

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: August 17, 2010 **Consent** **Regular**
 Public Hearing

Department:
Submitted By: County Administration

Submitted For: County Commission

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the following District appointments:

<u>District</u>	<u>Name</u>	<u>Board/Committee</u>	<u>Term</u>
Reappoint:			
2	Rae C. Franks	Fair Housing/Equal Employment Board	01/10/10-01/09/12
Appoint:			
6	Elizabeth Cayson	Emergency Medical Services Adv. Council	08/17/10-08/16/12

SUMMARY: The above individuals have been recommended by their respective District Commissioners (District 2: former Commissioner Jeff Koons; District 6: Commissioner Santamaria) for appointment/reappointment to the above named advisory boards for the terms indicated. Countywide (LB)

Background and Justification: The Fair Housing/Equal Employment Board is comprised of nine (9) members: seven (7) district and two (2) at-large. They promote and encourage fair treatment and equal opportunity in housing, public accommodation and employment for all persons. The diversity of the current board members is: 1 white female, 1 Hispanic female, 1 black male, 2 white males; and 2 black females. Two (2) seats are currently vacant.

The EMS Council is comprised of 18 members who include 11 members that represent the various components of the EMS system with specific requirements and seven (7) members that are Commission District Consumer appointments. The EMS Council provides recommendations for improving Emergency Medical Services in Palm Beach County. The diversity of the current board members is: 13 white males, 1 black male, and 1 white female. Three (3) seats are currently vacant.

- Attachments:**
1. Advisory Board Nominee Information Forms
 2. Résumés
 3. Palm Beach County Code of Ethics Disclosure/Acknowledgement Forms
 4. Guide to the Sunshine Amendment Acknowledgement Forms

Recommended by: Patty Andrade 8/5/10
Agenda Coordinator Date

Approved By: [Signature] 8/5/10
Assistant County Administrator 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 resumé to this form. COUNTY OF PALM BEACH EQUAL OPPORTUNITY

10 JUN -4 AM 9:16

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

Board Name: Fair Housing / Equal Employment Board

At Large Appointment or District Appointment

Term of Appointment: 2 Years. From: 01/09/2010 To: 01/09/2012

Seat Requirement: Palm Beach County Resident Seat #: 2

*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.**

0 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: Franks Last Rae First Celia Middle

Occupation/Affiliation: Attorney

Business Name: Rae Franks, Esq., PA

Business Address: ~~P.O. Box 6217~~ 224 Datura St # 900

City & State: West Palm Beach, FL Zip Code: ~~33405~~ 33401

Residence Address: 218 Edmar Road

City & State: West Palm Beach FL Zip Code: 33405

Home Phone: () Business Phone: (561) 820-9177 Ext. _____

Cell Phone: (561) 309-5848 Fax: (561) 820-9607

Email Address: RcfEsq@aol.com

Mailing Address preference: Business Residence

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

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: [Signature] Date: 6/2/10

Part III (to be filled out by Commissioner):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: [Signature] Date: _____

RESUME

*Rae Franks, Esquire
224 Datura Street, Suite 900
West Palm Beach, Florida 33401-5637
(561) 820-9177 ** FAX (561) 820-9607** E-mail: rcfesq@aol.com*

Education:

*Tulane University, New Orleans, Louisiana
B.F.A., August 1972*

*Stetson Law School, St. Petersburg, Florida
J.D., December 1984
Member of Stetson Law Review, 1983-1984*

Admitted to Florida Bar, May 1985

Legal Employment:

*Law Clerk, Montgomery, Lytal, Reiter, et. al,
West Palm Beach, Florida, June through August 1984*

*Law Clerk, David M. Korones, Esquire, (Family Law)
Clearwater, Florida, 1985*

*Volunteer, Capital Collateral Appeals Group,
St. Petersburg, Florida 1985*

*Law Office of Charles Scully, St. Petersburg, Florida
April 1985 through November 1985*

*Franks & Megias, West Palm Beach, Florida
September 1985 through August 1992*

*Established RAE FRANKS, ESQUIRE, P.A., September 1992
Of Counsel with Thaler & Thaler, P.A. January 1993 through 2002*

Areas of Practice:

*Real estate/Real estate litigation
Family law
General civil practice with emphasis on collections*

Other qualifications and associations:

*Member, Attorneys' Title Insurance Fund,
1986 through present*

*Secretary of Palm Beach County Human Rights Council
1993 through present
(Active participant in "No on One" Campaign to maintain
intact the City of West Palm Beach's Human Rights Ordinance)
Secretary of PBC HRC 1998 through present*

*Board Member, Palm Beach County Fair Housing Board
2002 through present (hearing officer for discrimination cases
For housing and employment)*

*Board Member, City of West Palm Beach Zoning Appeals Board
2002 through present (hearing officer for city zoning issues)*

