Agenda Item #:

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date: April 17, 2012

Department

Submitted By:

Community Services

Advisory Board:

Head Start/Early Head Start Policy Council

I. EXECUTIVE BRIEF

Staff recommends motion to approve: Appointment/Reappointment of the following parent representatives and alternates to the Head Start/Early Head Start Policy Council for a term beginning on April 16, 2012, and ending on September 30, 2012.

PARENT REPRESENTATIVE AND ALTERNATE(S) BY CENTER

(R) = Representative

(A) = Alternate

Seat ID #West Palm BeachSeat ID #A Step Above16Natasha A. Stewart (R)
Kenneth Poitier, Jr. (A)24Erncie Jean (A)

Seat ID #
26King's Kids
Sheena R. Burgess (R)Seat ID #
27My First Steps
Eleisha R. Freeman (R)
Elodia Cortes

Seat ID # Village Academy (School District)

Edoris J. Maddox (R)

Yvette E. Montot (A)

Summary: (On Page 3)

Background and Justification: (On Page 3)

Attachments:

1) Boards/Committees Application

2) Head Start/Early Head Start Policy Council Current Board Membership Listing

3) Head Start/Early Head Start Policy Council Resolution No. R2011-1999

Recommended By: 5/2
Department Director Date

Legal Sufficiency: Assistant County Attorney

⁷Date

II. REVIEW COMMENTS

A.	Other Department Review:
¥	
	Department Director
(THIS	SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

Summary: (Continued from Page 1) Term of appointment for parent representatives and alternates to the Head Start/Early Head Start Policy Council (Council) is one year and requires that representatives and alternates be a parent of a child enrolled in the Head Start/Early Head Start (HS/EHS) program. The Council is comprised of 33 members, of which six (6) are Community representatives. With this motion, a current Parent representative and alternate will switch roles and new parent representatives and alternates will be added to complete the terms of seats left vacant due to resignation. The Council has recommended these parents for appointment.

Background and Justification: (Continued from Page 1) The Council's responsibilities include establishing a method of hearing and resolving community complaints about the HS/EHS program, conducting self-evaluations, identifying child development needs, and ensuring that space, equipment and supplies are acquired as needed. They may also be consulted regarding directive given to HS/EHS staff in day-to-day operations and membership guidelines including the Sunshine Law, State Code of Ethics and the Palm Beach Code of Ethics. The ethnic makeup of the Council, including the above nominees, consists of seven (7) Black males, 20 Black females, and four (4) Hispanic females. The authority for the HS/EHS Policy Council is provided by Resolution Number R2011-1999.

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS BOARDS/COMMITTEES APPLICATION



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.

Section 1 (Department): (P)	ease Pinti)					•
Board Name: Head Star	t/Early Head Start Pol	licy Council		Adv	visory [√]	Not Advisory []
[] At Large Appoi	ntment	or	[] District	Appointment	/District #:	
Term of Appointment:	Years.	From:	12/85/11/12	06/11 To	: 12/96/12	9/30/12
Seat Requirement: WE	ST PALM BEACH					,
*Reappointment	-	or	[] New A			
or [1/] to complete the	term of Kannes	the Poits	Due to:	[] res	ignation [other
or [to complete the Completion of term to expire	on: 9/3	30/12				
*When a person is being conterm shall be considered by Section II (Applicant): (PleapPLICANT, UNLESS EXI	the Board of County ease Print)	/ Commissioner	rs:	disclosed vo	ting conflicts	luring the previous
	_	ŧ		Λ		
Name: TEC	ALCI	NATA S	SHA		MANUL Middle	<u>†</u>
Occupation/Affiliation:						
	Owner []	F	Employee []		Officer [· I
Business Name:						
Business Address:						
City & State			Zi	p Code:		
Residence Address:	2281 AVEL	JUE HEA	1 51			
City & State	RIVIERA BEA	ACH, FL	Zi	p Code:	33401	
Home Phone: ()	Bus	iness Phone:	()	Ext.	
Cell Phone: 56e	1319-80/el	Fax	:	()	,	
Email Address: NF	FTASHATJODD®	aol.com		-		
Mailing Address Preference:	[] Business [Re	esidence				
Have you ever been convicted If Yes, state the court, nature	l of a felony: Yes of offense, disposition	No n of case and dat	re:			
Minority Identification Cod		L 2	Female Asian-American	[] Africa	n-American	[] Caucasian

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CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Services	<u>Term</u>
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
	(Attach Addition	al Sheet(s), if necessary)	
	OR	NONE	
Guide to the Sunshine Amendme on the web at: http://www.palm	nt prior to appointment/reappo beachcountyethics.com/train	on Article XIII, the Palm Beach Coupintment. Article XIII, and the training.htm. Keep in mind this required and agree to abide by the Ethics training (in the manner class).	nent is on-going. Article XIII, the Palm Beach
Hand (By wa	Outs tching the training program on ending a live presentation giver	the Web, DVD or VHS	·
•	AND		•
By signing below I ack Amendment & State of F	nowledge that I have read, lorida Code of Ethics:	understand and agree to abide l	by the Guide to the Sunshine
*Applicant's Signature Nata	sha Stewart Prins	ted Name: NATASHA STEWY	HET Date: 3 / 5 /2012
Any questions and/or concerns re website www.palmbeachcountyet	garding Article XIII, the Palm hics.com or contact us via ema	Beach County Code of Ethics, please ail at ethics@palmbeachcountyethics.	visit the Commission on Ethics com or (561) 233-0724.
	{Insert Liaison Name Here},	this FORM to: {Insert Department/Division Here} Address Here)	
Section III (Commissioner, if a	onlicable):		
Appointment to be made			
* 1	at.bcc viceting on.	Date:	
Commissioner's Signature:_ Pursuant to Florida's Public Records Law			Revised 08/01/2011

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS BOARDS/COMMITTEES APPLICATION

AIT

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.

