

7D-1

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY

Meeting Date: July 20, 2010

Department: Public Affairs

Submitted By: Channel 20

Advisory Board Name: Education and Government Programming Advisory Board

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

A) Appoint (2) At-Large members to the Education and Government Programming Advisory Board for a term of two (2) years.

<u>Appoint: (1)</u>	<u>Seat</u>	<u>Requirement</u>	<u>Nominated By</u>	<u>Term</u>
Sarah Alsofrom	9	Resident of Palm Beach County	Comm. Marcus Comm. Koons Comm. Abrams Comm. Aaronson	07/20/10 - 7/19/12
or				

Marvin Hubert	9	Resident of Palm Beach County	Comm. Taylor	07/20/10 - 7/19/12
---------------	---	-------------------------------	--------------	--------------------

<u>Appoint: (1)</u>	<u>Seat</u>	<u>Requirement</u>	<u>Nominated By</u>	<u>Term</u>
Cheryl Carpenter Klimek	10	Resident of Palm Beach County	Comm. Marcus Comm. Koons Comm. Abrams	07/20/10 - 7/19/12
or				

Sean Jackson	10	Resident of Palm Beach County	Comm. Taylor	07/20/10 - 7/19/12
--------------	----	-------------------------------	--------------	--------------------

Summary: The Education and Government Programming Advisory Board was created by Resolution No. R-91-1489 and amended by Resolution No. R-92-388 on March 17, 1992. The Advisory Board consists of ten (10) At-Large members. Board members represent fields of expertise from the following categories: Broadcast General Manager; Engineer with experience in telecommunication systems; Marketing Director; Cable Industry; Adult Education; PBC Public School System; Member of the BCC; Municipal government representative; and two (2) Citizens-at-Large. The members are appointed by the Board of County Commission and provide assistance in the operation of Channel 20. On May 27, 2010, a memo was sent to the Board of County Commissioners requesting nominations, appointments or reappointments. Countywide (MJ)

Background and Justification: The Education and Government Programming Advisory Board consists of ten (10) members and was established by Resolution No. R-91-1489 on October 15, 1991. The Advisory Board was created to provide input and assistance in the operation of Palm Beach County Channel 20. Board members review various means to provide education and government programming to residents, provide input on marketing strategies, funding alternatives and technical recommendations. The EG Board has 10 member seats currently filled and a diversity count of : White: 7 (70%), Black: 1 (10%), and Hispanic: 2 (20%). The gender ratio (male: female) is 3:7.

- Attachments:**
- 1) Memo to the BCC
 - 2) Board Appointment Information Forms
 - 3) Resumes for Mr. Hubert, Ms. Alsofrom, Mr. Jackson, and Ms. Carpenter Klimek
 - 4) Palm Beach County Ethics Forms
 - 5) Sunshine Amendment Acknowledgement Forms
 - 6) Current List of Advisory Board Members
 - 7) Resolution No. R-91-1489; Resolution No. R-92-388
 - 8) 2009 & 2010 EG Board attendance Record.

Recommended by: [Signature] Department Head Date

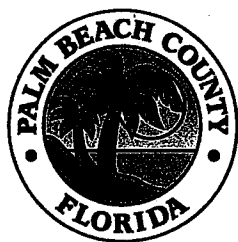
Legal Sufficiency: [Signature] Assistant County Attorney Date 7/12/10

II. REVIEW COMMENTS

Other Department Review:

Department Director

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)



Public Affairs Department

P.O. Box 1989

West Palm Beach, FL 33402-1989

(561) 355-2754

FAX: (561) 355-3819

www.pbcgov.com



**Palm Beach County
Board of County
Commissioners**

Burt Aaronson, Chair

Karen T. Marcus, Vice Chair

Jeff Koons

Shelley Vana

Steven L. Abrams

Jess R. Santamaria

Priscilla A. Taylor

County Administrator

Robert Weisman

*"An Equal Opportunity
Affirmative Action Employer"*



Memorandum

Date: May 27, 2010

To: Honorable Burt Aaronson, Chair and Members
Board of County Commissioners

Thru: Lisa De La Rionda 
Director, Public Affairs Department

From: Lester Williams 
Station Manager, PBC TV Channel 20

Re: Ed. and Gov't Programming Advisory Board Appointments

This memo is a request for nominations and reappointments to the Education and Government Programming Advisory Board. The Education and Government Programming Advisory Board currently has two (2) members whose terms are expiring and who have expressed an interest in continuing on the board.

Advisory Board Seat Number Nine is currently filled by Sarah Alsofrom. The requirement for this seat is to be a resident of Palm Beach County. Ms. Alsofrom meets this requirement. This reappointment would be for a term of two years. The current term for Sarah Alsofrom expires on June 29, 2010. Ms. Alsofrom would like to be reappointed.

Advisory Board Seat Number Ten is currently filled by Cheryl Carpenter-Klimek. The requirement for this seat is to be a resident of Palm Beach County, which she meets. This appointment would be for a term of two years. The current term for Cheryl Carpenter-Klimek expires on May 31, 2010. Ms. Carpenter-Klimek would like to be reappointed.

We have attached completed Board Appointment information forms for the individuals who wish to be nominated and reappointed to the above mentioned seats. We have also attached blank Board Appointment information forms for your nominations. Please fill out the forms completely and return to me by Tuesday, June 15 so we may prepare an agenda item for your consideration on the Tuesday, July 20, 2010 agenda.

Attachment # 1



Education and Government Programming Advisory Board Appointments
May 27, 2010
Page Two

If you have any questions concerning these appointments or need additional information, you may contact me in the office at 561-355-2282. Thank you for your assistance.

Attachments

cc: Brad Merriman, Assistant County Administrator
Carey O'Donnell, Chair
Education and Government Programming Advisory Board

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

The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form MUST BE COMPLETED IN FULL. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or résumé to this form.

Part I (to be filled out by Department): (Please Print)

Board Name: Education and Government Programming Advisory Board

☒ At Large Appointment

or

☐ District Appointment

Term of Appointment: 2 Years. From: _____ To: _____

Seat Requirement: Resident of Palm Beach County Seat #: 9

☒ *Reappointment

or

☐ New Appointment

or ☐ to complete the
term of _____

Due ☐ resignation ☐ other
to: _____

Completion of term to
expire 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

Part II (to be filled out and signed by Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Alsofrom Sarah A.
Last First Middle

Occupation/Affiliation: Public Information Officer

Business Name: State Attorney's Office

Business Address: 401 North Dixie Hwy

City & State: West Palm Beach, FL Zip Code: 33401

Residence Address: 1928 Stratford Way

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

Home Phone: (661) 683-0946 Business Phone: (661) 355-7249 Ext.

Cell Phone: (661) 310-7981 Fax: ()

Email Address: Salsofrom@sa15.state.fl.us

Mailing Address preference: ☐ Business ☒ Residence

Have you ever been convicted of a felony: Yes _____ No ☒

If Yes, state the court, nature of offense, disposition of case and date: _____

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)

Applicant's Signature: Sarah Alsofrom Date: 5/12/10

Part III (to be filled out by Commissioner):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Cindy L DeFilippo for Date: 6/4/10
Comm. Karen T. Marcus

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

The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form MUST BE COMPLETED IN FULL. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or resume to this form.

