county criminal courts; created the information system used to track resource agencies and client referral; assisted the Palm Beach County Auditor in designing the internal evaluation used to measure the program's compliance with procedures.

Supervised O.R. Program
-Program Manager-

June 1995
to
Present

Pursuant to an American University study which recommended instituting a supervision component for the Palm Beach County Pretrial Services Program, designed, developed and implemented a Supervised O.R. Program which currently supervises 1200 to 1500 individuals; created the procedure manual, information system, and data collection forms used to operate and evaluate all aspects of program functions; assisted the Palm Beach County Internal Auditor in designing the internal evaluation used to measure the Supervised O.R. Program's compliance with published procedures.

15th Judicial Circuit Municipality Based Community Service Program
-Program Manager-

June 1997
to
Present

At the request of County Court judiciary, assisted in the design, development, implementation and management of a program which applies the principles of restorative community justice by referring individuals to perform community service in and for the jurisdiction in which they committed their offenses; created the information system used to track resource agencies and client referral.

15th Judicial Circuit/Palm Beach County Drug Court
-Planning Coordinator-

November 1999
to
October 2004

At the request of Court Administrator, and the Chief Judge, assisted in the design, development and implementation of a Drug Court. Created the manual of standard operating procedures as well as donated an information system which, together, were recognized by the National Drug Court Institute as contributing factors in the Drug Court becoming a "mentor" court; assisted in the design of two process evaluations of the Drug Court. Served as liaison for Court Administration until county funded court programs were placed under the auspices of Palm Beach County Public Safety Department, Justice Services Division.

15th Judicial Circuit Court Based Employment Service
-Program Manager-

January 1994
to
October 2004

At the request of Circuit Court judiciary, designed, developed, implemented and managed a program which assisted individuals involved in the Court system with finding employment; created the information system used to track employment referrals. Program expired due to lack of funding.

15th Judicial Circuit Driver's License Assistance Program
-Program Manager-

January 1996
to
October 2000

At the request of County Court judiciary, designed, developed, implemented and managed a pilot program which assisted individuals charged with driving while license suspended or revoked in securing a valid driver's license; created the information system used to track client progress. Program was privatized in FY01.

15th Judicial Circuit Court Immobilization Program

-Program Manager-

November 1997
to
October 2000

At the request of Court Administrator, assisted in the design, development, implementation and management of a pilot program designed to offer a cost-effective means, both for the court and defendants, to ensure the F.S. 316.193 (6)(d) immobilization sanctions were carried out for individuals convicted of convicted of D.U.I.; created the information system used to track immobilizations. Program privatized in FY01 and administered by Court Administration.

**Greater Cincinnati Bail Project, Inc.
Cincinnati, Ohio**

-Intern Coordinator-BPDMS Coordinator-

January 1988
to
March 1992

Served as intern coordinator between the Bail Project and the three major Cincinnati universities; conducted research in the areas of database management, spreadsheet management, networking and telecommunications; generated reports contributing to the efficient operation of office procedures; continued refining the use of the Bail Project Data Management System for pretrial analysis purposes; responsible for researching, writing, and publishing a thorough and accurate annual report.

January 1986
to
January 1988

Designed, developed and implemented a Bail Project Data Management System used to collect and analyze pretrial data on an average of 28,000 individuals per year, as well as systematize and supplement casework efforts for 6,000 clients per year.

**-Volunteer Administrator-
Supervised Release Program**

June 1983
to
January 1986

Joined the Bail Project to assist in the modification, and implementation of a Volunteer Supervised Pretrial Release Program; duties included recruiting, interviewing and assigning volunteers to job positions; trained, supervised, and evaluated volunteers as well as paid Supervised Release staff; researched pretrial release programs/volunteer programs for the purpose of program improvement; worked closely with Judges and Court Officials regarding progress, guidelines, and feedback of pretrial release; established public relations relative to Supervised Pretrial Release and Volunteer concepts for sound volunteer recruitment; managed individual caseload of "high risk" clients.