*Board Member, Southside Neighborhood Association
2002 to 2007*

*Certified Family Court Mediator, 1991 through 2002
(Statewide certification)*

*Prior volunteer position, Attorney Ad Litem, Palm Beach
County, Florida*

*Founding member and Recording/Corresponding Secretary,
Palm Beach County Hispanic Bar Association,
1990 through 1992. Board director, 1992 to present. President,
2001 through 2002.*

*Board of Directors, Southlake II Homeowners' Association,
Boynton Beach, Florida, 1990 through 1997.
President of Southlake II Homeowners' Association,
1991 through 1997*

*Former Member, Hispanic Branch of Palm Beach County Kiwanis,
1990-1991. Rejoined 1993. Group not in existence now.*

*Board of Directors, Association of Professional Mortgage Women,
1990 through 1997 (local group disbanded)
Corresponding secretary, 1991 through 1993
Treasurer, 1994 through 1997*

*Delegate member, Democratic Executive Committee (DEC),
Palm Beach County, Florida 1991 and 1992*

Member, Young Democrats, Palm Beach County, 1988 through 1990

*Member, National Organization for Women (NOW),
Treasurer, 1994 through 1998*

Former Member, Florida Association for Women Lawyers (FAWLS)

*Founding Member, Women's Political Caucus (Palm Beach Chapter),
Treasurer, Women's Political Caucus (Palm Beach Chapter),
1992 to 1995*

*Parliamentarian, Hillary Rodham Clinton Democratic Club, 1996
(Club presently known as Palm Beach County Democratic
Women's Club)*

Associate Member, Palm Beach Board of Realtors, 1993

*Member, Nuisance Abatement Board, Boynton Beach, Florida
1993-1995. (Note: no meetings were held during this tenure)*

Member of Palm Beach County Bar Association

Legal Awards and Honors:

*Co-recipient of Palm Beach County Legal Aid Society's 1995
"Legislative Advocacy Award", for co-drafting the City of
West Palm Beach, Florida's "Human Rights Ordinance"*

Personal:

*Fluent in Spanish
Resident of Palm Beach County 1961-1968, 1985 to present date
Resident of Boynton Beach, 1989-1992.
Resident of West Palm Beach 1985-1989, 1992 to present date
Business owner in West Palm Beach from 1985 to present date
Married to the late T. Harold Williams II*



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
<u>None known</u>	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

_____ 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: RAE FRANKS
 Print or Type

ADVISORY BOARD(S): Palm Beach County Fair Housing/Equal Employment 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: Rae Franks Date: 6/27/10

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



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: RAE FRANKS
 Print or Type

ADVISORY BOARD(S): PBC Fair Housing / Employment Bd

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: 6/27/10

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

Revised 3/19/2010

"An Equal Opportunity
 Affirmative Action Employer"

**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 resumé to this form.

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

Board Name: Emergency Medical Services Advisory Council

At Large Appointment or District Appointment

Term of Appointment: 2 Years. From: August 17, 2010 To: August 16, 2012

Seat Requirement: Consumer – District 6 Seat #: 14

*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: Cayson Elizabeth
Last First Middle

Occupation/Affiliation: Community Relations Specialist

Business Name: Health Care District of Palm Beach County

Business Address: 1500 NW Ave. "L" #B

City & State: Belle Glade, FL Zip Code: 33430

Residence Address: 17505 36th Ct. N.

City & State: Loxahatchee, FL Zip Code: 33470

Home Phone: (561) 784-9795 Business Phone: (561) 996-0129

Cell Phone: (561) 512-6350 Fax: (561) 992-5053

Email Address: Ehernand@hcdpbc.org

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: *Elizabeth J. Cayson* Date: 6/8/10

Part III (to be filled out by Commissioner):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: *Scott A. S. ...* Date: 7/22/10