Part I (to be filled out by Department): (Please Print)

Board Name: Education and Government Programming Advisor

☒ At Large Appointment or ☐ District Appointment

Term of Appointment: 2 Years. From: _____ To: _____

Seat Requirement: President of Palm Beach County Seat #: 9

☒ *Reappointment or ☐ New Appointment

or ☐ to complete the term of _____ Due ☐ resignation ☐ other to: _____

Completion of term to expire 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 _____

Part II (to be filled out and signed by Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Alsofrom Sarah A.
Last First Middle

Occupation/Affiliation: Public Information Officer

Business Name: State Attorney's Office

Business Address: 401 North Dixie Hwy

City & State: West Palm Beach, FL Zip Code: 33401

Residence Address: 1928 Stratford Way

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

Home Phone: (601) 683-0946 Business Phone: (601) 355-7249 Ext.

Cell Phone: (601) 310-7981 Fax: ()

Email Address: Salsofrom@sa15.state.fl.us

Mailing Address preference: ☐ Business ☒ Residence

Have you ever been convicted of a felony: Yes _____ No ☒

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code:

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

Applicant's Signature: Sarah Alsofrom Date: 5/12/10

Part III (to be filled out by Commissioner):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: John F. Koon Date: _____

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

The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form MUST BE COMPLETED IN FULL. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or résumé to this form

Part I (to be filled out by Department): (Please Print)

Board Name: Education and Government Programming Advisory Board
☒ At Large Appointment or ☐ District Appointment

Term of Appointment: 2 Years. From: _____ To: _____

Seat Requirement: President of Palm Beach County Seat #: 9
☒ *Reappointment or ☐ New Appointment

or ☐ to complete the term of _____ Due ☐ resignation ☐ other to: _____
Completion of term to expire 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

Part II (to be filled out and signed by Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Alsofrom Sarah A.
Last First Middle

Occupation/Affiliation: Public Information Officer

Business Name: State Attorney's Office

Business Address: 401 North Dixie Hwy

City & State: West Palm Beach, FL Zip Code: 33401

Residence Address: 1928 Stratford Way

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

Home Phone: (661) 683-0946 Business Phone: (661) 355-7249 Ext.

Cell Phone: (561) 310-7981 Fax: ()

Email Address: Salsofrom@sa15.state.fl.us

Mailing Address preference: ☐ Business ☒ Residence

Have you ever been convicted of a felony: Yes _____ No ✓

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code:

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

Applicant's Signature: Sarah Alsofrom Date: 5/12/10

Part III (to be filled out by Commissioner):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Butler Date: _____

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

The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form MUST BE COMPLETED IN FULL. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or resume to this form.

Part I (to be filled out by Department): (Please Print)

Board Name: Education and Government Programming Advisory Board
☒ At Large Appointment or ☐ District Appointment

Term of Appointment: 2 Years. From: _____ To: _____

Seat Requirement: Resident of Palm Beach County Seat #: 9

☒ *Reappointment or ☐ New Appointment
or ☐ to complete the term of _____ Due ☐ resignation ☐ other to: _____
Completion of term to expire 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

Part II (to be filled out and signed by Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Alsofrom Sarah A.
Last First Middle

Occupation/Affiliation: Public Information Officer

Business Name: State Attorney's Office

Business Address: 401 North Dixie Hwy

City & State: West Palm Beach, FL Zip Code: 33401

Residence Address: 1928 Stratford Way

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

Home Phone: (661) 683-0946 Business Phone: (661) 355-7249 Ext.

Cell Phone: (661) 310-7981 Fax: ()

Email Address: Salsofrom@sa15.state.fl.us

Mailing Address preference: ☐ Business ☒ Residence

Have you ever been convicted of a felony: Yes _____ No ☒

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code:

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

Applicant's Signature: Sarah Alsofrom Date: 5/12/10

Part III (to be filled out by Commissioner):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Steven L. Abrams Date: 6/2/10

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

The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form MUST BE COMPLETED IN FULL. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or resume to this form.

Part I (to be filled out by Department): (Please Print)

Board Name: Education and Government Programming Advisory Board

☒ At Large Appointment

or

☐ District Appointment

Term of Appointment: 2 Years. From: _____ To: _____

Seat Requirement: Resident of PBC Seat #: 10

☒ *Reappointment

or

☐ New Appointment

or ☐ to complete the term of _____

Due ☐ resignation ☐ other to: _____

Completion of term to expire 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 _____

Part II (to be filled out and signed by Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Klimek Cheryl Carpenter
Last First Middle

Occupation/Affiliation: Political Consultant

Business Name: Carpenter Klimek & Assoc, Inc.

Business Address: 324 Datura St. Ste. 1114

City & State: West Palm Beach, FL Zip Code: 33401

Residence Address: 9055 Dupont Place

City & State: Wellington FL Zip Code: 33414

Home Phone: (561) 784-7471 Business Phone: (561) 655-7224 Ext.

Cell Phone: (561) 315-6481 Fax: (561) 655-7225

Email Address: cherylpr@aol.com

Mailing Address preference: ☒ Business ☐ Residence

Have you ever been convicted of a felony: Yes _____ No ☒

If Yes, state the court, nature of offense, disposition of case and date: _____

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)

Applicant's Signature: Cheryl Carpenter Date: 5/21/10

Part III (to be filled out by Commissioner):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: John F. Krown Date: _____

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

The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form MUST BE COMPLETED IN FULL. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or resume to this form.

Part I (to be filled out by Department): (Please Print)

Board Name: Education and Government Programming Advisory Board

☒ At Large Appointment

or

☐ District Appointment

Term of Appointment: 2 Years. From: _____ To: _____

Seat Requirement: Resident of PBC Seat #: 10

☒ *Reappointment

or

☐ New Appointment

or ☐ to complete the term of _____

Due ☐ resignation ☐ other to: _____

Completion of term to expire 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 _____

Part II (to be filled out and signed by Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Klimek Cheryl Carpenter
Last First Middle

Occupation/Affiliation: Political Consultant

Business Name: Carpenter Klimek & Assoc, Inc.

Business Address: 224 Datura St. Ste. 1114

City & State: West Palm Beach, FL Zip Code: 33401

Residence Address: 9055 Dupont Place

City & State: Wellington FL Zip Code: 33414

Home Phone: (561) 784-7471 Business Phone: (561) 655-7224 Ext.

Cell Phone: (561) 315-0481 Fax: (561) 655-7225

Email Address: cherylpc@aol.com

Mailing Address preference: ☒ Business ☐ Residence

Have you ever been convicted of a felony: Yes _____ No ☒

If Yes, state the court, nature of offense, disposition of case and date: _____

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)

Applicant's Signature: Cheryl Carpenter Date: 5/21/10

Part III (to be filled out by Commissioner):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Steven L. Abrams Date: 6/2/10

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

The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form MUST BE COMPLETED IN FULL. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or résumé to this form.