**University of Cincinnati
University College
Humanities and Social Sciences Department
Cincinnati, Ohio**

-Adjunct Instructor-

January 1984
to

Prepared and presented lectures in the Justice System Technology Program; classes included "Introduction to the Criminal Justice System", "Introduction

March 1992

to Corrections," and "Probation and Parole Officer Skills"; also prepared and administered all tests to measure student comprehension; lectures presented on the main campus as well as Clermont College campus.

**University of Cincinnati
Division of Continuing Education
Cincinnati, Ohio**

-Education Enrichment Instructor-

March 1983
to
May 1987

Instructor in a youth education enrichment program for members of the Ohio Valley Association for Talented and Gifted Children; designed and taught a course entitled, "Justice and Judgement" in which students were exposed to the Criminal Justice System via lectures, demonstrations and hands-on experience.

**Adult Probation Department
Court of Common Pleas
Hamilton County, Ohio**

Probation Officer

-Research and Development Project Coordinator-

November 1982
to
June 1983

Liaison between the probation department and consultants from the National Institute of Corrections and the Ohio Adult Parole Authority; purpose of the project undertaken was to train the probation officer staff in a Caseload Management System endorsed by the NIC; acted as representative of the Probation Department at related sessions attended by representatives from around the state of Ohio; coordinated the inner-departmental manual used; instructed staff as to the system's design, procedures, and purpose; conducted follow-up to insure successful implementation of the system.

Probation Officer

-Management Information System Coordinator-

February 1981
to
June 1983

Designed, developed and implemented a Probation Information System for the Common Pleas Probation Department; assignment included designing the data collection instrument as well as all subsequent system forms, composing instructional manuals for line staff and clerical staff as well as authoring an overview manual for distribution to interested agencies; on-going programming of software formats to insure the successful operation of the system; overseeing and coordinating the administration of the system; continuing public relations regarding the system and other interested agencies; liaison between the probation department, the Hamilton County Regional Crime Information center, and the Hamilton County Regional Planning Unit.

Probation Officer
-Intake Probation Officer-

March 1978
to
February 1981

Conducted pre-sentence investigations of convicted felons in accordance with provisions set out in the Ohio Revised Criminal Code; investigated defendants' legal history and the circumstances surrounding the commission of the offense; investigated the defendant's socio-economic background, familial background, environmental background, industrial history, military service record and any involvement with social agencies; conducted drug dependency investigations, criminal history expungement investigations; compiled and analyzed data relevant to a study of criminal procedures caseload which was used at the Institute for Court Management, Denver, Colorado, and a Seminar on the Courts and Adult Probation, 1978.

-Probation Officer-

February 1975
to
March, 1978

Received cases at the time of probation disposition and initiated a therapeutic plan for the respective needs of the probationer; counseled and directed probationers concerning the conditions of probation and reporting requirements, payment of fines, costs, restitution and other court-ordered responsibilities; interviewed spouses, parents, relatives, members of social agencies, and employers; conducted surveillance of probationers by visits to the home, place of employment, and places frequented by the probationer to insure that the conditions imposed were satisfied; kept detailed case histories and other records on a caseload of 100 to 125 clients; assisted probationers in securing employment; assisted in problem solving matters such as domestic, educational, employment, financial and substance abuse.

Interim Employment

July 1974
to
February 1975

Employed as a roofer and painter while seeking employment in chosen field.

**Defense Contract Administration Services District
Cincinnati, Ohio**

(Work with DCAS was on a part-time basis during collegiate scholastic quarter and on a full time basis during scholastic recess as part of a Federal work program).

-Assistant to the District Commander-

November 1973
to
July 1974

Developed a system for abstracting a voluminous computer printout containing a listing of all defense contracts administered by the Cincinnati district, in order that terms of delivery would be satisfied for the Department of Defense expeditiously; reported to the Commander on the status of delinquent contracts; communicated with the regional office in Cleveland, Ohio, to determine the course of resolution for delinquent contracts; subsequently acknowledged for reducing the number of delinquent contracts and aiding in a more efficient operation of the contract district.