17505 36th Court N
Loxahatchee, Florida 33470
(561) 784-9795

Phone 561-996-0129
Fax 561-992-5053
E-mail Ehernand@hcdpbc.org

Elizabeth Fernandez Cayson

- Objective** A position in community relations with the opportunity to contribute to the efficient operation of the firm and to provide service to the community.
- Education**
- 2009- Palm Beach Atlantic University, West Palm Beach, Florida
- Masters of Science in Organizational Leadership
- 2006-Barry University, West Palm Beach, Florida
- Bachelors of Public Administration
- 1998- Northwood University, West Palm Beach, Florida
- Associates in Business Management
- Professional Experience**
- 1995 – Present- Health Care District of Palm Beach County, Belle Glade, Florida
- Community Relations Specialist
- Interface with representatives of government, non-profit and citizen groups in western Palm Beach County to ensure that the interests and concerns of the District and these groups are effectively communicated. Provide managerial, supervisory and budgetary support for the functioning of the District's Western Office including the marketing of the new hospital Lakeside Medical Center.
- 1997-2007-Glades Boys and Girls Club Belle Glade, Florida
- Before Care Director-Part-time position**
- Supervise staff of 24 employees at six different school sites. Oversee academic enhancement program, which serves 200 students. Providing quality educational, vocational, health, social and character development programming for children in need.
- 1993-1994-Palm Beach County Health Department-Health Education
- Health Educator**
- Provide educational sessions to clients of the Health Department. Topics ranging from Family Planning, Children Health Issues, safety issues in adults and children and elderly. Translate Diabetes classes. Provided English and Spanish sessions to the community as well. (Schools, afterschool programs, childcare centers, housing projects, etc)

Professional Memberships

Pahokee Chamber of Commerce, Belle Glade Chamber of Commerce, Hispanic Chamber of PBC, International Leadership Association, and National Society of Hispanics MBAs

Languages

Communicate well when speaking and writing in English and Spanish

Community Activities

Glades Health Initiative Board of Directors-Chairman

Former member of Glades PATCH (Planned Approach to Community Health) for 18 years

Leadership Glades Advisory Board-Past President

Leadership Focus (2005)

Leadership Glades (1996)

Pahokee Rotary Club-Past president

Belle Glade Lions Club-Past President

Woman's Club of Belle Glade

Pahokee Chamber of Commerce Board of Directors-Current Vice President

Belle Glade Chamber of Commerce Advisory Board

Palm Beach County Citizen Advisory Committee Member

Glades Initiative Inc., Board of Directors- Past President

Dolly Hand Cultural Arts Advisory Board of Directors-Past President

The EDGE Center-Served as President

Everglades Area Health Education Center –Advisory Board

Washington, DC Fly-In Leadership Academy (1999)

References

Donia Roberts, Attorney at Law

257 SE Dr. Martin Luther King Jr. Blvd., Belle Glade, FL 33430

(561) 993-0990

Keith Wedgworth, Wedgworth Farms

651 NW 9th St., Belle Glade, Fl 33430 (561) 261-2517

Dr. Esther Berry, City Commissioner, City of South Bay

335 SW 2nd Avenue, South Bay, Fl 33493 (561) 996-6751

Sandra Chamblee, Executive Director, Glades Health Initiative

136 South Main St., Belle Glade, Fl 33430 (561) 996-0500

Volunteer Experiences

Dwyer Awards-Selection Committee

Pahokee Housing Authority Board of Directors

American Red Cross

Palm Beach County Take Stock in Children

Palm Beach County Victim Services

Palm Beach County Guardian Ad Litem

Palm Beach County Peppi Headstart Program

PBC Headstart (Pahokee)

Black Gold Jubilee Festival

Grassy Waters Festival

American HEART Association

Glades Community Development Corporation/Vision to Action

PBC Health Department (Glades) Community Service Board

Canal Point Elementary School Advisory Board

Muscular Dystrophy Association

American Cancer Society-Relay for Life Event-Glades

Awards Received

Glades NAACP-Diversity Award 2007, G.I.N. Community Award 2006, Belle Glade Lions Club-Lions of the Year 2003, PBCC-Woman of Accomplishment Award'00, Pahokee Rotary Club- Rotarian of the Year '99, PBC Health Department- Volunteer of the Year Award '97, and numerous Certificate of Appreciation Certificates

Church Affiliation

Community of Hope, Royal Palm Beach, Florida



TO: ADVISORY BOARD MEMBERS

**FROM: ROBERT WEISMAN
COUNTY ADMINISTRATOR**

RE: PALM BEACH COUNTY CODE OF ETHICS

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

_____ Yes, submit a waiver 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 Lynette Schurter at 561-712-6696 for other arrangements.

Acknowledgment of Receipt

NAME: Elizabeth F. Capson
Print or Type

FIRM/COMPANY/ORGANIZATION: Health Care District of PBC

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: Elizabeth F. Capson Date: 7/13/2010

Please sign and return this FORM to Lynette Schurter, Palm Beach County Emergency Management, 20 S. Military Trail, West Palm Beach, FL 33415



TO: ADVISORY BOARD MEMBERS

**FROM: ROBERT WEISMAN
COUNTY ADMINISTRATOR**

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

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Please read and make yourself familiar with the Guide and return the acknowledgment form below to: Lynette Schurter, Palm Beach County Emergency Management, 20 S. Military Trail, West Palm Beach, FL 33415. If you cannot access this document on the web, please contact Lynette Schurter at 561-712-6696 for other arrangements.

Acknowledgment of Receipt

NAME: ELIZABETH F. CAUSAL
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: [Handwritten Signature] Date: 7/13/2010