

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARD APPOINTMENT SUMMARY

Meeting Date: May 17, 2011

Department: Fire-Rescue

Advisory Board Name: Fire Rescue Advisory Board

1. Executive Brief:

Motion and Title: Staff recommends motion to approve: appointment/reappointments to the Fire Rescue Advisory Board for the terms indicated below:

Appoint:

<u>Nominee</u>	<u>Seat No.</u>	<u>Category</u>	<u>Term</u>	<u>Nominated By</u>
Wallace DuPont	1	Professional	5/17/2011 12/15/2011	Commissioner Taylor Commissioner Aaronson

Reappoint:

<u>Nominees</u>	<u>Seat No.</u>	<u>Category</u>	<u>Term</u>	<u>Nominated By</u>
James Tippet	2	Contractor	5/17/2011- 5/16/2014	Commissioner Burdick

Jay Littman	5	Business Owner	05/17/2011- 05/16/2014	Commissioner Burdick
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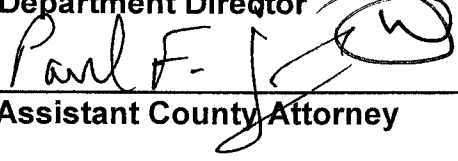
**Summary:** The Fire Rescue Advisory Board was created by Resolution No. R89-1661 and revised by No. R92-596 on April 28, 1992. This board consists of seven (7) (At Large) members with specific fields of expertise and serve three (3) year terms. The appointment of Mr. Dupont will fill the unexpired term left by Mr. Michael Bornstein, who resigned on February 28, 2011. On March 14, 2011, a memo was distributed to the County Commissioners requesting nominations to the board. No other nominations have been received. Countywide (PK).

**Background and Justification:** continued on page 2

**Attachments:**

1. Board Appointment Nominee Information Forms
2. Biography for Nominee –Wallace DuPont, James Tippet and Jay Littman
3. Resolution No. R89-1661; Resolution No. R92-596
4. Current List of Advisory Board Members
5. Fire Rescue Advisory Board Meeting Dates
6. Memo dated March 14, 2011 to Commissioners requesting nominations.
7. Sunshine Amendment and Code of Ethics Acknowledgement of Receipt
8. Code of ethics Acknowledgement of Receipt
9. Fire Rescue Advisory Board Attendance Record

Recommended By:  4-27-11  
 Department Director Date

Approved By:  5/3/11  
 Assistant County Attorney Date

## BOARD APPOINTMENT SUMMARY

(CONTINUED)

**Background and Justification:** The Fire Rescue Advisory Board was established by resolution in 1989 and provides input on the effectiveness and adequacy of fire rescue services. The Fire Rescue Advisory Board requires appointment by the County Commission of individuals by specific fields of expertise to provide an organized method of receiving citizen input on fire rescue services and making recommendations to the Board of County Commissioners and to the Fire Rescue Department. The current ethnic diversity breakdown of the board is five (5) Caucasian Males, one (1) African-American Male, and one (1) Caucasian Female.

**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: Fire Rescue Advisory Board

At Large Appointment      or       District Appointment

Term of Appointment: 3 Years.      From: 5/17/2011      To: 12/15/2011

Seat Requirement: Professional      Seat #: 1

\*Reappointment      or       New Appointment

or  to complete the term of Mike Bornstein      Due  resignation  other to: \_\_\_\_\_  
Completion of term to expire on: 12/15/11

**\*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: DuPont Last      Wallace First      S. Middle

Occupation/Affiliation: Retired Educator

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

City & State \_\_\_\_\_ Zip Code: \_\_\_\_\_

Residence Address: 408 South Mangonia Circle

City & State West Palm Beach Zip Code: 33401

Home Phone: 561-659-2044 Business Phone: ( ) Ext. \_\_\_\_\_

Cell Phone: (561) 313-9338 Fax: (561) 833-7256

Email Address: Wallace.d@pdl.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 checked="" type="checkbox"/> BM (African-American Male) |
| <input type="checkbox"/> HF (Hispanic-American Female) | <input type="checkbox"/> HM (Hispanic-American Male)           |
| <input type="checkbox"/> WF (Caucasian Female)         | <input type="checkbox"/> WM (Caucasian Male)                   |

Applicant's Signature: Wallace S. DuPont      Date: 4/4/11

**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 résumé to this form.*

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

Board Name: Fire REscue Advisory Board

At Large Appointment                      or                       District Appointment