Section I (Departm	ent): (Please Print)	٠			
Board Name: I	Head Start/Early He	ead Start Policy Co	ouncil		Advisory [√]	Not Advisory []
[] At Larg	ge Appointment	or		[] District Appoint	ment /District #:	
Term of Appointmen	nt:	Years.	From:	12705/17 12/6/11	To: <u>12/06/12</u> -	- 9-30-201
Seat Requirement:	WEST PALM	BEACH			Seat #: 16	
/*Reappo	nintment	or .		[] New Appointm	ent	
, , , , , ,		ta 1 1	*	.		5. 7
				war Due to: []	resignation	[other
Completion of term		9-30		•		·
*When a person is term shall be consid	being considered	for reappointmen d of County Com	t, the nur missione	mber of previous disclos rs:	ed voting conflicts	during the previous
Section II (Applica	nt): (Please Print))				
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Business Address:						-
City & State				Zip Code:		
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City & State		gnton 1	<u> </u>		<u>SUTI</u>	-
Home Phone:	()	0 00:36	***************************************	siness Phone: ()	15At	
Cell Phone:	50 85	6-8846	Fax			
Email Address:	irldoSa	100@gmi	orly (B.M.		
Mailing Address Pro	eference: []Busi	ness [] Residen	ce			·
Have you ever been If Yes, state the cou	convicted of a felor art, nature of offens	ony: Yes e, disposition of ca	(No)_ase and da			
Minority Identifica		Male Hispanic-Americ] Female] Asian-American [] [African-American	[] Caucasian

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Services	<u>Term</u>
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
	(Attach Additions	al Sheet(s), if necessary)	
	OR	MONE	
Guide to the Sunshine Amendr on the web at: http://www.pal	nent prior to appointment/reappo mbeachcountyethics.com/train cnowledge that I have read, u	on Article XIII, the Palm Beach Countintment. Article XIII, and the training.htm. Keep in mind this required nderstand, and agree to abide by the Ethics training (in the manner class).	ment is on-going. Article XIII, the Palm Beach
/ Hand	l Outs	the Web, DVD or VHS on $\frac{9}{22}$, 20 //	
	AND		
Amendment & State of *Applicant's Signature:	Florida Code of Ethics: Print	understand and agree to abide I	1/4 Date: 3 6/12
Any questions and/or concerns website www.palmbeachcounty	regarding Article XIII, the Palm rethics.com or contact us via ema	Beach County Code of Ethics, please il at ethics@palmbeachcountyethics.co	visit the Commission on Editics <u>com</u> or (561) 233-0724.
	{Insert Liaison Name Here},	this FORM to: {Insert Department/Division Here} Address Here)	
Section III (Commissioner, if	applicable):		
Appointment to be ma	de at BCC Meeting on:		
, -		Date:	
	aw, this document may be reviewed and p		Revised 08/01/2011

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS BOARDS/COMMITTEES APPLICATION

ALL

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Board Name: Head Star	rt/Early Head Start Po	licy Council		Advisory [√] Not Advisory [
[√] At Large Appo	intment	or	[] District	Appointment /District #:
erm of Appointment:	Years.	From:	12/6/11	To: 9-30-2012
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occupation/Affiliation:				
	Owner []	En	nployee []	Officer []
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City & State	Bounton	Zeach F	Zip Code:	33436
City & State Home Phone: <u>67</u>	Boynton	Deneh F	C, Zip Code: ess Phone: ()	33436
City & State Home Phone: Cell Phone:	Boynton (6) 932-55	Death F 10 Busin 570 Fax:	Zip Code: ess Phone: ()	33436
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City & State Home Phone: Cell Phone:	Boynton (6 932-55 6 853 7 1 116165 Can	Death F 10 Busin 570 Fax:	Zip Code: ess Phone: ()	33436

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Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12

		•	,
	(Attach Additio	onal Sheet(s), if necessary)	
	or 📝	NONE	
Guide to the Sunshine Amendmen	nt prior to appointment/reap	g on Article XIII, the Palm Beach Co pointment. Article XIII, and the tra ining.htm. Keep in mind this require	ming requirement can be iound
	3 7 3	understand, and agree to abide by ired Ethics training (in the manner of Laws)	y Article XIII, the Palm Beach checked below):
By water By atter	ching the training program of a live presentation give	on the Web, DVD or VHS	
	AND		
By signing below I ackn Amendment & State of Fl	owledge that I have read orida Code of Ethics:	d, understand and agree to abide	by the Guide to the Sunshine
		inted Name: ERNCIE 5A	
Any questions and/or concerns reg website <u>www.palmbeachcountyetl</u>	garding Article XIII, the Palmics.com or contact us via er	m Beach County Code of Ethics, pleas mail at ethics@palmbeachcountyethics	e visit the Commission on Ethics .com or (561) 233-0724.
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Section III (Commissioner, if ap	mlicable):		
	•		
Appointment to be made			
Commissioner's Signature:			Revised 08/01/2011
Pursuant to Florida's Public Records Law,	this document may be reviewed an	nd photocopied by members of the public.	XCV1300 00/01/2011

Page 2 of 2

Page 1 of 2

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS BOARDS/COMMITTEES APPLICATION

Rep

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.