-Contract Assistant-

February 1973 to November 1973 Initiated correspondence and contract addendums/modifications for signature by the Administrative Contracting Officer to insure that the terms and conditions of defense contracts were met; accompanied the Administrative Contracting Officer to the contracted manufacturers' plants for on-site business.

-File Clerk-

October, 1972 to February 1973 Assigned to the custody of and care for the removal and replacement of defense contract files; prepared and distributed incoming contracts and contract modifications to various departments within the agency and within the boundaries served by the Regional Office in Cleveland, Ohio.

Educational Record

Xavier University
Cincinnati, Ohio

Received the degree of Master of Science in the field of Criminal Justice/
Corrections on December 22, 1984.

University of Cincinnati
Cincinnati, Ohio

Received the degree of Bachelor of Science in the field of Criminal Justice/
Corrections in June, 1974.

Other Training

- 1999 Florida Atlantic University, Open University & Continuing Education
"Managerial Leadership Development", West Palm Beach, FL.
- 1998 Florida Institute of Government, Palm Beach Community College (PBCC) Division
of Continuing Education
"Leadership Through Self-Mastery"; "Diversity Leadership", West Palm Beach, FL.
- 1997 National Center for State Courts, Institute for Court Management
"Court Interpretation: Meeting the Challenge of Linguistic Diversity", Orlando, FL.
- 1997 Florida Institute of Government, PBCC Division of Continuing Education
"Building High Performance Workteams"; "Managing for Productivity"; "Leading
Organizational Change"; "Values Based Leadership"; "Customer-Focused
Management", West Palm Beach, FL.
- 1997 Judicial Management Council of Florida
"Long Range Strategic Plan for the Courts and Justice System in Florida", Deerfield
Beach, FL.
- 1996 Florida Institute of Government at the University of Central Florida,
"Association of Pretrial Professionals of Florida, Inc. Annual Conference",
Orlando, FL.

- 1994 Bureau of Justice Assistance and State Justice Institute
"Drug Case Management and Treatment Intervention", Clearwater, FL.
- 1992 American Probation and Parole Association and Pretrial Services Resource Center
"A Systemwide Approach to Drug Testing", Clearwater Beach, FL.
- 1983 Northern Kentucky University
"Fundamentals of Volunteers in Management", Highland Heights, KY .
- 1982 SAS Institute, Cary, North Carolina
"Statistical Analysis System Software", Detroit, MI.
- 1975 Ohio State University, Program for the Study of Crime and Delinquency
In-service training, Cincinnati, OH.
- 1973 U.S. Department of Justice, Bureau of Prisons
30 hours training in Jail Administration, Cincinnati, OH.

Organization Affiliation

- 1993-Present Member, Association of Pretrial Professionals of Florida.
- 1992-Present Member, National Association of Pretrial Services Agencies.
- 2001 - 2004 Founding Member and Membership Chairperson, Florida Association of Drug Court Professionals.
- 1998 - 2000 President, Association of Pretrial Professionals of Florida.
- 1995 - 1998 Treasurer, Association of Pretrial Professionals of Florida.
- 1993 - 1996 Editor, Association of Pretrial Professionals of Florida newsletter.
- 1975 - 1983 Ohio Court and Correctional Services Administration.
- 1975 - 1983 Southwest Ohio Correctional Workers Association.

Committee Affiliation

- 1994-Present Corrections Task Force, Palm Beach County Criminal Justice Commission (CJC).
 - 2006 Youth Violence Prevention Steering Committee, CJC.
 - 2002 Community Justice Task Force, CJC.
- 2001 - 2002 Ex-Offender Re-Entry Initiative Workgroup, CJC.
 - 2000 15th Judicial Circuit "State of the Court" Report Committee.
- 1999 - 2000 Drug Court Planning Committee, CJC.