Part I (to be filled out by Department): (Please Print)

Board Name: Education and Government Programming Advisory Board
☒ At Large Appointment or ☐ District Appointment

Term of Appointment: 2 Years. From: _____ To: _____

Seat Requirement: Resident of PBC Seat #: 10

☒ *Reappointment or ☐ New Appointment
or ☐ to complete the term of _____ Due ☐ resignation ☐ other to: _____
Completion of term to expire 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

Part II (to be filled out and signed by Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Klimek Cheryl Carpenter
Last First Middle

Occupation/Affiliation: Political Consultant

Business Name: Carpenter Klimek & Assoc, Inc.

Business Address: 234 Datura St. Ste. 1114

City & State: West Palm Beach, FL Zip Code: 33401

Residence Address: 9055 Dupont Place

City & State: Wellington FL Zip Code: 33414

Home Phone: (561) 784-7471 Business Phone: (561) 655-7224 Ext.

Cell Phone: (561) 315-6481 Fax: (561) 655-7225

Email Address: cherylpr@aol.com

Mailing Address preference: ☒ Business ☐ Residence

Have you ever been convicted of a felony: Yes _____ No ☒

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code:

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

Applicant's Signature: Cheryl Carpenter Date: 5/21/10

Part III (to be filled out by Commissioner):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Cathy DeFilippo for Comm. Karen T. Marcus Date: 6/4/10

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

The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form MUST BE COMPLETED IN FULL. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or résumé to this form.

Part I (to be filled out by Department): (Please Print)

Board Name: Education and Government Programming Advisory Board

☒ At Large Appointment or ☐ District Appointment

Term of Appointment: 2 Years. From: _____ To: _____

Seat Requirement: Resident of Palm Beach County Seat #: _____

☐ *Reappointment or ☐ New Appointment

or ☐ to complete the term of _____ Due ☐ resignation ☐ other to: _____
Completion of term to expire 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 _____

Part II (to be filled out and signed by Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Jackson Sean P.
Last First Middle

Occupation/Affiliation: National Legislative Liaison/Down To Earth g.s.i

Business Name: Down To Earth Global Sustainability Initiative

Business Address: 17781 S.W. 113th Avenue

City & State: Miami, Florida Zip Code: 33157

Residence Address: 3900 North Australian Avenue

City & State: West Palm Beach, FL Zip Code: 33407-3908

Home Phone: (561) 882-9992 Business Phone: () Ext. _____

Cell Phone: (561) 201-8272 Fax: ()

Email Address: Sjacksonn01@yahoo.com

Mailing Address preference: ☐ Business ☒ Residence

Have you ever been convicted of a felony: Yes _____ No ☒

If Yes, state the court, nature of offense, disposition of case and date: _____

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)

Applicant's Signature:  Date: 06/25/2010

Part III (to be filled out by Commissioner):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature:  Date: _____

SARAH ALSOFROM



Public Information Officer

State Attorney's Office

**West Palm Beach, FL
(561) 355-7249 direct dial
(561) 355-7100 main line**

Sarah Alsofrom is the Public Information Officer for the State Attorney's Office of Palm Beach County. She has worked at WPTV NewsChannel 5 and as the Director of Public Relations at the Gunster Law Firm.

Education

Stetson University, J.D.
University of Florida, B.A., with honors

Professional Associations and Memberships

Leadership Palm Beach County, Class of 2007
Leadership West Palm Beach, Class of 2006
Public Relations Society of America, member

Honors

Executive Women of the Palm Beaches Women in Leadership nominee, 2010
Hermes Creative Awards, gold winner, 2009
Women's Chamber of Commerce Giraffe Awards, Finalist, 2009
Athena Award, Young Professionals, Finalist, 2008
MarCom Awards, gold winner, 2008
South Florida Business Journal's Up and Comer in Advertising/Marketing, 2007
March of Dimes Building Our Communities Awards Finalist, 2007

Civic and Community Service

Easter Seals of Palm Beach County Get Down to Business Lunch, Committee member, 2007; Junior Chair, 2008-09; Leadership Palm Beach County liaison for the Up Close & Personal/Get Down to Business event
Education and Government Programming Advisory Board, appointed by the Palm Beach County Board of County Commissioners for two-year term, 2006-08; Reappointed 2008-10
Forum Club of the Palm Beaches, Executive Committee, 2008-11 (Vice President in 2010); Board of Directors, Strategic Planning, Nominating, Membership and Communications Committees, 2006-present
Leadership Palm Beach County, Board of Directors, Strategic Planning Committee, 2008-10; Up Close & Personal Committee, 2010
Rehabilitation Center for Children & Adults, Annual Spring Luncheon, Committee member, 2007-2009
South Florida Science Museum, Young Friends, Committee member, 2006-07; Co-chair, 2007-08

Marvin Hubert
1961 Brandywine Road Apt. # 207
West Palm Beach, FL. 33409
Tel: (561) 863-8027 Cell: (561) 358-6716
E-mail: Marvo83@ aol.com
WK E-mail: Hubertm@pbso.org

WORK HISTORY

May 2008 Job Title: Deputy Sheriff/ Law Enforcement
To Palm Beach County Sheriff's Office
Present 3228 Gun Club Road West Palm Beach FL. 33406

Responsible for the protection of life and property
and enforcement of laws and ordinances.

June 2006
To

April 2008

Job Title:

Board of Directors
Joan M. Crawford Domestic Violence Program
18029 Glenburn Ave. Torrance, CA. 90504

The JMC Domestic Violence Prevention Program is a
non-profit charity dedicated to ending gender and
domestic violence everywhere. Dedicated to building safe
houses and providing full psychological services to
women and children who are victims of domestic violence
in the rural villages of Honduras

May 2007
To

April 2008

Job Title:

Front Desk Manager
The Continental Group (The Slade Condominium)
1551 No. Flagler Dr. W.P.B, FL. 33401

Customer Service. Managing condominium after
hours. Minor clerical work.

April 2004

To

October 2006 Job Title:

Police Officer
Lake Worth Police Department
120 No. G Street
Lake Worth, FL. 33460

Accident Investigation, community
patrolling, report writing and
investigating misdemeanor and felony
crimes, responding to police service and
emergency calls, safeguarding property
and protecting life.

October 1999

To

November 2001 Job Title:
(Volunteer)

Cabin Attendant/ Cargo Loader/Missionary

Missionary Flight International
3170 Airmans Dr. Ft. Pierce, FL. 34946

Missionary Flights International is a private non-
profit mission aviation service to Christian missions
serving in Haiti, the Dominican Republic and the
Bahamas. Provides professional on-going air
support to affiliated missions that work in these
island nations. My duties were briefly to-assisted
pilots and co-pilots throughout flights, to load
cargo, to assist in delivering medical supplies, food,
water and missionaries to Dominican Republic and
Haiti.

EDUCATION

April 2004 College:

To

April 2004

Academy

Palm Beach Community College
4200 Congress Ave. Lake Worth, FL. 33461
Certificate of Compliance Law Enforcement

January

University:

To

Present

Barry University
11300 NE 2nd Ave. Miami Shores, FL. 33161-6695

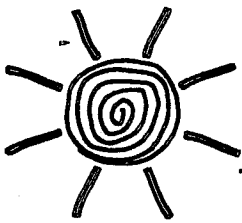
Majoring in Liberal Studies specializing in
Behavioral Sciences

MEMBERSHIPS

March 2008	Committee:	City of West Palm Beach Special Events Advisory
	Committee (S.E.A.C)	
To		401 Clematis Street West Palm Beach, FL. 33401
Present		
		Committee Member

LANGUAGE SKILLS

- Bi-lingual (English, Creole, and French). I speak and write them.