Board Name: Head Start/Early Head Start Policy Council	oil Advisory [√] Not Advisory []
	District Appointment /District #:
[V] At Large Appointment or	h 3
Term of Appointment: Years.	rom: 12/06/11 12 6 11 To: 12/05/12 9-30-201.
Seat Requirement: King's Kids	Seat #: 26
[]*Reappointment or	[] New Appointment
or [v] to complete the term of winston	Thomas Due to: [2] resignation [] other
Completion of term to expire on: $9-36$	1-2012
*When a person is being considered for reappointment, t term shall be considered by the Board of County Commi	he number of previous disclosed voting conflicts during the previous sioners:
Section II (Applicant): (Please Print) APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY	TY RESIDENT
Name: Burgess Shee	NO K rst Middle
Occupation/Affiliation:	
Owner []	Employee [] Officer []
Business Name: Credit Card	Management Services D.B.H Pebthelper
Business Address: 4411 Okerchdoke	BNd Ste 114 COX
City & State West Palm Bla	<u>Ch</u> Pl zip Code: 35414
Residence Address: 5149 Caribbe	an Blud #1223
130K F	Zip Code: 33407
City & State UTO, TC	Business Phone: () Ext.
Home Phone: ()	Fax: ()
Cell Phone: (1) \$13-1521 Email Address: 11 Kadabeach (acc	
Infatt radioss.	
Mailing Address Preference: [] Business Residence	🟏
Have you ever been convicted of a felony: Yes	Noand date:
	: .
Minority Identification Code: [] Male [] Native-American [] Hispanic-American	Female [] Asian-American [African-American] Caucasian

Section II Continued:

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Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
None	Nove	None	None
	(Attach Additions	Il Sheet(s), if necessary)	
·	OR V	NONE	
Guide to the Sunshine Amendme on the web at: http://www.palm	nt prior to appointment/reappo beachcountyethics.com/train	on Article XIII, the Palm Beach Countintment. Article XIII, and the training.htm. Keep in mind this requirent and agree to abide by the Ethics training (in the manner ch	ng requirement can be found tent is on-going.
•		the Web, DVD or VHS on <u>(12/27</u> , 20 <u>/3</u>	
	AND	,	
Amendment & State of F	lorida Code of Ethics:	understand and agree to abide b	,
*Applicant's Signature:	wabwyy Print	ed Name: <u>SHENA BUY</u>	USBate: 03/6/12
A quartians and/or concerns re	garding Article XIII, the Palm	Beach County Code of Ethics, please il at ethics@palmbeachcountyethics.c	visit the Commission on Ethics
	{Insert Liaison Name Here},	this FORM to: {Insert Department/Division Here} Address Here)	
Section III (Commissioner, if a	pplicable):		
Appointment to be made	at BCC Meeting on:		
Commissioner's Signature:_		Date:	
Pursuant to Florida's Public Records Law	, this document may be reviewed and	photocopied by members of the public.	Revised 08/01/2011

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS BOARDS/COMMITTEES APPLICATION

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[√] At Large A	Appointment		or	[]	District	Appointme	nt /Dist	rict #:
Гегт of Appointment:		Years.	From:	12/6/11		To:	9-	30-20/2
Seat Requirement:	My First Step	8				Seat #:	27	
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Completion of term to ex		September 30, 2012			_			
Section II (Applicant): APPLICANT, UNLESS	(Please Print) , MUST BE A C	OUNTY RE	SIDENT				
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Section II Continued:

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		I.G	
	(Attach Addition	nal Sheet(s), if necessary)	
	OR	NONE	
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		the Web, DVD or VHS n on $\frac{1}{20}$, 20 $\frac{12}{2}$	
	AND		
By signing below I ackn Amendment & State of Fl	owledge that I have read, orida Code of Ethics:	understand and agree to abide by	the Guide to the Sunshine
*Applicant's Signature:	Rishes Trong Prin	ited Name: <u>Fleisha Freen</u>	nan Date: 1/20/12
Any questions and/or concerns reg website <u>www.palmbeachcountyetl</u>	garding Article XIII, the Palm nics.com or contact us via ema	Beach County Code of Ethics, please valid at ethics@palmbeachcountyethics.co	isit the Commission on Ethics om or (561) 233-0724.
{	Insert Liaison Name Here},	this FORM to: {Insert Department/Division Here} Address Here)	
Section III (Commissioner, if ap	plicable):		
Appointment to be made	at BCC Meeting on:		
Commissioner's Signature:		Date:	
Pursuant to Florida's Public Records Law,			Revised 08/01/2011

Page 2 of 2

AIT.

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[√] At Large A	appointment		or	[] District	Appointment /Dist	rict #:
Term of Appointment:	Y	ears. Fr	om: 126	-	To: <u>9-3</u>	0-2012
Seat Requirement:	My First Steps				Seat #: 27	
[]*Reappointm	nent	or	[]New	Appointmen	t	
to of the committee	e the term of Su	N.	Dua Dua	to: I	resignation	[] other
or [] to complete Completion of term to ex			2012	w. [r]	resignation	i j odlor
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*When a person is bein term shall be considere	g considered for re d by the Board of (appointment, th County Commiss	e number of prev ioners:	ious disclose	ed voting conflicts	during the previous
Section II (Applicant):	(Please Print)					
APPLICANT, UNLESS	EXEMPTED, MU	ST BE A COUNT	TY RESIDENT			
Name:	sctos	E	odia			
Last		Fire	st		Middle	
Occupation/Affiliation:	$$ ν	/A			,	
	Owner []		Employee []	Officer []
Business Name:		VA				
Business Address:		•				
City & State				Zip Code:		
		<i>•</i>	0 1			
Residence Address:	644_	Dread	<u>Cirde</u>			1
City & State	West	Palm B	each	Zip Code:	334	43
Home Phone:	Ab 1086-6	1081	Business Phone:	(Ext.	
Cell Phone:	(B) 307-6	1112	Fax:	()		
Email Address:					·	
Mailing Address Preferen	nce: [] Business	Residence		·		
Have you ever been conv	victed of a felony: Y		fo X nd date:			
Minority Identification		le anic-American	Female Asian-Amer	ican IIA	frican-American	[] Caucasian