- 1995 - 1998 Court System Task Force, CJC.
- 1993 - 1998 Criminal Justice Information System (CJIS).
- 1995 - 1996 15th Judicial Circuit Recognitions/Awards Nomination Committee.

Presentations

- 2003 Member of 15th Judicial Circuit 4 person team display showcase at the County Court Judges Conference, Ft. Myers, FL.
- 2002 Member of 15th Judicial Circuit Drug Court Team, Mentor Court display showcase, National Association of Drug Court Professionals conference, Washington, DC.
- 2002 Faculty Member, National Association of Drug Court Professionals 8th Annual Training Conference, Washington, DC.
- 2002 Faculty Member, Florida Association of Drug Court Professionals statewide conference, Lake Buena Vista, FL.
- 2001 Faculty Member, Association of Pretrial Professionals of Florida statewide conference, Sarasota, FL.
- 2000 Faculty Member, Association of Pretrial Professionals of Florida statewide conference, Kissimmee, FL.
- 1999 Coordinator for the Association of Pretrial Professionals of Florida annual training conference, Ft. Lauderdale, FL.
- 1999 Faculty Member, National Association of Pretrial Services Agencies annual training conference, Reno, NV.
- 1998 Faculty Member, National Association of Pretrial Services Agencies annual training conference, Philadelphia, PA.
- 1999 Coordinator for the Association of Pretrial Professionals of Florida annual training conference, Clearwater Beach, FL.
- 1997 - 1998 Designed and maintained initial 15th Judicial Circuit website in conjunction with Court Administration Technology personnel.
- 1995 Editorial Staff, "Fifteenth Circuit Courier" 15th Judicial Circuit Administrative Office of the Court.
- 1995 Faculty Member, Association of Pretrial Professionals of Florida statewide conference, Melbourne, FL.
- 1985 Guest Speaker, Community Chest and Council of the Cincinnati Area, Northern Kentucky University, Highland Heights, KY.

- 1983 Workshop speaker, "The Use of Behavioral Objectives in the Supervision of Offenders, University of Cincinnati, Cincinnati, OH.
- 1980 Group moderator, Hamilton County Adult Probation Department, "Post-Conviction Intervention" workshop, Cincinnati, OH.

Recognition/Awards

- 2005 15th Judicial Circuit Certificate of Appreciation for Pretrial Services Program efforts during Hurricane Wilma.
- 2004 Florida Association of Drug Court Professionals appreciation award for Outstanding Service.
- 2001 Honorary Lifetime Member Award, Association of Pretrial Professionals of Florida.
- 1999 Davis Productivity Award for 15th Judicial Circuit Court Operations (Court Services) Office.
- 1998 Name placed on roster of consultants, Criminal Courts Technical Assistance Project, American University, School of Public Affairs, Washington, DC.
- 1998 Professional Excellence Award, Association of Pretrial Professionals of Florida.
- 1997 Davis Productivity Award (shared), with other 15th Judicial Circuit Court programs.
- 1996 Certificate "For the Contributions to the Success of the Association of Pretrial Professionals of Florida".
- 1995 15th Judicial Circuit Recognition Award for "Outstanding Court Program" - Court Based Employment Service.
- 1988 Letter of thanks from City of Cincinnati Solicitor for participation in the Legal Apprenticeship Program, Public Sector Committee, Cincinnati Bar Association/Black Lawyers Association Roundtable.
- 1986 - 1989 Recognition certificate for service as Field Service Supervisor, University of Cincinnati College of Education Criminal Justice Program.
- 1982 Acknowledged by the Ohio Adult Parole Authority as a member of "The Case Management System Implementation Team", modeled by the National Institute of Corrections.
- 1974 Junior Achievement Advisor, Cincinnati, OH.

Outside Activities

Computers, photography, music.