CARPENTER KLIMEK & ASSOCIATES, INC.

Public Relations, Event Management & Political Consulting

Cheryl Carpenter Klimek has been a resident of Palm Beach County for twenty years. After ten years in the insurance industry, in 1994 she started her own business as a public relations and special events consultant. Upon becoming more politically involved, she added political consulting to her repertoire, assisting with campaign and fund raising events throughout the county for presidential, congressional, gubernatorial, state representative, and local candidates. Looking to make more of a political difference, in November 2000, she was a candidate for the Florida House of Representatives in District 85, a seat held by the Florida House Minority Leader.

Cheryl is currently a Regional Vice President for Corporate Development for Associated Industries of Florida. In addition, for the past fifteen years, she has consulted for BIZPAC, The Business Political Action Committee of Palm Beach County as their projects manager coordinating a Political Training Institute, candidate interviews, election analysis and various other political and membership activities of the organization. She has been a public affairs consultant for various business clients, including Philip Morris-USA, Developers Diversified Realty Co., and Lincoln Mercury Public Affairs; provided media relations and event management services for the Scholastic Achievement Foundation of Palm Beach County, the Palm Beach County School District and The Related Group of Florida, to name only a few.

On the political side, she has been the winning consultant for several municipal candidates' campaigns and one countywide judicial candidate; and has managed grass roots campaigns for state and national issues, including asbestos litigation, electric utilities tax issues, and broadband internet facility deregulation. She serves as a Florida contact for Washington, DC public affairs company, Weber Merritt, on grassroots lobbying issues as needed.

Cheryl is very involved in the community serving on the Government and Education Programming Advisory Board (Channel 20) since 1998; as a member of Executive Women of the Palm Beaches; as an alumni member of Leadership Palm Beach County, Class of 2000; as a member of the Board of Governors for Big Brothers Big Sisters of Palm Beach County, having served as President from 2000-2002; Co-Chair of the 1999 Angels of Hope Luncheon for Hope House of the Palm Beaches; and a 1998 participant in the Florida Chamber Foundation *WorldClass Schools Academy*.

She has received the *ACE Award (Awarding Communications Excellence)* presented by The Association for Women In Communications, Palm Beach County Professional Chapter in the category of Promotional Video Production for the Senior Activities Festival in 1996. In addition, she was nominated for *Northwood University's Arthur E. Turner Entrepreneur of the Year Awards Program* in the fall of 1999.

Cheryl has a degree in Psychology from Saint Leo College in Central Florida, where she graduated summa cum laude and holds a Florida Real Estate Sales Associate license. She is married to Mark Klimek, a mortgage broker and is the mother of twins, Cameron & Caitlyn.

05/11/2010

RESUME

Sean P. Jackson
Palm Beach, Florida 33407-3908
Phone: (561) 727.9020 / email: sjacksonn01@yahoo.com

OBJECTIVE

To politically advance myself with the determination of eventually being elected to public office while helping others to pursue their goals and dreams of becoming who it is they desire to be.

EDUCATION

- May 2007, Graduated with Diploma, A.W. Dreyfoos Jr. School of the Arts
- Summer 2008, Enrolled with PBCC, Seeking A.A. (general education) degree
- Fall 2011, Transfer to FAU, seeking B.A MBA & Ph.D. of Public Admin.

AREAS OF KNOWLEDGE

- Event Planning - Administrative Assistant
- Project Management - Entertainment
- Event Announcing - Political Consulting

EMPLOYMENT HISTORY

- Planning Coordinator Intern, School District of PBC, WPB, Fl 05/07-09/2007
- Marketing Director, Field of Greens Corp., WPB, Fl 10/07-01/2008
- Special Ops/Inventory Captain, IPC Int'l Corp., WPB, Fl 02/08-12/2008
- Director of Grammercy Park Summer Camp, WPB, Fl 06/09-08/2009
- Campaign Aide for Fl. St. Representative Mack Bernard 06/09-8/25/09
- Nationwide Event Announcing 08-PRESENT
- National Entertainer (Vocalist, Actor, String Bassist) 99-PRESENT
- National Legislative Liaison, Down To Earth G.S.I 10-PRESENT

SKILLS

- Typing 45 WPM, Fluent with Microsoft Word, Excel, Outlook, Power Point.

COMMUNITY SERVICE

- President/CEO & Founder, THE JACKSON FOUNDATION 05/07-Present
- Chairman/Host & Founder, Evening of Diamonds & Ice Gala 12/04-Present
- Board Member, Special Event Advisory, Office of the Mayor 12/07-12/2009
- Logistics Co-Chair, ACS Dreyfoos Relay 4 Life 2004 & 2005
- Gala Chairman, Community Outreach Club of PBC 2006 & 2007

REFERENCES

- AVAILABLE UPON REQUEST*



TO: ADVISORY BOARD MEMBERS

FROM: ROBERT WEISMAN
COUNTY ADMINISTRATOR

RE: PALM BEACH COUNTY CODE OF ETHICS

Effective May 1, 2010, contractual relationships between Palm Beach County government and advisory board members, their employers, or businesses, are prohibited conflicts of interest as set forth in the Palm Beach County Code of Ethics, Ordinance 2009-051. This conflict of interest must be waived by an affirmative vote of five (5) members of the Board of County Commissioners upon full disclosure at a public meeting in order to accept appointment to an advisory board. In the space provided below, please identify any such contractual relationships, or verify that none exist at this time. The Ordinance (2009-051) and the training requirement can be found on the web at: <http://www.pbcgov.com/ethics/advisory.htm>

<u>Type of Contract</u>	<u>Which Department/Division</u>	<u>Effective Date</u>	<u>Term</u>
State Attorney Provides legal representation	Co. Legal Dept.	year to year	
CJC- Byrne Grants for Combat Positions	Criminal Justice Comm. Public Safety	year to year	

☒

Yes, submit a wavier to the Board of County Commissioners, since I or my employer have/has the above named contract(s);

OR

☐ At this time, I nor my employer have contract(s) with the Board of County Commissioners

As a (current or potential) advisory board member you are required to receive training on the PBC Code of Ethics and acknowledge that you have read and understand the PBC Code of Ethics Ordinance.

If you are unable access the training and/or Ordinance on the web, please contact Lester Williams at 561-355-2282 for other arrangements.

Acknowledgment of Receipt

NAME: Sarah Alsofrom
Print or Type

FIRM/COMPANY/ORGANIZATION: State Attorney's Office

ADVISORY BOARD(S): Education & Government Programming

I acknowledge that I have taken the required training; and read and understand the Palm Beach County Code of Ethics Ordinance, the provisions of which are effective May 1, 2010. I understand that as an advisory board member of the above-mentioned board(s) that I am bound by it.

Signature: Sarah A. Alsofrom Date: 5/12/10

Please sign and return this FORM to Lester Williams, Channel 20, 300 N. Dixie Hwy, West Palm Beach, FL 33401. A self-addressed envelope has been provided for your convenience.