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Services	<u>Term</u>
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
	(Attach Addition	nal Sheet(s), if necessary)	
	OR V	NONE	
Guide to the Sunshine Amendme	ent prior to appointment/reapp	on Article XIII, the Palm Beach Count cointment. Article XIII, and the train ning.htm. Keep in mind this requiren	ing requirement can be found
By signing below I acki County Code of Ethics, a	nowledge that I have read, and I have received the requir	understand, and agree to abide by red Ethics training (in the manner ch	Article XIII, the Palm Beach ecked below):
By wa By att	tching the training program on ending a live presentation give	the Web, DVD or VHS n on, 20/7	
	AND		
By signing below I ack Amendment & State of I	nowledge that I have read, lorida Code of Ethics:	, understand and agree to abide b	y the Guide to the Sunshing
*Applicant's Signature:	1/////	ited Name: <u>Elodia Corte</u>	5 Date: 3/7/12
Any questions and/or concerns rewebsite www.palmbeachcountye	egarding Article XIII, the Palm thics.com or contact us via em	Beach County Code of Ethics, please vail at ethics@palmbeachcountyethics.co	visit the Commission on Ethics om or (561) 233-0724.
	{Insert Liaison Name Here},	this FORM to: {Insert Department/Division Here} Address Here)	
Section III (Commissioner, if a	pplicable):		
Appointment to be made	e at BCC Meeting on:		
Commissioner's Signature:_		Date:	
Pursuant to Florida's Public Records Lav	, this document may be reviewed and	photocopied by members of the public.	Revised 08/01/2011

Page 2 of 2

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS BOARDS/COMMITTEES APPLICATION

Rep

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.

Board Name: Head	d Start/Early Head	d Start Policy C	Council		Advisory [√] Not Advisory [
$[\sqrt{\]}$ At Large A	Appointment	Years.	or From:		t Appointment /District #: To: 01-23-2013
Seat Requirement:	School District -	- Village Acad	emy		Seat #: 33
[]*Reappointi	nent	or	•	[New Appointme	nt
or [] to complet	te the term of	ı		Due to: []	resignation [] other
Completion of term to e	xpire on:				
*When a person is bein term shall be consideron Section II (Applicant): APPLICANT, UNLESS	ed by the Board (Please Print)	of County Cor	mmissioner	s:	sed voting conflicts during the previou
. 1	i ddox		A		Jemaine
Name: Last Cocupation/Affiliation:	Poest	68	First		Middle
	Owner []		Employee []	Officer [6]
Business Name:	Chris	tran D		Fellowship	Church
Business Address:	1844	1 Hypo	Kito A	U	22.6-4
City & State	Lant	ana "	<u> </u>	Zip Code	37462
Residence Address:	614.	120.5	& St.		
City & State	Doynt	on Beh	FI	Zip Code	: <u>J3435</u>
Home Phone:	(Ed) 739	-7016	Bus:	iness Phone: ()	Ext.
Cell Phone:	(50) Joh-	4193	Fax:	()	
Email Address:	Effermo	<u>18 @ CA</u>	(C) (, CO)	η	
Mailing Address Prefer	ence: [] Busine	ss []Reside	ence		
Have you ever been conf Yes, state the court, n	victed of a felony ature of offense,	/: Yesdisposition of a	No <u>C</u>	e:	
				-	
Minority Identification [] Native-Am		Male Iispanic-Ameri		Female Asian-American [4	African-American [] Caucasian

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Services	<u>Term</u>
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	<u>10/01/11-09/30/12</u>
	(Attach Addition	nal Sheet(s), if necessary)	
	OR OR	NONE	
Guide to the Sunshine Amendm on the web at: http://www.pali	nent prior to appointment/reapp mbeachcountyethics.com/train	on Article XIII, the Palm Beach Councintment. Article XIII, and the training.htm. Keep in mind this requires	ding requirement can be found nent is on-going.
By signing below I ack County Code of Ethics	mowledge that I have read, and I have received the requir	understand, and agree to abide by red Ethics training (in the manner cl	Article XIII, the Palm Beach necked below):
By w By at	ratching the training program on tending a live presentation give	n the Web, DVD or VHS on on, 20	
/	AND		
By signing below I ac Amendment & State of	knowledge that I have read, Florida Code of Ethics:	, understand and agree to abide b	by the Guide to the Sunshine
*Applicant's Signature	Prin	nted Name: Edens J. Made	Date: 1720
Any questions and/or concerns a website www.palmbeachcounty	regarding Article XIII, the Palm ethics.com or contact us via em	Beach County Code of Ethics, please ail at ethics@palmbeachcountyethics.c	visit the Commission on Ethics com or (561) 233-0724.
	{Insert Liaison Name Here},	this FORM to: , {Insert Department/Division Here} Address Here)	
Section III (Commissioner, if:	applicable):		
Appointment to be made	de at BCC Meeting on:		
Commissioner's Signature:		Date:	
Pursuant to Florida's Public Records La	w, this document may be reviewed and	photocopied by members of the public.	Revised 08/01/2011
Page 2 of 2			

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS BOARDS/COMMITTEES APPLICATION

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.