Personal

Born: 4/14/52; height: 5'10"; weight: 195 lbs.; excellent health; married; one child.

References Available upon request.

MICHELLE LOUISE WOODSIDE CBHT, CAS, CAC
860 ROYAL PALM BEACH BOULEVARD
ROYAL PALM BEACH, FLORIDA 33411

Objective: To obtain a position that will allow me to utilize my experience in Substance Abuse and Counseling, as well as help me grow both professionally and personally.

Education: Palm Beach Community College
CAP classes
2003-2005

Barry University
2005-present
Dual degree in Bachelor of Science specializing in Business Administration
and BLS specializing in Psychology

Experience: Spherion/Norrell
Training Advisor/Supervisor
July 1998-August 2001

Directly responsible for training and supervising up to 30 Customer Service Representatives for United Parcel Service. Educated them in all aspects of customer service. Conducted daily in-house and corporate test calls for quality assurance. Ran daily reports for schedule adherence, average handle time, call monitoring tool scores and attendance. Directly responsible for team meeting and motivational activities for all representatives on team. Trained Customer Service Representatives for United States Census in 2000 and followed Representatives to floor to supervise.

Genesis Recovery Residence
Behavioral Health Tech

February 2004 – February 2005

Responsible to monitor all clients in residential treatment setting. Drug screening of female client upon admissions. Monitored clients during medication distribution. Scheduled and transported clients to all outside medical appointments and 12 step meetings. Maintained atmosphere and daily room checks. Greet and welcome all new clients upon admission. Responsible for logging and reporting all incidents which may have occurred on shift, mailings, faxing, multiple phones and data entry.

Genesis Recovery Residence

Promoted to Substance Abuse Therapist

February 2005 – September 2008

Assist clients in achieving treatment plans, goals and objectives through exploration of problems and their ramifications; examination of attitudes, beliefs and behaviors; consideration of alternative solutions through cognitive restructuring and help with healthier decision making. Responsible for one on one counseling as well as group therapy, relapse prevention, women's issues and didactic lecture groups. Required to

create and implement a treatment plan that will meet each client's individual needs. Also responsible for client's education, case management and consultation with treatment in regards to client treatment and services. Also familiar with Department of Children and Family Services of Florida's annual audits.

New Options of Royal Palm Beach

February 2006 – present

DUI Substance Abuse Therapist

Responsible for conducting group therapy and one on one sessions, for DUI clients who were contracted to attend substance abuse counseling through Pride Probation.

Transformations Treatment Center

September 2008 – present

Program Director

Oversees all aspects of daily operations. Adherence to DCF mandates 65 D.30, implementing all policy and procedures. Administering Psychosocial Assessments to all new admits to ensure proper modality of care. Substance abuse therapy for both substance abuse group and individual sessions. Interview prospective employees, assist Clinical Director in yearly audits from DCF, conduct in-service staff trainings and meetings.

Certifications/Licensures: Certified Behavioral Health Tech CBHT
Certified Addictions Specialist CAS
Certified Addiction Counselor CAC
First AID
CPR

Awards: Outstanding Drug Court Graduate 2006

Awarded personally by Governor Bush for fighting substance abuse in the community.

References: Available upon request

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, ESTABLISHING THE PALM BEACH COUNTY CRIMINAL JUSTICE, MENTAL HEALTH, AND SUBSTANCE ABUSE PLANNING COUNCIL PURSUANT TO HOUSE BILL 1477.

WHEREAS, House Bill 1477 created the Criminal Justice, Mental Health, and Substance Abuse Reinvestment Grant Program within the Department of Children and Family Services; and

WHEREAS, in order to apply for funds through the grant program, House Bill 1477 requires that the Board of County Commissioners establish a Criminal Justice, Mental Health, and Substance Abuse Planning Council; and

WHEREAS, the Board of County Commissioners hereby desires to create a Criminal Justice, Mental Health, and Substance Abuse Planning Council and to designate said Council as the planning council for the Criminal Justice, Mental Health, and Substance Abuse Reinvestment Grant Program.