4/09/10

Attachment #

4



TO: ADVISORY BOARD MEMBERS
FROM: ROBERT WEISMAN
COUNTY ADMINISTRATOR
RE: PALM BEACH COUNTY CODE OF ETHICS

Effective May 1, 2010, contractual relationships between Palm Beach County government and advisory board members, their employers, or businesses, are prohibited conflicts of interest as set forth in the Palm Beach County Code of Ethics, Ordinance 2009-051. The prohibition will not apply to contracts already in place on May 1, 2010, but will apply to any renewals or amendments to these contracts. This conflict of interest can be waived by an affirmative vote of five (5) members of the Board of County Commissioners upon full disclosure at a public meeting. In the space provided below, please identify any such contractual relationships, or verify that none exist at this time. The Ordinance (2009-051) and the training requirement can be found on the web at: <http://www.pbcgov.com/ethics/advisory.htm>

Type of Contract	Which Department/Division	Effective Date	Term
I am a Deputy Sheriff w/ PBSO that has several contracts.			

At this time, I have no contracts with the Board of County Commissioners

As a (current or potential) advisory board member you are required to receive training on the PBC Code of Ethics and acknowledge that you have read and understand the PBC Code of Ethics Ordinance.

If you are unable access the training and/or Ordinance on the web, or have any questions, please contact Patty Hindle at (561) 355-3229.

Acknowledgment of Receipt

NAME: Marvin Hubert
Print or Type

ADVISORY BOARD(S): Education and Government Programming Advisory Board

I acknowledge that I have taken the required training; and read and understand the Palm Beach County Code of Ethics Ordinance, the provisions of which are effective May 1, 2010. I understand that as an advisory board member of the above-mentioned board(s) that I am bound by it.

Signature: [Signature] Date: 06/26/10

Please sign and return this FORM to Patty Hindle, County Administration, P.O. Box 1989, West Palm Beach, Florida 33402-1989. A self-addressed envelope has been provided for your convenience.

3/19/10



TO: ADVISORY BOARD MEMBERS

FROM: ROBERT WEISMAN
COUNTY ADMINISTRATOR

RE: PALM BEACH COUNTY CODE OF ETHICS

Effective May 1, 2010, contractual relationships between Palm Beach County government and advisory board members, their employers, or businesses, are prohibited conflicts of interest as set forth in the Palm Beach County Code of Ethics, Ordinance 2009-051. This conflict of interest must be waived by an affirmative vote of five (5) members of the Board of County Commissioners upon full disclosure at a public meeting in order to accept appointment to an advisory board. In the space provided below, please identify any such contractual relationships, or verify that none exist at this time. The Ordinance (2009-051) and the training requirement can be found on the web at: <http://www.pbcgov.com/ethics/advisory.htm>

<u>Type of Contract</u>	<u>Which Department/Division</u>	<u>Effective Date</u>	<u>Term</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

_____ Yes, submit a wavier to the Board of County Commissioners, since I or my employer have/has the above named contract(s);

☒ **OR**

_____ At this time, I nor my employer have contract(s) with the Board of County Commissioners

As a (current or potential) advisory board member you are required to receive training on the PBC Code of Ethics and acknowledge that you have read and understand the PBC Code of Ethics Ordinance.

If you are unable access the training and/or Ordinance on the web, please contact Lester Williams at 561-355-2282 for other arrangements.

Acknowledgment of Receipt

NAME: Cheryl Carpenter Klimck
Print or Type

FIRM/COMPANY/ORGANIZATION: Carpenter Klimck + Assoc, Inc.

ADVISORY BOARD(S): Education + Gov't Programming

I acknowledge that I have taken the required training; and read and understand the Palm Beach County Code of Ethics Ordinance, the provisions of which are effective May 1, 2010. I understand that as an advisory board member of the above-mentioned board(s) that I am bound by it.

Signature: [Signature] Date: 5/21/10

Please sign and return this FORM to Lester Williams, Channel 20, 300 N. Dixie Hwy, West Palm Beach, FL 33401. A self-addressed envelope has been provided for your convenience.



TO: ADVISORY BOARD MEMBERS

FROM: ROBERT WEISMAN
COUNTY ADMINISTRATOR

RE: PALM BEACH COUNTY CODE OF ETHICS

Effective May 1, 2010, contractual relationships between Palm Beach County government and advisory board members, their employers, or businesses, are prohibited conflicts of interest as set forth in the Palm Beach County Code of Ethics, Ordinance 2009-051. The prohibition will not apply to contracts already in place on May 1, 2010, but will apply to any renewals or amendments to these contracts. This conflict of interest can be waived by an affirmative vote of five (5) members of the Board of County Commissioners upon full disclosure at a public meeting. In the space provided below, please identify any such contractual relationships, or verify that none exist at this time. The Ordinance (2009-051) and the training requirement can be found on the web at: <http://www.pbcgov.com/ethics/advisory.htm>

<u>Type of Contract</u>	<u>Which Department/Division</u>	<u>Effective Date</u>	<u>Term</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

SPY At this time, I have no contracts with the Board of County Commissioners

As a (current or potential) advisory board member you are required to receive training on the PBC Code of Ethics and acknowledge that you have read and understand the PBC Code of Ethics Ordinance.

If you are unable access the training and/or Ordinance on the web, or have any questions, please contact Patty Hindle at (561) 355-3229.

Acknowledgment of Receipt

NAME: Sean P. Jackson
Print or Type

ADVISORY BOARD(S): _____

I acknowledge that I have taken the required training; and read and understand the Palm Beach County Code of Ethics Ordinance, the provisions of which are effective May 1, 2010. I understand that as an advisory board member of the above-mentioned board(s) that I am bound by it.

Signature: Sean P. Jackson Date: 06/25/2010

Please sign and return this FORM to Patty Hindle, County Administration, P.O. Box 1989, West Palm Beach, Florida 33402-1989. A self-addressed envelope has been provided for your convenience.

3/19/10



Public Affairs Department

P.O. Box 1989

West Palm Beach, FL 33402-1989

(561) 355-2754

FAX: (561) 355-3819

www.pbcgov.com



**Palm Beach County
Board of County
Commissioners**

Burt Aaronson, Chair

Karen T. Marcus, Vice Chair

Jeff Koons

Shelley Vana

Steven L. Abrams

Jess R. Santamaria

Priscilla A. Taylor

County Administrator

Robert Weisman

*"An Equal Opportunity
Affirmative Action Employer"*



TO: ADVISORY BOARD MEMBERS

**FROM: ROBERT WEISMAN
COUNTY ADMINISTRATOR**

**RE: STATE GUIDE TO THE SUNSHINE AMENDMENT &
CODE OF ETHICS**

As an appointee to a Palm Beach County Advisory Board, you must familiarize yourself with the State Guide to the Sunshine Amendment and Code of Ethics. The purpose of this guide is to ensure adherence to the highest standards of ethics, protect the integrity of County government and foster public confidence.