Section I (Department): (Please Print)	
Board Name: Head Start/Early Head Start Policy Council	Advisory [√] Not Advisory []
] District Appointment /District #:
Term of Appointment: Years. From: 13-16-2	2012 To: 9-30-2012
11 Han Anada	
[]*Reappointment or [/] New Ap	ppointment
or [] to complete the term of Due to:	. [] resignation [] other
Completion of term to expire on:	
*When a person is being considered for reappointment, the number of previous term shall be considered by the Board of County Commissioners: Section II (Applicant): (Please Print) MUST RE A COUNTY RESIDENT	is disclosed voting conflicts during the previous
APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT	Climhall
Name: Montot Wette Last First	Middle Middle
Occupation/Affiliation:	
Business Name: Dillage Academy Hoo bw 12th Alle. Delray Beach	Officer [] Zip Code: 33444
Residence Address: 3837 Mu 8th 5tree City & State Home Phone: 40 Business Phone:	2201/11
Cell Phone: Get 255-1324 Fax: Email Address: 4vettement of question for question of questions of	6 yahov.com
Mailing Address Preference: [] Business [] Residence	
Have you ever been convicted of a felony: Yes No	
Minority Identification Code: [] Male [4] Female [] Native-American [] Hispanic-American [] Asian-America	an [] African-American [] Caucasian

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception on waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Services	Term
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
	(Attach Additiona	d Sheet(s), if necessary)	
	OR	NONE	
Guide to the Sunshine Amenda on the web at: http://www.pal	nent prior to appointment/reappo mbeachcountyethics.com/traini mowledge that I have read, un	on Article XIII, the Palm Beach Couintment. Article XIII, and the training.htm. Keep in mind this required address tand, and agree to abide by the Ethics training (in the manner cl	ning requirement can be found ment is on-going. Article XIII, the Palm Beach
/ Dy. vi	ratching the training program on t tending a live presentation given	he Web DVD or VHS	
	AND		
By signing below I ac		understand and agree to abide b	y the Guide to the Sunshine
*Applicant's Signature:	Printe	ed Name: Yve fte Mont	ot Date: 11-03-2011
Any questions and/or concerns to website www.palmbeachcounty	regarding Article XIII, the Palm E ethics.com or contact us via emai	Beach County Code of Ethics, please I at ethics@palmbeachcountyethics.c	visit the Commission on Ethics com or (561) 233-0724.
	{Insert Liaison Name Here}, {	his FORM to: Insert Department/Division Here} (ddress Here)	
•			
Section III (Commissioner, if	applicable):		
Appointment to be made	le at BCC Meeting on:		
Commissioner's Signature:		Date:	
Duranant to Florida's Public Records La	w this document may be reviewed and th	hotocopied by members of the public.	Revised 08/01/2011



PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS HEAD START/EARLY HEAD START POLICY COUNCIL

I. AUTHORITY:

Resolution No. R92-444, adopted March 24, 1992; repealed and replaced by Resolution No. R2000-1866, adopted November 21, 2000; repealed and replaced by Resolution No. R2006-1878, adopted September 12, 2006; repealed and replaced by R2011-1999, adopted December 20, 2011.

II. APPOINTING BODY:

Board of County Commissioners

III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL:

There will be a total of 33 members of the Head Start/Early Head Start (HS/EHS) Policy Council. At all times there shall be an odd number of seats on the HS/EHS Policy Council. In the event of a change in the number of HS/EHS centers or programs, that will result in a change in the number of parent members, the number of community representatives will be adjusted accordingly so that an odd number of members is retained to maintain at least a 51% parent membersip. A) Parent Members: At least 51% of the members of the HS/EHS Policy Council must be parents of HS/EHS children presently enrolled in program (Parent Members). One Parent Member and at least one alternate shall be elected by the parents of children currently enrolled in the HS/EHS Program at each center operated by PBC and each service area of the EHS program. Alternate members may only vote at meetings at which the elected Parent Member is absent. All parents serving on the HS/EHS Policy Council as members or as alternates must be approved by the BCC. B)Community Representatives: Nine members of the HS/EHS Policy Council shall be representatives of the Community (Community representatives). Community representatives must represent major public or private agencies or major community, civic or professional organizations which have a concern for children of low income families or may be parents of former HS/EHS children. It is preferred that at least one member of the HS/EHS Policy Council have a fiscal or accounting background. All Community representatives shall be at-large appointments of the BCC and ratified by the elected parent members of the HS/EHS Policy Council. All members must be residents of Palm Beach County at the time of appointment and while serving on the HS/EHS Policy Council. All members must be selected annually; and in no event may serve for than three years pursuant to federal regulations.

EXTENDED COMPOSITION:

IV. MEETINGS:

Fourth Wednesday of the month at 6:00 p.m. at West Palm Beach Head Start Center, 100 North Chillingworth Drive, WPB

V. FUNCTIONS:

The Council shall have general responsibility for establishing a method of hearing and resolving Community complaints about the Head Start program. They shall have operating responsibility for conducting self-evaluation of the County's Head Start/Early Head Start program. They must be consulted on the identification of child development needs in the area to be served and on the standards for ensuing that space, equipment and supplies are acquired as needed. They may be consulted on the directive given to Head Start/Early Head Start staff in day-to-day operations.