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

1. **ESTABLISHMENT.** The Criminal Justice, Mental Health, and Substance Abuse Planning Council is herein established and shall be staffed and administered by the Criminal Justice Commission.

2. **MEMBERSHIP.** The Council shall consist of the following members:

- State Attorney or designated assistant state attorney;
- Public Defender or designated assistant public defender;
- Circuit Judge designated by the Chief Judge;
- County Judge designated by the Chief Judge;
- Chief Correctional Officer or designee (Sheriff);
- Police Chief designated by local Police Chief's Association;
- State Probation Circuit Administrator or his/her designee;
- Court Administrator or designee;
- Chair of the Board of County Commissioners or another County Commissioner designated by the Chair;

- Director of any County Probation or Pretrial Intervention Program or designee;
- Director of a local substance abuse treatment program or designee;
- Director of a community mental health agency or designee;
- Representative of the Substance Abuse and Mental Health Program Office of the Department of Children and Family Services;
- A primary consumer of mental health services;
- A primary consumer of substance abuse services;
- A family member of a primary consumer of community based treatment services;
- A representative from an area homeless program;
- Director of the detention facility of the Department of Juvenile Justice or designee;
- Chief probation officer of the Department of Juvenile Justice or designee;

3. PURPOSE. The committee shall meet to:

- Plan, implement, or expand initiatives that increase public safety, avert increased spending on criminal justice, and improve the accessibility and effectiveness of treatment services for adults and juveniles who have a mental illness, substance abuse disorder, or co-occurring mental health and substance abuse disorders and who are in, or at risk of entering, the criminal or juvenile justice systems; and
- Make formal recommendations to the Board of County Commissioners regarding how the Criminal Justice, Mental Health, and Substance Abuse Reinvestment Grant Program may best be implemented within Palm Beach County; and
- Prepare the application on behalf of county administration for submission to the Florida Substance Abuse and Mental Health Corporation, Inc. for review.

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

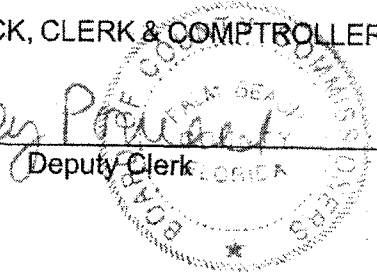
| | | |
|---|---|--------|
| Commissioner Addie L. Greene, Chairperson | - | Aye |
| Commissioner John F. Koons, Vice Chair | - | Aye |
| Commissioner Karen T. Marcus | - | Aye |
| Commissioner Robert J. Kanjian | - | Aye |
| Commissioner Mary McCarty | - | Absent |
| Commissioner Burt Aaronson | - | Absent |
| Commissioner Jess R. Santamaria | - | Aye |

The Chairperson thereupon declared the Resolution duly passed and adopted this 25th day of September, 2007.

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

SHARON R. BOCK, CLERK & COMPTROLLER

By: *Tracy Powell*
Deputy Clerk



APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: *[Signature]*
Assistant County Attorney

1ST AMENDMENT TO RESOLUTION NO. R-2007-1639

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, ESTABLISHING THE PALM BEACH COUNTY CRIMINAL JUSTICE, MENTAL HEALTH AND SUBSTANCE ABUSE PLANNING COUNCIL, PURSUANT TO HOUSE BILL 1477.

WHEREAS, House Bill 1477 created the Criminal Justice, Mental Health, and Substance Abuse Reinvestment Grant Program within the Department of Children and Families; and

WHEREAS, in order to apply for funds through the grant program, House Bill 1477 requires that the Board of County Commissioners establish a Criminal Justice, Mental Health, and Substance Abuse Planning Council; and

WHEREAS, the Board of County Commissioners hereby desires to create a Criminal Justice, Mental Health and Substance Abuse Planning Council and to designate said Council as the planning council for the Criminal Justice, Mental Health and Substance Abuse Reinvestment Grant Program.

