

5C-1

PALM BEACH COUNTY  
BOARD of COUNTY COMMISSIONERS  
BOARD APPOINTMENT SUMMARY

Meeting Date: June 7, 2011  
Department: Internal Auditor's Office  
Advisory Board: Internal Audit Committee

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: reappointment of Dr. Alan Friedberg to the Palm Beach County Internal Audit Committee Seat No. 5 for a three (3) year term from August 17, 2011 to August 16, 2014.

**Summary:** Palm Beach County Ordinance 2010-006 established the Internal Audit Committee. The Ordinance requires five members to serve on the Internal Audit Committee for staggered terms of three years. The Ordinance also requires the Internal Audit Committee to make recommendations to the BCC regarding qualified candidates. The Audit Committee unanimously decided to recommend the reappointment of Dr. Alan Friedberg to a three year term on the Committee. Countywide (PFK)

**Background and Justification:** The Internal Audit Committee met April 20, 2011 and unanimously agreed to recommend the reappointment of Dr. Alan Friedberg to the Internal Audit Committee to a three year term in Seat #5. Dr. Friedberg is currently serving a one year term which will expire September 30, 2011 and is willing to continue to serve on the committee. Dr. Friedberg has attended all committee meetings since his appointment.

The Internal Audit Committee was established for the purpose of assisting the Palm Beach County Board of County Commissioners in fulfilling its oversight and governance responsibilities of county operations and providing advice and recommendations to the County Internal Auditor. The membership of the Internal Audit Committee will consist of three White males, one Black female and one Asian male after this reappointment.

**Attachments:**

Advisory Board Nominee Information, Sunshine Amendment acknowledgment and Code of Ethics training and conflict acknowledgment forms for Dr. Alan Friedberg.

Recommended by: Joseph F. Bergeron Internal Auditor 10 May 2011 Date  
Legal Sufficiency: Paul F. [Signature] Assistant County Attorney 11/5/11 Date





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 Article XIII, the Palm Beach County Code of Ethics. 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 Code and the training requirement can be found on the web at: <http://palmbeachcountyethics.com/training.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 {Insert Liaison Name Here} at {Insert Telephone Number Here} for other arrangements.

**Acknowledgement of Receipt**

NAME: Alan H. Friedberg  
 Print or Type

FIRM/COMPANY/ORGANIZATION: Florida Atlantic University

ADVISORY BOARD(S): Palm Beach County Internal Audit Committee

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: *Alan H. Friedberg* Date: 4/27/11

Please sign and return this FORM to {Insert Liaison Name Here} {Insert Address Here}. A self-addressed envelope has been provided for your convenience.



**TO: ADVISORY BOARD MEMBERS**

**FROM: ROBERT WEISMAN  
COUNTY ADMINISTRATOR**

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

**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**

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://palmbeachcountyethics.com/training.htm>

Please read and make yourself familiar with the Guide and return the acknowledgment form below to: Joseph Bergeron, PBC Internal Auditor's Office, 2300 North Jog Road, West Palm Beach, FL 33411. If you cannot access this document on the web, please contact Mr. Bergeron at 561-681-4471 for other arrangements.

**Acknowledgement of Receipt**

NAME: Alan H. Friedberg  
 Print or Type

ADVISORY BOARD(S): PBC Internal Audit Committee

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: Alan H. Friedberg Date: 4/27/11

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

*"An Equal Opportunity  
Affirmative Action Employer"*

Official Electronic Letterhead

Revised 3/15/10