VI. LIAISON INFORMATION:

LIAISON DEPARTMENT

Community Services

CONTACT PERSON

Nicole Muhammad

ADDRESS

50 S Military Tr Ste 203 West Palm Beach FL 33415 Phone # 561-233-1634

indicates a member having an action pending

HEAD START/EARLY HEAD START POLICY COUNCIL

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME PHONE	SEAT REQUIREMENT	APPOINT DATE	REAPPOINT DATE	EXPIRE DATE
Appointed B	y : At-Large/PBC Board of Coun	ty Commiss	sioners						
1	Mickale Linton	Member	AA	M	561-202-5293	Community Rep.	11/16/2010	12/20/2011	09/30/2012
	7117 Hawks Nest Ter West Palm Beach FL 33407								
	NOMINATED BY:								
2	Tamara Starks	Member	AA	F	561-924-7302	Community Rep.	11/16/2010	12/20/2011	09/30/2012
	161 S Flame Ave Pahokee FL 33476		,						
	NOMINATED BY:								
3	Larry Brown	Member	AA	М	561-655-3007	Community Rep.	12/20/2011	·	09/30/2012
	1443 Palm Beach Lakes Blvd West Palm Beach FL 33401								
	NOMINATED BY:								
4	Patricia Trought	Member	AA	F	561-623-7622	Community Rep.	12/20/2011		09/30/2012
	1500 N Congress Ave Apt A45 West Palm Beach FL 33401		•						
	NOMINATED BY :								
* indicates	s a member having an action pen						•		

pointed	By : At-Large/PBC Board of Cour	ity Commiss	ioners					
5	Sakina Bivins	Member	AA	F	561-541-2643	Community Rep.	12/20/2011	09/30/2012
	Post Office Box 530112 Lake Park FL 33404				·			
	NOMINATED BY:					·	· · · · · · · · · · · · · · · · · · ·	
6	Vacant	Member			-	Community Rep.		
	NOMINATED BY:							
7	Pernell Jones	Member	AA	M,	561-578-0256	Parent Representative Boynton Beach	12/20/2011	09/30/2012
	204 Meadow Cir Boynton Beach FL 33436							
	NOMINATED BY:							
7	Patrícia Moore	Alternate Member A	AA	F	561-860-2842	Parent Representative Boynton Beach	12/20/2011	09/30/2012
	10 Southern Cross Cir Apt 20: Boynton Beach FL 33463	·		·				
	NOMINATED BY:					to a		

indicates a member having an action pending

						•		
ppointed	By : At-Large/PBC Board of Cour	nty Commiss	ioners					
8	Jezebel Rodriguez	Member	HA	F	561-972-0158	Parent Representative Jupiter	12/20/2011	09/30/2012
	204 2nd St Jupiter FL 33458			·				
	NOMINATED BY :							
9	Olga Flores	Member	НА	F	561-261-6334	Parent Representative South Bay	12/20/2011	09/30/2012
	364 SE 4th St Belle Glade FL 33430					Day		
	NOMINATED BY :							
.8	Adriana Flores	Alternate Member A	НА	F	561-261-5727	Parent Representative South Bay	12/20/2011	09/30/2012
	348 SE 4th St Belle Glade FL 33430							
	NOMINATED BY :						•	
10	Jessica Jones	Member	AA	F	561-993-2748	Parent Representative Palm Glades	12/20/2011	09/30/2012
	901 SW Avenue "J" Belle Glade FL 33430					Glades		
	•			٠				
	NOMINATED BY:						:	•

indicates a member having an action pending

ppoi	nted E	By : At-Large/PBC Board of Cou	nty Commiss	ioners				•		
	11	Christan Franklin	Member	AA	F	561-441-8365	Parent Representative Delray Beach	12/20/2011		09/30/2012
		501 SW 9th St Delray Beach FL 33444					Baan			
		NOMINATED BY :	:							
	11	Malissa Johnson	Alternate Member A	AA	F	561-865-5894	Parent Representative Delray Beach	11/16/2010	12/20/2011	09/30/2012
		715 SW 2nd Ct Delray Beach FL 33444	Momeo, 7				Deach			
		NOMINATED BY	:							
	12	Latoya Lawrence	Member	AA	F	561-924-2788	Parent Representative Pahokee	12/20/2011		09/30/2012
		602 Farm PI Pahokee FL 33476		÷						
		NOMINATED BY	:					·		
	12	Leslie Bouie	Alternate Member A	AA .	F	561-924-5134	Parent Representative Pahokee	12/20/2011		09/30/2012
		413 Shirley Dr Pahokee FL 33476								
		NOMINATED BY	:							

^{*} indicates a member having an action pending

ppointed	By : At-Large/PBC Board of Cour	nty Commissi	oners					v
13	Solecia Higgs	Member	AA	,F	561-541-5844	Parent Representative Westgate	12/20/2011	09/30/2012
	1091 Golden Lakes Unit 411 West Palm Beach FL 33411					·		
	NOMINATED BY:							
13	Maribel Martinez	Alternate Member A	НА	F	561-906-6645	Parent Representative Westgate	12/20/2011	09/30/2012
	337 Perry Ave Apt A Greenacres FL 33463						•	
-	NOMINATED BY :							
14	Spadreen Facey	Member	AA	F	754-246-0392	Parent Representative Lake Worth	12/20/2011	09/30/2012
	1218 Island Shores Dr Greenacres FL 33413					VVOITI		
	NOMINATED BY :	•						
14	Kimberly Pierre-Louis	Alternate Member A	НА	F	239-601-4092	Parent Representative Lake Worth	12/20/2011	09/30/2012
	6881 Sea Daisy Dr Lake Worth FL 33462	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,						
	NOMINATED BY :							