Term of Appointment: 3 Years.                      From: 5/17/11                      To: 5/16/2014  
10/16/10                      10/15/2012

Seat Requirement: Building Industry                      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.**

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: TIPPETT                      JAMES                      ✓  
Last                      First                      Middle

Occupation/Affiliation: Contractor

Business Name: Self Employed

Business Address: 2453 Country Oaks Lane

City & State: Palm Beach Gardens                      Zip Code: 33410

Residence Address: same

City & State: same                      Zip Code: \_\_\_\_\_

Home Phone: (561) 776-8149                      Business Phone: ( ) same                      Ext. \_\_\_\_\_

Cell Phone: ( )                      Fax: ( )

Email Address: \_\_\_\_\_

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 type="checkbox"/> WF (Caucasian Female)         | <input checked="" type="checkbox"/> WM (Caucasian Male)   |

Applicant's Signature: [Signature]                      Date: 3/9/11

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

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

Commissioner's Signature: [Signature]                      Date: 03/28/2011



**Wallace S. DuPont**  
408 South Mangonia Circle  
West Palm Beach, Florida 33401  
(561) 659-2044  
Cell: (561) 313-9338  
Wallaced561@aol.com

**Work History:**

Retired - Palm Beach County School Board  
Various Positions - 1968 - 2000

**Educational Credentials:**

F.A.M.U.B.S. - Political Science/History - 1968

F.S.U. Social Studies Institute - 1969

Nova Southeastern M.S. Administration and Supervision

F.A.U. Post Graduate Studies

**Personal Information:**

I moved to West Palm in 1968. I am married to Mary Ann DuPont and we have one daughter and one granddaughter.

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**ATTACHMENT #2**

**James V. (Jim) Tippett**

2453 Country Oaks Ln.  
Palm Beach Gardens, FL 33410

Office 561-776-8149 Cell 561-308-9401  
e-mail [j.tippett346@comcast.net](mailto:j.tippett346@comcast.net)

**Professional Experience**

**Tippett Construction Inc - Palm Beach Gardens, FL**  
High End Residential and Commercial Construction  
Jan 2005 to Present

**deGuardiola Properties Inc - Jupiter, FL**  
Director of Construction and Development  
Nov 2003 to Jan 2005

**Abacoa Development Company - Jupiter, FL**  
Project Manager  
Mar 1996 to Nov 2003

**Canterbury at PGA National - PB Gardens, FL**  
Project Manager / Qualifier  
Oct 1993 to Mar 1996

**The Ecclestone Corporation - PB Gardens, FL**  
Superintendent / Construction Manager  
Feb 1993 to Oct 1993

**Tippett Construction Corporation - PB Gardens, FL**  
President - Qualifier  
Oct 1986 to Feb 1999

**Palm Beach Ambulance Service - WPB, FL**  
Emergency Medical Technician / Driver  
Dec 1972 to Sept 1978

**Personal Information**

Born 11/20/56 in Cincinnati, Ohio  
Resident of West Palm Beach since June 1988  
Married 25 years, wife Joyce is a Registered Nurse  
Nine year old daughter, Sienna



## **Jay Robert Littman**

7555 Tarpon Cove Circle  
Lake Worth, Florida 33467  
(561) 439-7999  
[jaynsherry@aol.com](mailto:jaynsherry@aol.com)

### **Professional Experience**

NYC School System - Retired Principal  
Thirty-six (36) years of service

### **Personal Information**

I have been a full-time resident of Palm Beach County for 15 years. I moved to Florida from the northeast, having lived in both New York and Pennsylvania. Sherry and I have been married for 53 years and our three children and their spouses have blessed us with nine grandchildren. Two of our children live in New Jersey and our oldest daughter moved to Panama City, Florida after her husband retired, as a career officer, from the USMC. I am a retired Junior High School Principal who served in the NYC school system for thirty-six years. As an educational leader I worked closely with colleagues, parents, community leaders, elected officials, five different unions, numerous social and health agencies and New York City's uniformed services. During my years in Florida I have served on community advisory boards and committees. Additionally I served as a member of the Board of Directors of the Delray Alliance. I have been an active member of the PBCFR Advisory board for two terms.

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, ESTABLISHING A FIRE-RESCUE ADVISORY BOARD, CONSISTING OF SEVEN MEMBERS; PROVIDING FOR CATEGORIES OF MEMBERS; PROVIDING FOR APPOINTMENT OF INITIAL AND SUBSEQUENT TERMS; PROVIDING FOR PURPOSE; AND DELINEATING THE BOARD'S DUTIES AND RESPONSIBILITIES.