This guide addresses conflict of interest, disclosure, acceptance and reporting of gifts, use of position or property, voting conflicts, political activities, prohibition against misuse of the code, and enforcement. This Guide also addresses conflicts, prohibitions on doing business with the County or having conflicting employment or contractual relationships. The Guide can be found on the web at: <http://www.pbcgov.com/ethics/advisory.htm>

Please read and make yourself familiar with the Guide and return the acknowledgment form below to: Lester Williams, 300 N. Dixie Hwy, West Palm Beach, FL 33401. If you cannot access this document on the web, please contact Lester Williams at 561-355-2282 for other arrangements.

Acknowledgment of Receipt

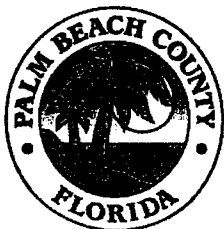
NAME: Sarah Alsofrom
Print or Type

ADVISORY BOARD(S): Education & Government Program

I acknowledge that I have read the State of Florida Guide to the Sunshine Amendment and the Code of Ethics. I understand that as an advisory board member of the above-mentioned board(s) that I am bound by it.

Signature: Sarah Alsofrom **Date:** 5/12/10

Please sign and return to Lester Williams in self-addressed envelope provided.
Revised 3/15/10



County Administration

P.O. Box 1989

West Palm Beach, FL 33402-1989

(561) 355-2030

FAX: (561) 355-3982

www.pbcgov.com



**Palm Beach County
Board of County
Commissioners**

Burt Aaronson, Chair

Karen T. Marcus, Vice Chair

Jeff Koons

Shelley Vana

Steven L. Abrams

Jess R. Santamaria

Priscilla A. Taylor

County Administrator

Robert Weisman

"An Equal Opportunity
Affirmative Action Employer"



printed on recycled paper

TO: ADVISORY BOARD MEMBERS

**FROM: ROBERT WEISMAN
COUNTY ADMINISTRATOR**

**RE: STATE GUIDE TO THE SUNSHINE AMENDMENT &
CODE OF ETHICS**

As an appointee to a Palm Beach County Advisory Board, you must familiarize yourself with the State Guide to the Sunshine Amendment and Code of Ethics. The purpose of this guide is to ensure adherence to the highest standards of ethics, protect the integrity of County government and foster public confidence.

This guide addresses conflict of interest, disclosure, acceptance and reporting of gifts, use of position or property, voting conflicts, political activities, prohibition against misuse of the code, and enforcement. This Guide also addresses conflicts, prohibitions on doing business with the County or having conflicting employment or contractual relationships. The Guide can be found on the web at: <http://www.pbcgov.com/ethics/advisory.htm>

Please read and make yourself familiar with the Guide and return the acknowledgment form below to: Patty Hindle, County Administration, P.O. Box 1989, West Palm Beach, Florida 33402-1989. If you cannot access this document on the web, please contact Patty Hindle at (561) 355-3229 for other arrangements.

Acknowledgment of Receipt

NAME: Marvin Hubert
Print or Type

ADVISORY BOARD(S): Education and Government Programming Advisory Board

I acknowledge that I have read the State of Florida Guide to the Sunshine Amendment and the Code of Ethics. I understand that as an advisory board member of the above-mentioned board(s) that I am bound by it.

Signature: [Signature] Date: 06/05/10

Please sign and return to Administration in self-addressed envelope provided.

Revised 3/19/2010



Public Affairs Department
P.O. Box 1989
West Palm Beach, FL 33402-1989
(561) 355-2754
FAX: (561) 355-3819
www.pbcgov.com

**Palm Beach County
Board of County
Commissioners**

Burt Aaronson, Chair
Karen T. Marcus, Vice Chair
Jeff Koons
Shelley Vana
Steven L. Abrams
Jess R. Santamaria
Priscilla A. Taylor

County Administrator
Robert Weisman

*"An Equal Opportunity
Affirmative Action Employer"*



TO: ADVISORY BOARD MEMBERS

**FROM: ROBERT WEISMAN
COUNTY ADMINISTRATOR**

**RE: STATE GUIDE TO THE SUNSHINE AMENDMENT &
CODE OF ETHICS**

As an appointee to a Palm Beach County Advisory Board, you must familiarize yourself with the State Guide to the Sunshine Amendment and Code of Ethics. The purpose of this guide is to ensure adherence to the highest standards of ethics, protect the integrity of County government and foster public confidence.

This guide addresses conflict of interest, disclosure, acceptance and reporting of gifts, use of position or property, voting conflicts, political activities, prohibition against misuse of the code, and enforcement. This Guide also addresses conflicts, prohibitions on doing business with the County or having conflicting employment or contractual relationships. The Guide can be found on the web at:
<http://www.pbcgov.com/ethics/advisory.htm>

Please read and make yourself familiar with the Guide and return the acknowledgment form below to: Lester Williams, 300 N. Dixie Hwy, West Palm Beach, FL 33401. If you cannot access this document on the web, please contact Lester Williams at 561-355-2282 for other arrangements.

Acknowledgment of Receipt

NAME: Cheryl Carpenter Klimak
(Print or Type)

ADVISORY BOARD(S): Education + Gov't Programming

I acknowledge that I have read the State of Florida Guide to the Sunshine Amendment and the Code of Ethics. I understand that as an advisory board member of the above-mentioned board(s) that I am bound by it.

Signature: [Signature] **Date:** 5/21/10

Please sign and return to Lester Williams in self-addressed envelope provided.

Revised 3/15/10



County Administration

P.O. Box 1989

West Palm Beach, FL 33402-1989

(561) 355-2030

FAX: (561) 355-3982

www.pbcgov.com



**Palm Beach County
Board of County
Commissioners**

Burt Aaronson, Chair

Karen T. Marcus, Vice Chair

Jeff Koons

Shelley Vana

Steven L. Abrams

Jess R. Santamaria

Priscilla A. Taylor

County Administrator

Robert Weisman

TO: ADVISORY BOARD MEMBERS

**FROM: ROBERT WEISMAN
COUNTY ADMINISTRATOR**

**RE: STATE GUIDE TO THE SUNSHINE AMENDMENT &
CODE OF ETHICS**

As an appointee to a Palm Beach County Advisory Board, you must familiarize yourself with the State Guide to the Sunshine Amendment and Code of Ethics. The purpose of this guide is to ensure adherence to the highest standards of ethics, protect the integrity of County government and foster public confidence.

This guide addresses conflict of interest, disclosure, acceptance and reporting of gifts, use of position or property, voting conflicts, political activities, prohibition against misuse of the code, and enforcement. This Guide also addresses conflicts, prohibitions on doing business with the County or having conflicting employment or contractual relationships. The Guide can be found on the web at: <http://www.pbcgov.com/ethics/advisory.htm>

Please read and make yourself familiar with the Guide and return the acknowledgment form below to: Patty Hindle, County Administration, P.O. Box 1989, West Palm Beach, Florida 33402-1989. If you cannot access this document on the web, please contact Patty Hindle at (561) 355-3229 for other arrangements.

Acknowledgment of Receipt

NAME: Sean P. Jackson
Print or Type

ADVISORY BOARD(S): _____

I acknowledge that I have read the State of Florida Guide to the Sunshine Amendment and the Code of Ethics. I understand that as an advisory board member of the above-mentioned board(s) that I am bound by it.

Signature: Sean P. Jackson **Date:** 06/25/2010

Please sign and return to Administration in self-addressed envelope provided.

