

6A-1

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARD APPOINTMENT SUMMARY

Meeting Date: October 19, 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:**

Appoint one (1) At large member to the Education and Government Programming Advisory Board for a term of two (2) years.

<u>Appoint:</u>	<u>Seat</u>	<u>Requirement</u>	<u>Nominated By</u>	<u>Term</u>
Dr. Bernadette Mendonez Russell	5	Adult Educator	Comm. Marcus Comm Taylor Comm. Abrams	10/19/10 -10/18/12

**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 August 12, 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 E&GP Board has 10 member seats currently filled and a diversity count of : White: 7 (70%), Black: 1 (10%), Asian: (10%), and Hispanic: 1 (10%). The gender ratio (male: female) is 3:7.

- Attachments:**
- 1) Memo to the BCC
  - 2) Board Appointment Information Forms
  - 3) Resumes for Dr. Russell
  - 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] 10/5/10  
Department Head Date

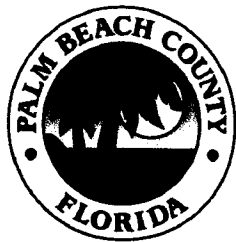
Legal Sufficiency: [Signature] 10/5/10  
Assistant County Attorney Date

II. REVIEW COMMENTS

Other Department Review:

\_\_\_\_\_  
Department Director

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



Public Affairs Department  
PBC TV Channel 20

P.O. Box 1989  
West Palm Beach, FL 33402-1989  
(561) 355-4573  
FAX: (561) 355-6685  
www.pbcgov.com



Palm Beach County  
Board of County  
Commissioners

Burt Aaronson, Chair  
Karen T. Marcus, Vice Chair

Shelley Vana  
Steven L. Abrams  
Jess R. Santamaria  
Priscilla A. Taylor

County Administrator

Robert Weisman

"An Equal Opportunity  
Affirmative Action Employer"

Official Electronic Letterhead

# Memorandum

Date: August 12, 2010

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

Thru: Lisa De La Rionda *Lisa De La Rionda*  
Director, Public Affairs Department

From: Lester Williams *Lester Williams*  
Station Manager, PBC TV Channel 20

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

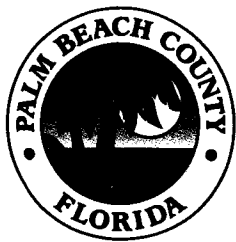
---

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 one (1) member whose terms is expiring and who has expressed an interest in continuing on the board.

Advisory Board Seat Number 5 is currently filled by Dr. Bernadette Mendonez-Russell, Provost of Palm Beach State College. The requirement for this seat is to be an adult educator. Dr. Russell meets this requirement. This reappointment would be for a term of two years. The current term for Dr. Bernadette Mendonez-Russell expires on Aug 18, 2010. Dr. Russell would like to be reappointed.

We have attached completed Board Appointment information forms for the individual who wish to be nominated and reappointed to the above mentioned seat. We have also attached blank Board Appointment information forms for your nominations. Please fill out the forms completely and return to me by Friday, Aug 27, 2010 so we may prepare an agenda item for your consideration on the Tuesday, September 14, 2010 agenda.

Attachment # 1



March 12, 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 resume to this form.*

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

Board Name: Education & Government Programming Advisory Board

At Large Appointment or  District Appointment

Term of Appointment: 2 Years. From: 8/19/10 To: 8/18/12

Seat Requirement: Adult Education Seat #: 5

\*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 Dr. Russell Bernadette M.  
Last First Middle

Occupation/Affiliation: Provost

Business Name: Palm Beach State College

Business Address: 3000 Saint Lucie Avenue

City & State: Boca Raton, FL Zip Code: 33431

Residence Address: 2105 Lavers Circle, Unit 106

City & State: Delray Beach, FL Zip Code: 33444

Home Phone: (570) 881-3384 Business Phone: (561) 862-4400 Ext.

Cell Phone: (561) 400-8545 Fax: (561) 862-4406

Email Address: russellb@palmbeachstate.edu

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: 7/27/10

**Part III (to be filled out by Commissioner):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: [Signature] 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.*

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

Board Name: Education & Government Programming Advisory Board

At Large Appointment or  District Appointment

Term of Appointment: 2 Years. From: 8/19/10 To: 8/18/12

Seat Requirement: Adult Education Seat #: 5

\*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 Dr. Russell Bernadette M.  
Last First Middle

Occupation/Affiliation: Provost

Business Name: Palm Beach State College

Business Address: 3000 Saint Lucie Avenue

City & State Boca Raton, FL Zip Code: 33431

Residence Address: 2105 Lavers Circle, Unit 106

City & State Delray Beach, FL Zip Code: 33444

Home Phone: (570) 881-3384 Business Phone: (561) 862-4400 Ext.

Cell Phone: (561) 400-8545 Fax: (561) 862-4406

Email Address: russellb@palmbeachstate.edu

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: 7/27/10

**Part III (to be filled out by Commissioner):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: Steven L. Abrams Date: 8/17/10

# **New Provost named for Palm Beach Community College at Boca Raton**

(Boca Raton, Fla. – Aug. 22, 2007) Dr. Bernadette Mendonez Russell, a former economist with more than 20 years of higher education experience, has been named the new provost of Palm Beach Community College's Boca Raton campus.