^{*} indicates a member having an action pending

ppointed	By : At-Large/PBC Board of Co	unty Commissi	ioners				·	
15	Tynisha Ball	Member	AA	F	561-541-0718	Parent Representative Riviera Beach	12/20/2011	09/30/2012
	4941 Adler Dr Apt A West Palm Beach FL 33417					Deauti .		
	NOMINATED BY	:						
15	Lisa Robinson	Alternate	AA	F	857-249-8275	Parent Representative Riviera	12/20/2011	09/30/2012
	1370 W 32nd St Riviera Beach FL 33404	Member A	,			Beach		
	NOMINATED BY	:						4
16	Kenneth Poitier, Jr.	Member	AA	M	561-856-8846	Parent Representative W. Palm	12/20/2011	09/30/2012
	1619 N Seacrest Blvd Boynton Beach FL 33435					Beach		
	NOMINATED BY	:						•
16	Natasha Stewart	Alternate Member A	AA	F	561-319-8061	Parent Representative W. Palm Beach	12/20/2011	09/30/2012
	3744 Savoy Ln Apt B2 West Palm Beach FL 33417						•	
	NOMINATED BY	:			•			

indicates a member having an action pending

Appointed E	By : At-Large/PBC Board of Cour	nty Commissi	oners						
17	Anesper Atilus	Member	AA	F	561-460-8607	Parent Rep. Union Baptist Head Start	12/20/2011		09/30/2012
	848 Hawthorne Dr Lake Park FL 33403	·				Start			
	NOMINATED BY :								
17	Melguer Bartolon	Alternate	НА	M	561-840-2690	Parent Rep. Union Baptist Head	12/20/2011		09/30/2012
	711 38th St West Palm Beach FL 33407	Member A				Start			
	NOMINATED BY:								
18	Charlemagne Louis-Charles	Alternate Member A	AA	М	561-201-3902	Parent Rep/EHS/Delray Beach	11/16/2010	12/20/2011	09/30/2012
	2925 SW 22nd Ave Apt 204 Delray Beach FL 33445	·							
	NOMINATED BY :								
19	Guilene Beaubrun	Member	AA	F	561-729-1968	Parent Rep/Achievement Center	11/16/2010	12/20/2011	09/30/2012
	617 SW 7th Ave Delray Beach FL 33444								
	NOMINATED BY :								

^{*} indicates a member having an action pending

	By : At-Large/PBC Board of Cou	inty Commiss	sioners					
20	Rodna Achille	Member	AA	F	561-574-6564	Family Child Care Operator	12/20/2011	09/30/2012
	2302 Wedgewood Plaza Dr Riviera Beach FL 33404						•	
	NOMINATED BY	:			.*			
21	Yajaira Martinez	Member	НА	F	561-357-0489	Early Head Start Home Based	12/20/2011	09/30/2012
	632 Sea Pine Way Apt C1 Greenacres FL 33415						·	
	NOMINATED BY	:						
22	Vacant	Member				Parent Rep/Florence Fuller CDC		11/15/2013
					·			
	NOMINATED BY	:						
23	Jovanie Barthelemy	Member	AA	F	561-687-2358	Parent Rep/Apostolic CDC	12/20/2011	09/30/2012
	5923 W Bimini Cir Wellington FL 33407							
	NOMINATED BY	:						
				•				

^{*} indicates a member having an action pending

ppointed	By: At-Large/PBC Board of Cour	nty Commissi	oners			•		
24	Brittni Adams	Member	AA	F	786-400-5975	Parent Rep/A Step Above	12/20/2011	09/30/2012
	1010 9th St Apt 3 West Palm Beach FL 33401							
	NOMINATED BY:							
24	Wilbentz Deneville	Alternate Member A	AA	M	561-692-2135	Parent Rep/A Step Above	12/20/2011	09/30/2012
	7328 Willow Springs Cir S Boynton Beach FL 33436							
	NOMINATED BY :							
25	Chanda Antoine	Member	AA	F	561-670-8557	Parent Rep/Emmanuel CDC	12/20/2011	09/30/2012
	1356 Summit Pines Blvd Apt ' West Palm Beach FL 33415	·						
	NOMINATED BY :	,						
25	Kenya McKenzie	Alternate Member A	AA	F	561-351-2350	Parent Rep/Emmanuel CDC	12/20/2011	09/30/2012
	4886 Wedgewood Way Apt 6 West Palm Beach FL 33417							
	NOMINATED BY :							

^{*} indicates a member having an action pending

Appointed E	By : At-Large/PBC Board of Coun	ty Commissi	oners		·			
26	Winston Thomas	Member	AA	M	561-684-1635	Parent Rep/Kings Kids	12/20/2011	09/30/2012
	5827 Cassandra Ct West Palm Beach FL 33415							
	NOMINATED BY :							
27	Nadege Adrien	Member	AA	F	561-502-3351	Parent Rep/My First Steps	12/20/2011	09/30/2012
	5147 Caribbean Blvd Apt 112 West Palm Beach FL 33407							
	NOMINATED BY:							
27	Suze Dimache	Alternate Member A	AA	F	561-383-0508	Parent Rep/My First Steps	12/20/2011	09/30/2012
	770 Malibu Bay Dr Apt 103 West Palm Beach FL 33401							
	NOMINATED BY:							
28	J. Jarrodd Cadore	Member	AA	M	561-632-7693	Parent Rep/San Castle EHS	11/16/2010 12/20/2011	09/30/2012
	4200 Community Dr Apt 1507 West Palm Beach FL 33409				÷			
	NOMINATED BY:							