WHEREAS, the Palm Beach County Comprehensive Plan calls for the establishment of a Fire-Rescue Advisory Board to review and comment upon fire-rescue services in the community; and

WHEREAS, the Board of County Commissioners desires to establish such advisory board to work closely with the Fire-Rescue Administrator on fire-rescue related issues; and

WHEREAS, the Board of County Commissioners of Palm Beach County desires that the Fire-Rescue Advisory Board shall from time to time consider matters placed before it for comment and recommendation.

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

1. The Palm Beach County Fire-Rescue Advisory Board is hereby created and established with said Advisory Board to consist of seven (7) members and be appointed by majority vote of the Board of County Commissioners with specific expertise in the following areas:

<u>Number</u>	<u>Category</u>
1	Professional (e.g. city manager, attorney, educator, planner)
1	Financial (e.g. banker, CPA, or CFA)
1	Building Community (e.g. engineer, architect, contractor)
1	Health Services Field (e.g. hospital administrator, Emergency Room physician, nurse)
1	Business (e.g. small business owner, retail manager, etc.)
2	Consumers (e.g. general citizen or other user of services)

2. Initial appointments will be made for staggered terms of one, two, or three years. Thereafter, all reappointments will be for three year terms.

PURPOSE:

1. To provide input on the effectiveness and adequacy of fire-rescue services including but not limited to:
  - level of service
  - capital improvement projects
  - alternative funding mechanisms
2. To provide an organized method for receiving citizen input on fire-rescue services and creating a communication network for recipients of the service;
3. To advise on existing and proposed services and growth and direction of the department as a whole;
4. To assist with inter-governmental relations;

5. To develop a familiarity with the fire-rescue delivery system in Palm Beach County and to act as an advocate to improve fire protection and emergency medical services throughout the County;

6. To assist with problem-solving to remedy major policy issues or controversial topics in the community related to fire-rescue as presented to the Board by the Fire-Rescue Administrator.

**ORGANIZATION:**

1. All members of the Fire-Rescue Advisory Board shall be eligible for reappointment for one consecutive term of three years subject to the concurrence of the Board of County Commissioners.

2. The members of the Fire-Rescue Advisory Board shall serve without compensation or reimbursement of personal expenses.

3. The Fire-Rescue Administrator shall serve as an *ex-officio* member of the Advisory Council.

4. The members of the Advisory Council will elect a Chairman and Vice chairman from among its membership.

5. The Advisory Council is not authorized to expend any funds unless it has prior authorization by the Board of County Commissioners.

6. The Advisory Council shall meet on a bi-monthly basis, or more frequently if needed, by written notification to all members by the Chair. The Fire-Rescue Administrator will prepare all meeting agendas, and provide for appropriate staffing.

7. All meetings shall be open to the public, and in accordance with the laws regulating government in the sunshine. A majority of the members of the Advisory Board shall constitute a quorum. The Advisory Board may adopt such other rules for its operations and proceedings as it deems desirable.

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

CAROL J. ELMQUIST  
KAREN T. MARCUS  
CAROL A. ROBERTS  
RON HOWARD  
CAROLE PHILLIPS

The Chairman thereupon declared the resolution duly passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 1989.

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

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

JOHN J. [unclear] CLERK

BY: \_\_\_\_\_  
County Attorney

BY: \_\_\_\_\_  
Deputy Clerk

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AMENDING RESOLUTION NO. R-89-1661, REQUIRING FUTURE APPOINTEES TO THE FIRE RESCUE ADVISORY BOARD TO BE INDIVIDUALS DIRECTLY AFFECTED BY PALM BEACH COUNTY FIRE RESCUE.

WHEREAS, the Board of County Commissioners created a Fire Rescue Advisory Board to work closely with the Fire Rescue Administrator on fire-related issues; and

WHEREAS, the Fire Rescue Advisory Board is a very actively involved and efficient Board; and

WHEREAS, the Board of County Commissioners believes that the Advisory Board's effectiveness will be enhanced by requiring all future appointees to said Board to be individuals who are directly affected by the Palm Beach County Fire Rescue Department either through residential, governmental, or business affiliation.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Palm Beach County, Florida, that:

Section 2 of Resolution No. R-89-1661 shall be amended to read:

2. Initial appointments will be made for staggered terms of one, two, or three years. Thereafter, all reappointments will be made for three year terms. Notwithstanding the foregoing, all future appointees shall be individuals who are directly affected by the Palm Beach County Fire Rescue Department through either residential, governmental or business affiliation.