Russell was appointed by PBCC President Dennis P. Gallon after a nationwide search. She comes to PBCC from Marywood University in Scranton, Pa., where she has served as Dean of the School of Continuing Education since 2001. She takes leadership of the 6,000-student campus Sept. 4, and replaces Dr. Celeste Beck who retired earlier this year.

"I'm very excited. It's a great opportunity for me to assume the position of provost of the Boca Raton campus because when I toured it, it looked like it was a very dynamic campus, and the people are friendly. I really like the atmosphere," she said.

Russell has extensive experience with community colleges and has spent much of her career in administrative positions with Onondaga Community College in Syracuse, N.Y. She taught economics for 10 years before beginning her administrative career in 1989 as the director of institutional research and planning at Onondaga. She later served as Onondaga's dean of arts and sciences and vice president for academic affairs. She also has served as dean of the division of humanities and social sciences at Middlesex County College in Edison, N.J.

A native of the Philippines, Russell came to the United States in 1975 as an international student at Syracuse University, where she earned a master's degree in urban and regional planning and a Ph.D. in social sciences with a focus on economics and planning. She also holds a bachelor's degree and a master's degree in economics from the Philippines. Before coming to the U.S., she worked as an economist for the United Nations Development Programme in the Philippines.

Russell has received numerous awards, including a Fulbright Administrative Award to Germany in 1997. As a dean at Onondaga Community College, she received the Chancellor's Award for Excellence in Professional Service for the State University of New York in 1991 to participate in Harvard University's Management Development Program.

Dr. Bernadette M. Russell

Bio

- Serving the Boca Raton campus of Palm Beach Community College since September 2007 as Provost.
- Completed at Syracuse University a Ph.D. in Economics from the Maxwell School of Citizenship. A Master's of Science in Urban and Regional Planning, from Syracuse University, which was the second master's degree, the other one was in Economics.
- Teaching economics was my initial passion, and continues to be a discipline of interest. Previously Dean at Marywood University, where I carried out my commitment to higher education and experience community engagement by promoting the interest of the university community.
- Interested in the economic development of the region.
- Interested in providing international experience to community college students and promote an understanding of global issues.
- Prior to that, all my higher education experience was devoted to community colleges. First as director of institutional research and planning, then as dean of arts and sciences (in two community colleges) and as an academic vice president - covering 15 years of higher education experience. When Fulbright provided me an award to Germany, I lectured on the U.S community college system, visiting several universities and meeting with higher education administrators and faculty. State University of New York granted me the chancellor award in "professional excellence". Also I received through State University of New York a fellowship to go to Harvard University for its Management Development Program.
- Other professional job: economist for the United Nations Development Programme.





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>
I work for Palm Beach State College and Palm Beach State College, as a government entity, has various contracts with Palm Beach County.			
_____	_____	_____	_____
_____	_____	_____	_____

\_\_\_\_\_ 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: Dr. Bernadette Russell  
 Print or Type

FIRM/COMPANY/ORGANIZATION: Palm Beach State College

ADVISORY BOARD(S): SBA Advisory Committee/Education & 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: *Bernadette M. Russell* Date: August 18, 2010

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.



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:** Dr. Bernadette Russell  
 Print or Type

**ADVISORY BOARD(S):** SBA Advisory Committee/Education &  
 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: *Dr. Bernadette M. Russell* Date: August 18, 2010

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

Revised 3/19/2010

"An Equal Opportunity  
 Affirmative Action Employer"



### Education and Government Programming Advisory Board

Seat #	Requirement	Incumbent	Affiliation	Term
1	Broadcast General Manager	John Spinola	WFLX-TV, Raycom Media	4/18/10-4/17/12
2	Broadcast Engineer	Keith Betts	WTVX TV/CW Network Channel 34	5/1/09-4/30/12
3	Marketing Director	Carey O'Donnell	Cary O'Donnell Public Relations Group	4/18/10-4/17/12
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	7/20/10-7/19/12
10	Resident of PBC	Cheryl Carpenter-Kimek	Carpenter Kimek & Assoc.	7/20/10-7/19/12

Attachment #

6

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.

BOOK 1157 PAGE 091

R 92 388

function :

- 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.

R 92 388

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 Elmqvist 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

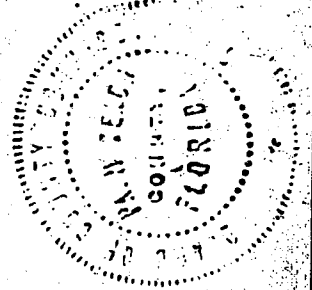
John B. Dunkle, Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: Jean Haverly  
Deputy Clerk

By: Dennis M. Distel  
County Attorney

resolutn.egg



R92 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.

R 91 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

BOOK 1090 PAGE 005 91 1489

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	<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

By: Joan Haverly  
Deputy Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: Devin M. Distel  
County Attorney



resolutn.egg

891 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 LEGAL SUFFICIENCY PALM BEACH COUNTY, FLORIDA, BY ITS  
BOARD OF COUNTY COMMISSIONERS

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

By: *Deanna Martych* By: *Linda C. Hickman*  
Deputy Clerk

advisory.res

R92 388

<b>Education &amp; Government Programming Advisory Board 2009-2010</b>							
<b>Meeting Dates</b>	<b>5/14/2009</b>	<b>10/1/2009</b>	<b>12/10/2009</b>	<b>3/11/2010</b>	<b>06/10/10-EOC</b>	<b>10/21/2010</b>	<b>12/9/2010</b>
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		

Attachment #

8