Revised 3/19/2010

"An Equal Opportunity
Affirmative Action Employer"

printed on recycled paper

Education and Government Programming Advisory Board

Seat #	Requirement	Incumbent	Affiliation	Term
1	Broadcast General Manager	John Spinola	WFLX-TV, Raycom Media	5/28/08-4/17/10
2	Broadcast Engineer	Keith Betts	WTVX TV/CW NetworkChannel 34	5/1/09-4/30/12
3	Marketing Director	Carey O'Donnell	Cary O'Donnel Public Relations Group	4/18/08-4/18/10
4	Cable Industry	Marta Casas-Celaya	Comcast	4/18/09-4/17/12
5	Adult Education	Dr. Bernadette Mendonez-Russell	Provost, PBCC	8/19/08-8/18/10
6	PBC School System	Deborah Stewart	Public Affairs/Multicultural Specialist	5/1/09-4/30/12
7	County Commissioner	Comm. Steven Abrams	District 4	start 2/2/10
8	Municipal Government	Dr. Lynn Allison	Ocean Ridge Town Commissioner	5/1/09-4/30/12
9	Resident of PBC	Sarah Alsofrom	State Attorney Office	6/30/08-6/29/10
10	Resident of PBC	Cheryl Carpenter-Kimek	Carpenter Kimek & Assoc.	6/1/08-5/31/10

WHEREAS, Ordinance No. 86-35, as amended by Ordinance No. 91-42, requires the establishment of an Educational and Government Programming Advisory Board by resolution; and

WHEREAS, an advisory board as such will greatly assist the Board of County Commissioners in the operation of its County Channel 20; and

WHEREAS, the continued success of County Channel 20 will further the interests of the residents and visitors of Palm Beach County.

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

Section 1. Creation.

An advisory board to be made known as the "Educational and Government Programming Advisory Board" is herein established.

Section 2. Membership.

The advisory board shall consist of nine (9) members, with a representative from each of the following categories, and shall serve for the designated term.

	<u>TERM</u>
*Broadcast General Manager	2 Years
*Engineer with experience in telecommunication systems	3 Years
*Marketing Director	2 Years
*Cable Industry	3 Years
*Adult Education	2 Years
*Palm Beach County Public School System	3 Years
*Member of the Board of County Commissioners	2 Years
*Municipal Government Representative	3 Years
*Citizen-at-large	2 Years

Board members shall serve without compensation. All Board members must be residents of Palm Beach County at the time of appointment and while serving on the board.

BOOK 1157 PAGE 091

R 92 388

- A. Review the various means available to provide educational and governmental programming for residents and for Palm Beach County's in-house training purposes.
- B. Develop criteria for educational and government programs and review program line-ups.
- C. Provide input on marketing strategies.
- D. Explore funding alternatives.
- E. Assist with technical recommendations.
- F. Explore the implementation of a public access channel and make recommendations.
- G. Prepare, adopt and present to the Board of County Commissioners an annual report.

Section 4. Subcommittees.

The advisory board shall establish a subcommittee to focus on educational programming, with concentration on adult education series and other community education opportunities. A subcommittee shall also be formed to address the needs of governmental programming. The board may form other subcommittees as needed.

Section 5. Meetings and Procedures.

The members of the advisory board shall hold an organizational meeting. At said meeting, the board shall determine a time and place for regular meetings and shall adopt rules of procedure as it may deem necessary. Meetings shall be held at least once a month for the first year, with meetings held bimonthly thereafter, unless it is deemed necessary to meet more frequently. All meetings of the board, including subcommittee meetings, shall be open to the public and must provide adequate notice of their meeting. A quorum shall be present at all meetings. A majority of the members appointed shall constitute a quorum. All meetings shall be governed by Robert's Rules of Order.

R92 388

automatic removal. Lack of attendance is to be defined as missing three consecutive meetings or one-half of the meetings within a calendar year. Participation for less than three-fourths of a meeting shall constitute lack of participation. Excused absences will not count against the attendance requirements. Any absence that is to qualify as excused must be voted upon and approved by the advisory board. The types of absences that can be considered excused are: 1) illness; 2) out of County; or 3) personal hardship. A business conflict is not to be considered excused. Excused absences shall be entered into the minutes at the next regularly scheduled meeting of the advisory board. If a member exceeds the absence limit, the member will be removed from the advisory board, however, the appointing Commissioner at his/her discretion can reappoint the individual. Members removed under this section shall not continue to serve until a new appointment is made and removal shall create a vacancy. Any vacancy shall be filled by the Board of County Commissioners.

Section 7. Ethics; Conflict of Interest.

All advisory board members shall be governed by the applicable provisions of the Palm Beach County Ethics Ordinance upon its adoption. Abstention from voting due to a conflict of interest on more than three (3) separate matters during any calendar year shall result in automatic removal.

Section 8. Staff Support.

The Director of Public Affairs, the Cable Coordinator, and staff from County Channel 20 shall work closely with the advisory board and assist said board, as needed. The Director of Public Affairs or his/her designee shall be responsible for the preparation of the board's agenda and minutes. The Assistant County Attorney assigned to represent the Cable Television Division shall provide legal guidance as needed.

Section 9. Sunset.

This advisory board shall be reviewed three (3) years from the date of this resolution to determine whether to continue or dissolve the board. At least ninety (90) days prior to the scheduled review, the board shall submit a written recommendation

R92 388

board should be continued or dissolved. If the board recommends continuation, the recommendation will also include any recommended revisions to this resolution.

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

KAREN T. MARCUS	<u>AYE</u>
CAROL A. ROBERTS	<u>AYE</u>
CAROL J. ELMQUIST	<u>AYE</u>
MARY MCCARTY	<u>AYE</u>
CAROLE PHILLIPS	<u>NAY</u>
KEN L. FOSTER	<u>ABSENT</u>
MAUDE FORD LEE	<u>AYE</u>

The Chair thereupon declared the Resolution duly passed and adopted this 15th day of October, 1991.

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

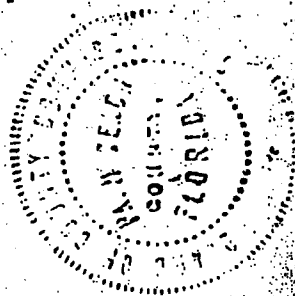
John B. Dunkle, Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

By: Joan Haverly
Deputy Clerk

By: Devin M. Distel
County Attorney

resolutn.egp



R 92 388

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, ESTABLISHING THE EDUCATIONAL AND GOVERNMENT PROGRAMMING ADVISORY BOARD PURSUANT TO ORDINANCE NO. 86-35, AS AMENDED BY ORDINANCE NO. 91-42

WHEREAS, Ordinance No. 86-35, as amended by Ordinance No. 91-42, requires the establishment of an Educational and Government Programming Advisory Board by resolution; and

WHEREAS, an advisory board as such will greatly assist the Board of County Commissioners in the operation of its County Channel 20; and

WHEREAS, the continued success of County Channel 20 will further the interests of the residents and visitors of Palm Beach County.

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

Section 1. Creation.

An advisory board to be made known as the "Educational and Government Programming Advisory Board" is herein established.