This resolution shall become effective upon its adoption.

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

KAREN T. MARCUS	- Aye
CAROLE PHILLIPS	- Aye
CAROL A. ROBERTS	- Aye
CAROL J. ELMQUIST	- Aye
MARY MCCARTY	- Aye
KEN FOSTER	- Aye
MAUDE FORD LEE	- Aye

The Chair thereupon declared the resolution duly passed and adopted this 28th day of April, 1992.

MILTON T. BAUER, CLERK

BOARD OF COUNTY COMMISSIONERS  
OF PALM BEACH COUNTY, FLORIDA

BY: Judith B. Crosbie  
Deputy Clerk

BY: [Signature]  
Chair

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

BY: [Signature]  
County Attorney

(H:\cjh\WPDATA\freescu.brd)

R92 596



PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
FIRE RESCUE ADVISORY BOARD

I. AUTHORITY :

Resolution No. R-92-596, adopted on April 28, 1992.

II. APPOINTING BODY :

Board of County Commissioners

III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :

This Board is composed of (7) seven members with expertise in the following areas: one (1) professional; one (1) financial; one (1) building community; one (1) health services field; one (1) business; two (2) consumers. The initial appointments will be made for staggered terms of one, two, or three years. Thereafter, all appointments will be for three (3) year terms. The members shall serve without compensation or reimbursement of personal expenses.

EXTENDED COMPOSITION :

IV. MEETINGS :

Fourth Thursday of the month at 1:30 p.m., 405 Pike Road, WPB. No meeting in December.

V. FUNCTIONS :

To provide input on the effectiveness and adequacy of fire rescue services including but not limited to: level of service, capital improvement projects and alternative funding mechanisms; to provide an organized method for receiving citizen input on fire rescue services and creating a communication network for recipients of the service; to advise on existing and proposed services and growth and direction of the department as a whole; to assist with inter-governmental relations; to develop a familiarity with the fire rescue delivery system in Palm Beach County and to act as an advocate to improve fire protection and emergency medical services throughout the County; and to assist with problem-solving to remedy major policy issues or controversial topics in the community related to fire rescue as presented to the Board by the Fire Rescue Administrator.

VI. LIAISON INFORMATION :

LIAISON DEPARTMENT

Fire Rescue

CONTACT PERSON

Laura Chau

ADDRESS

405 Pike Rd  
West Palm Beach FL 33411  
Phone # 561-616-7001

ATTACHMENT # 4



FIRE RESCUE ADVISORY BOARD

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME PHONE	SEAT REQUIREMENT	APPOINT DATE	RE-APPOINT DATE	EXPIRE DATE
Appointed By : AT Large									
1	Vacant	Member	UN	M	--	Professional			12/15/2011
	FL								
NOMINATED BY :									
2	James Tippett	Member	CA	M	561-776-8149	Contractor	09/28/2004	10/16/2007	10/15/2010
	2453 Country Oaks Ln Palm Beach Gardens FL 33410								
NOMINATED BY :									
3	Harold Ostrow	Member	CA	M	561-495-2230	Financial Representative	03/17/2009		03/16/2012
	6585 Kensington Ln N Apt 296 Delray Beach FL 33446								
NOMINATED BY :									
4	Dr. Richard Galeta	Member	CA	M	561-586-4402	Health Care Services	12/15/1999	12/16/2008	12/15/2011
	8315 Pine Tree Ln Lake Clarke Shores FL 33406								
NOMINATED BY :									

Appointed : AT Large

5 Jay Robert Littman Member CA M 561-439-7999 Business Owner 12/05/2006 02/25/2008 02/24/2011  
7555 Tarpon Cove Cir  
Lake Worth FL 33467

NOMINATED BY :

6 Lucille Karasick Member CA F 561-495-2246 Consumer Of Fire Rescue Service 02/25/1999 02/25/2008 02/24/2011  
14310 Strathmore Ln 207  
Delray Beach FL 33446

NOMINATED BY :

7 Titus Rich Member AA M 561-775-5461 Consumer Of Fire Rescue Service 12/15/1999 12/16/2008 12/15/2011  
617 Mangonia Cir S  
West Palm Beach FL  
33401

NOMINATED BY :