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

1. **ESTABLISHMENT.** The Criminal Justice, Mental Health, and Substance Abuse Planning Council is herein established and shall be staffed and administered by the Criminal Justice Commission.
2. **MEMBERSHIP.** The Council shall consist of the following members:
 - State Attorney or designated assistant state attorney;
 - Public Defender or designated assistant public defender;
 - Circuit Judge designated by the Chief Judge;
 - County Judge designated by the Chief Judge;
 - Chief Correctional Officer or designee (Sheriff);
 - Police Chief designated by local Police Chief's Association;
 - State Probation Circuit Administrator or his/her designee;
 - Court Administrator or designee;
 - Chair of the Board of County Commissioners or another County Commissioner designated by the Chair;
 - Director of any County Probation or Pretrial Intervention Program or designee;
 - Director of a local substance abuse treatment program or designee;

- Director of a community mental health agency or designee;
- Representative of the Substance Abuse and Mental Health Program
Office of the Department of Children and Family Services
- A primary consumer of mental health services;
- A primary consumer of substance abuse services;
- A family member of a primary consumer of community based
treatment services;
- A representative from an area homeless program;
- Director of the detention facility of the Department of Juvenile Justice
or designee;
- Chief probation officer of the Department of Juvenile Justice or
designee;
- Chief Judge, 15th Judicial Circuit
- Director of the Palm Beach County Health Department or designee;
- Representative of the Palm Beach County School District
- Representative of the Children's Services Council
- A Practicing Psychiatrist
- Representative from Area Agency on Aging Palm Beach/Treasure
Coast, Inc.

3. PURPOSE. The committee shall meet to:

- Plan, implement, or expand initiatives that increase public safety, avert increased spending on criminal justice, and improve the accessibility and effectiveness of treatment services for adults and juveniles who have a mental illness, substance abuse disorder, or co-occurring mental health and substance abuse disorders and who are in, or at risk of entering, the criminal or juvenile justice systems; and
- Make formal recommendations to the Board of County Commissioners regarding how the Criminal Justice, Mental Health, and Substance Abuse Reinvestment Grant Program may best be implemented within Palm Beach County; and
- Prepare the application on behalf of county administration for submission to the Florida Substance Abuse and Mental Health Corporation, Inc. for review.

The foregoing amended Resolution was offered by Commissioner Marcus, who moved its adoption. The motion was seconded by Commissioner ^{Jeff Koons}, and upon being put to a vote, the vote was as follows:

| | | |
|---|---|-----|
| Commissioner Addie L. Greene, Chairperson | - | Aye |
| Commissioner John F. Koons, Vice Chair | - | Aye |
| Commissioner Karen T. Marcus | - | Aye |

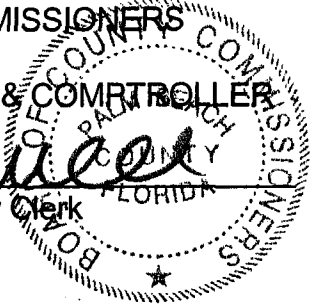
Commissioner Robert J. Kanjian -Aye
Commissioner Mary McCarty -Aye
Commissioner Burt Aaronson -Aye
Commissioner Jess R. Santamaria -Aye

The Chairperson thereupon declared the amended Resolution duly passed and adopted this 1st day of April, 2008.

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

SHARON R. BOCK, CLERK & COMPTROLLER

By: Nancy Poirier
Deputy Clerk



APPROVED AS TO FORM AND
LEGAL SUFFICIENCY,

By: [Signature]
Assistant County Attorney



Palm Beach County Criminal Justice Commission
CRIMINAL JUSTICE, MENTAL HEALTH AND SUBSTANCE ABUSE PLANNING COUNCIL
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(Revised February 5, 2009)

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