Section 2. Membership.

The advisory board shall consist of nine (9) members, with a representative from each of the following categories, and shall serve for the designated term.

	<u>TERM</u>
*Broadcast General Manager	2 Years
*Engineer with experience in telecommunication systems	3 Years
*Marketing Director	2 Years
*Cable Industry	3 Years
*Adult Education	2 Years
*Palm Beach County Public School System	3 Years
*Member of the Board of County Commissioners	2 Years
*Municipal Government Representative	3 Years
*Citizen-at-large	2 Years

Board members shall serve without compensation. All Board members must be residents of Palm Beach County at the time of appointment and while serving on the board.

Section 3. Duties and Functions.

The advisory board shall have the following duties and functions:

- A. Review the various means available to provide educational and governmental programming for residents and for Palm Beach County's in-house training purposes.
- B. Develop criteria for educational and government programs and review program line-ups.
- C. Provide input on marketing strategies.
- D. Explore funding alternatives.
- E. Assist with technical recommendations.
- F. Explore the implementation of a public access channel and make recommendations.
- G. Prepare, adopt and present to the Board of County Commissioners an annual report.

Section 4. Subcommittees.

The advisory board shall establish a subcommittee to focus on educational programming, with concentration on adult education series and other community education opportunities. A subcommittee shall also be formed to address the needs of governmental programming. The board may form other subcommittees as needed.

Section 5. Meetings and Procedures.

The members of the advisory board shall hold an organizational meeting. At said meeting, the board shall determine a time and place for regular meetings and shall adopt rules of procedure as it may deem necessary. Meetings shall be held at least once a month for the first year, with meetings held bimonthly thereafter, unless it is deemed necessary to meet more frequently. All meetings of the board, including subcommittee meetings, shall be open to the public and must provide adequate notice of their meeting. A quorum shall be present at all meetings. A majority of the members appointed shall constitute a quorum. All meetings shall be governed by Robert's Rules of Order.

R91 1489

Section 6. Absences; Removal.

Lack of attendance/participation shall be a basis for automatic removal. Lack of attendance is to be defined as missing three consecutive meetings or one-half of the meetings within a calendar year. Participation for less than three-fourths of a meeting shall constitute lack of participation. Excused absences will not count against the attendance requirements. Any absence that is to qualify as excused must be voted upon and approved by the advisory board. The types of absences that can be considered excused are: 1) illness; 2) out of County; or 3) personal hardship. A business conflict is not to be considered excused. Excused absences shall be entered into the minutes at the next regularly scheduled meeting of the advisory board. If a member exceeds the absence limit, the member will be removed from the advisory board, however, the appointing Commissioner at his/her discretion can reappoint the individual. Members removed under this section shall not continue to serve until a new appointment is made and removal shall create a vacancy. Any vacancy shall be filled by the Board of County Commissioners.

Section 7. Ethics: Conflict of Interest.

All advisory board members shall be governed by the applicable provisions of the Palm Beach County Ethics Ordinance upon its adoption. Abstention from voting due to a conflict of interest on more than three (3) separate matters during any calendar year shall result in automatic removal.

Section 8. Staff Support.

The Director of Public Affairs, the Cable Coordinator, and staff from County Channel 20 shall work closely with the advisory board and assist said board, as needed. The Director of Public Affairs or his/her designee shall be responsible for the preparation of the board's agenda and minutes. The Assistant County Attorney assigned to represent the Cable Television Division shall provide legal guidance as needed.

Section 9. Sunset.

This advisory board shall be reviewed three (3) years from the date of this resolution to determine whether to continue or dissolve the board. At least ninety (90) days prior to the scheduled review, the board shall submit a written recommendation

to the Board of County Commissioners as to whether the advisory board should be continued or dissolved. If the board recommends continuation, the recommendation shall also include any recommended revisions to this resolution.

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

KAREN T. MARCUS	AYE
CAROL A. ROBERTS	AYE
CAROL J. ELMQUIST	AYE
MARY MCCARTY	AYE
CAROLE PHILLIPS	NAY
KEN L. FOSTER	ABSENT
MAUDE FORD LEE	AYE

The Chair thereupon declared the Resolution duly passed and adopted this 15th day of October, 1991.

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

John B. Dunkle, Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

By:

Joan Haverly
Deputy Clerk

By: Devin M. Distel
County Attorney

resolutn.egg



R 91 1489

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AMENDING RESOLUTION NO. R-91-1489, PROVIDING FOR AN ADDITIONAL CITIZEN-AT-LARGE MEMBER TO THE EDUCATIONAL AND GOVERNMENT PROGRAMMING ADVISORY BOARD; AND PROVIDING FOR STAFF SUPPORT CLARIFICATION.

WHEREAS, the Board of County Commissioners established the Educational and Government Programming Advisory Board through Ordinance No. 91-38 and Resolution No. R-91-1489; and

WHEREAS, the Board of County Commissioners is desirous of adding another citizen-at-large to the Advisory Board's membership to enable further input by the citizen community; and

WHEREAS, the Station Manager of Channel 20 should be involved with the advisory board, as he is responsible for the station's operations and programming.

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

1. Section 2. "Membership" of Resolution No. R-91-1489 is amended to read:

°2 citizens-at-large.

2. Section 8. "Staff Support" of the same resolution is amended to read:

Section 8. Staff Support.

The Director of Public Affairs, the ~~Cable Coordinator~~ Channel 20 Station Manager; and staff from County Channel 20 shall work closely with the advisory board and assist said board, as needed. The Director of Public Affairs or his/her designee shall be responsible for the preparation of the board's agenda and minutes. The Assistant County Attorney assigned to represent the Cable Television Division shall provide legal guidance as needed.

Roberts who moved its adoption. The motion was seconded
by Commissioner Lee and, upon being put to a vote,
the vote was as follows:

KAREN T. MARCUS, CHAIR	- Aye
CAROLE PHILLIPS, VICE-CHAIR	- Absent
CAROL A. ROBERTS	- Aye
CAROL J. ELMQUIST	- Aye
MARY MCCARTY	- Aye
KEN FOSTER	- Absent
MAUDE FORC LEE	- Aye

The Chairman thereupon declared the resolution duly
passed and adopted this 17 day of March, 1992.

APPROVED AS TO FORM AND PALM BEACH COUNTY, FLORIDA, BY ITS
LEGAL SUFFICIENCY BOARD OF COUNTY COMMISSIONERS

~~John B. Dunkle, Clerk~~
MILTON T. BAUER, CLERK

By Deputy Clerk By: Linda C. Hickman
Deputy Clerk

advisory.res

R92 388

Education & Government Programming Advisory Board 2009 - 2010							
Meeting Dates	5/14/2009	10/1/2009	12/10/2009	3/11/2010	06/10/10-EOC	10/21/2010	12/9/2010
Bernadette Russell	X				X		
Carey O'Donnell	X	X	X		X		
Cheryl Carpenter	X	X	X	X	X		
Deborah Stewart	X				X		
John Spinola	X		X		X		
Keith Betts	X				X		
Lynn Allison	X		X	X	X		
Marta Casas-Celaya	X	X	X	X	X		
Sarah Alsofrom	X	X	X	X	X		
Comm. Abrams				X	X		