**FIRE RESCUE ADVISORY BOARD  
2011 MEETING SCHEDULE**

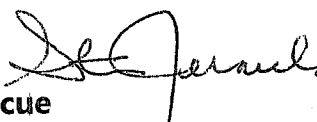
<b>January 13, 2011 1:30 p.m. Everglades Room</b>	<b>No February Meeting</b>
<b>March 10, 2011 1:30 p.m. Everglades Room</b>	<b>No April Meeting</b>
<b>May 12, 2011 1:30 p.m. Everglades Room</b>	<b>No June Meeting</b>
<b>July 14, 2010 1:30 p.m. Everglades Room</b>	<b>No August Meeting</b>
<b>September 8, 2011 1:30 p.m. Everglades Room</b>	<b>No October Meeting</b>
<b>November 10, 2011 1:30 p.m. Everglades Room</b>	<b>No December Meeting</b>

**PALM BEACH COUNTY FIRE RESCUE**

Inter-Office Memorandum

**DATE:** March 14, 2011

**TO:** The Honorable Karen Marcus, Chair &  
Members of the Board of County Commissioners

**FROM:** Steve Jerauld, Fire Chief   
Palm Beach County Fire Rescue

**RE:** Fire Rescue Advisory Board

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The terms of Jay Littman and Lucille Karasick expired on February 24, 2011. Mr. Littman has expressed an interest in being reappointed to the Fire Rescue Advisory Board. Ms. Karasick will not be seeking reappointment, and therefore we will be seeking a replacement to fill the consumer of fire rescue category. Jay Littman represents the business owner category.

The term of Jim Tippet expired on October 15, 2010. Mr. Tippet has expressed an interest in being reappointed to the Fire Rescue Advisory Board. Mr. Tippet represents the Building Category. Michael Bornstein, who represents the professional category has asked to be removed from the Fire Rescue Advisory Board (copy of resignation letter attached). Therefore, we are seeking a replacement to fill the professional category.

Please use the attached form if you wish to nominate these individuals or someone else to fill these vacancies on the Fire Rescue Advisory Board. Please forward nominations to Laurie Chau by Friday, March 31, 2011.

SBJ/lc  
attachment

**ATTACHMENT #6**



**TO: ADVISORY BOARD MEMBERS**  
**FROM: ROBERT WEISMAN**  
**COUNTY ADMINISTRATOR**  
**RE: STATE GUIDE TO THE SUNSHINE**  
**AMENDMENT & CODE OF ETHICS**

**Fire Rescue**  
 Chief Steven B. Jerauld  
 405 Pike Road  
 West Palm Beach, FL 33411  
 (561) 616-7000  
 www.pbcgov.com



**Palm Beach County  
 Board of County  
 Commissioners**

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

**County Administrator**  
 Robert Weisman

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: Laurie Chau, Palm Beach County Fire Rescue, 405 Pike Road, West Palm Beach, Florida 33415. If you cannot access this document on the web, please contact Laurie Chau at (561) 616-7001 for other arrangements.

**Acknowledgment of Receipt**

NAME: Wallace S. DuPont  
 Print or Type

ADVISORY BOARD(S): Fire Rescue 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: Wallace S. DuPont Date: 4/4/11

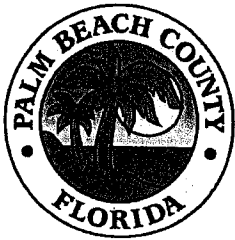
**Please sign and return to Administration in self-addressed envelope provided.**

Revised 3/15/10

"An Equal Opportunity  
 Affirmative Action Employer"

Official Electronic Letterhead

**ATTACHMENT # 7**



**Fire Rescue**

Chief Steven B. Jerauld  
405 Pike Road  
West Palm Beach, FL 33411  
(561) 616-7000  
www.pbcgov.com



**Palm Beach County  
Board of County  
Commissioners**

- Karen T. Marcus, Chair
- Shelley Vana, Vice Chair
- Paulette Burdick
- Steven L. Abrams
- Burt Aaronson
- 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: Laura Chau, 405 Pike Road, West Palm Beach, Florida 33411. If you cannot access this document on the web, please contact Laura Chau at 616-7001 for other arrangements.

**Acknowledgment of Receipt**

NAME:           JAMES V TIDPETT            
                          Print or Type

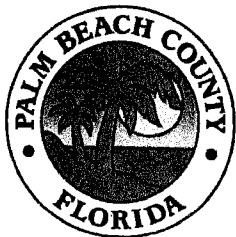
ADVISORY BOARD(S):           FIRE RESCUE ADVISORY BOARD          

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:           3/9/11          

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

*"An Equal Opportunity  
Affirmative Action Employer"*



**Fire Rescue**

Chief Steven B. Jerauld  
405 Pike Road  
West Palm Beach, FL 33411  
(561) 616-7000  
www.pbcgov.com



**Palm Beach County  
Board of County  
Commissioners**

- Karen T. Marcus, Chair
- Shelley Vana, Vice Chair
- Paulette Burdick
- Steven L. Abrams
- Burt Aaronson
- 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 acknowledgement form below to: Laurie Chau, Palm Beach County Fire Rescue, 405 Pike Road, West Palm Beach, Florida 33411. If you cannot access this document on the web, please contact Laurie Chau at 561-616-7001 for other arrangements.

**Acknowledgement of Receipt**

**NAME:** Jay R. LITMAN  
Print or Type

**ADVISORY BOARD(S):** Fire Rescue 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 an advisory board member of the above mentioned board(s) that I am bound by it.

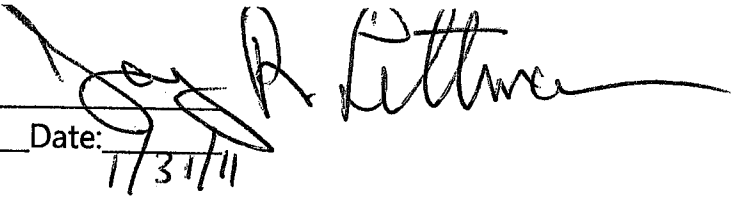
*"An Equal Opportunity  
Affirmative Action Employer"*

Official Electronic Letterhead

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

11/3/11

Handwritten signature of Joseph A. Little in black ink, written over the signature line.

**PLEASE SIGN AND RETURN TO  
ADMINISTRATION IN SELF-  
ADDRESSED ENVELOPE PROVIDED.**

Revised 3/15/10



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 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 to access the training and/or Ordinance on the web, please contact Laurie Chau at 561-616-7001 for other arrangements.

**Acknowledgement of Receipt**

NAME: Wallace S. Dupont  
 Print or Type

FIRM/COMPANY/ORGANIZATION: \_\_\_\_\_

ADVISORY BOARD(S): Fire Rescue 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: Wallace S. Dupont Date: 4/4/11

Please sign and return this FORM to Laurie Chau, Palm Beach County Fire Rescue, 405 Pike Road, West Palm Beach, Florida 33415. 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. 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 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 Laura Chau, at (561) 616-7001 for other arrangements.

**Acknowledgment of Receipt**

NAME: James V TIPPETT  
 Print or Type

FIRM/COMPANY/ORGANIZATION: \_\_\_\_\_

ADVISORY BOARD(S): FIRE RESCUE 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: 3/9/11

Please sign and return this FORM to Laura Chau, Palm Beach County Fire Rescue, 405 Pike, Road, West Palm Beach, Fl 33411. 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. 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 waiver to the Board of County Commissioners, since I or my employer have/has the above named contract(s);

**OR**

At this time, neither 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 to access the training and/or Ordinance on the web, please contact Laurie Chau at 561-616-7001 for other arrangements.

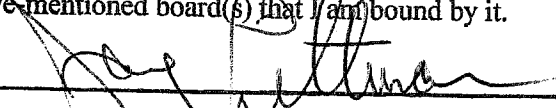
**Acknowledgement of Receipt**

**NAME:** Jay Littman  
 Print or Type

**FIRM/COMPANY/ORGANIZATION:** n/a

**ADVISORY BOARD(S):** Fire Rescue 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:  Date: 2/8/11

Please sign and return this FORM to Laurie Chau, Palm Beach County Fire Rescue, 405 Pike Road, West Palm Beach, Florida 33411. A self-addressed envelope has been provided for your convenience.

**FIRE RESCUE ADVISORY BOARD**

MEMBER	1/28/10	2/25/10	3/25/10	4/22/10	5/27/10	6/24/10	7/22/10	8/26/10	9/23/10*	10/28/10	11/18/10
Mike Bornstein	Meeting Cancelled	Meeting Cancelled	A	Meeting Cancelled	A	Meeting Cancelled	A	Meeting Cancelled	A	Meeting Cancelled	Meeting Cancelled
James Tippett			A		A		✓				
Harold Ostrow			✓		✓		✓				
Richard Galeta			✓		✓		A				
Jay Littman			✓		✓		✓				
Lucille Karasick			A		✓		✓				
Titus Rich			✓		✓		✓				

\*This meeting took place in the Glades area – tour took place.

**ATTACHMENT # 9**