^{*} indicates a member having an action pending

ppointed	By : At-Large/PBC Board of Cour	ity Commiss	ioners					•	
28	Shayla Valentine	Alternate Member A	AA	F	561-909-5521	Parent Rep/San Castle EHS	12/20/2011		09/30/2012
•	2431 NE 1st Ln								
	Boynton Beach FL 33435				·				
	NOMINATED BY:								
29	Lisa Smith	Member	AA	F	561-333-0080	Parent Rep/YMCA	12/20/2011		09/30/2012
	18224 40th Run N Loxahatchee FL 33470					Laninelasolya	Wollow		
	NOMINATED BY :						·		
30	Fantasia Sims	Member	AA	F	561-577-6874	Parent Rep/Tender Love & Care	12/20/2011		09/30/2012
	206 E Tiffany Dr West Palm Beach FL 33407								
	NOMINATED BY :	:							
31	Emely Andino	Member	НА	F	561-876-4759	Parent Rep/Kidz Kaleidoscope	12/20/2011		09/30/2012
	869 Cotton Bay Dr W Apt 307 Lake Worth FL 33406								
	NOMINATED BY :								

^{*} indicates a member having an action pending

Appointed By : At-Large/PBC Board of County Commissioners 31 Michelle Vilmenay Alternate HA F 561-307-6731 Parent Rep/Kidz Kaleidoscope 12/20/2011 Member A 5100 45th St Apt 3A West Palm Beach FL 33407

NOMINATED BY :

32 Vacant Member Parent Rep/Hispanic Human Resources Council

NOMINATED BY:

33 Vacant Member Parent Rep/Village Academy (School Dist)

NOMINATED BY:

0 Board alternate(s) are vacant.

indicates a member having an action pending

09/30/2012

Agenda Item #: 3E-4

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

M/SA7-0

AGENDA ITEM SUMMARY

R-2011-1999

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Meeting Date: De	cember 20, 2011	[X]	Consent	I	1	Regular
_			Ordinance		Second Second	Public Hearing
Department			e e			
Submitted By: C	ommunity Service	es				
Submitted For: E	lead Start/Early H	ead Start	& Children's S	<u>ervice:</u>	<u> </u>	

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to adopt: a Resolution to repeal and replace Resolution R2006-1878 regarding the Head Start/Early Head Start (HS/EHS) Policy Council.

Summary: A modified Resolution is necessary to define the membership guidelines of the HS/EHS Policy Council and Parent Committees. Upon approval of this Resolution, the terms of appointment will now require that all parent members and community members of Policy Council and Policy Committees must stand for election or re-election annually. In addition, provisions addressing the Sunshine Law, the State Code of Ethics, and the Palm Beach County Code of Ethics are being added. (Head Start) Countywide(TKF)

Background and Justification: Resolution R92-444 creating the Head Start Policy Council was adopted on March 24, 1992. As a result of the addition of the Early Head Start program, the Resolution was replaced with Resolution R2000-1866 on November 21, 2000. The Resolution was again replaced with Resolution R2006-1878, on September 12, 2006, in order to facilitate the inclusion of the contracted programs increasing the total number of members to 33. The need now exists to modify the Resolution again to reflect the current reauthorization language and to define the membership guidelines of the HS/EHS Policy Council and Parent Committees, and include the Sunshine Law, the State Code of Ethics, and the Palm Beach County Code of Ethics.

Attachments: Resolution	wish size the day to the top the size and the size will stop and the size and the s	
Recommended by:	Department Director	/2/15/1/ Date
Approved by:	Molecularian Stant County Administrator	/2/14/1/ Date

II. FISCAL IMPACT ANALYSIS

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B. Re	ecommended S	ources of Fu	nds/Summa	ry of Fiscal I	mpact:	
C. D	epartmental Fis	scal Review:				
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•	Legal Sufficient	28/1	2/16/11			
C.	Other Departm	ent Review:			·	
	Department Dir	ector				

This summary is not to be used as a basis for payment.

II. Effective Date

This	res	olutio	n :	shall	becon	ne	effective	upon	approval	by	a
majo	rity	vote	of	the	Board	of	County	Comm	issioners,	Pal	m
Bead	Beach County, Florida.										

The foregoing Resolution was offered by Commissioner

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

Commissioner Shelley Vana, Chair Aye

Commissioner Steven L. Abrams, Vice Chairman Aye

Commissioner Karen T. Marcus

Aye

Commissioner Paulette Burdick

Aye

Commissioner Burt Aaronson

Aye

Commissioner Jess R. Santamaria

Aye

Commissioner Priscilla A. Taylor

The Chairman thereupon declared the Resolution duly passed and adopted this _____ day of _____ , 2011.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

PALM BEACH COUNTY, FLORIDA BY ITS BOARD OF COUNTY COMMISSIONERS

Aye

SHARON R. BOCK, CLERK &

Assistant County Attorney

RESOLUTION R-2011- 2011-1999

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA REPEALING AND REPLACING RESOLUTION NO. R2006-1878 REGARDING THE HEAD START/EARLY HEAD START POLICY COUNCIL

WHEREAS, the Board of County Commissioners of Palm Beach County adopted Resolution No. R-92-444 on March 24, 1992, which established the Head Start Policy Council; and

whereas, the Head Start Policy Council Resolution No. R-92-444 was repealed and replaced with Resolution No. R2000-1866, dated November 21, 2000 to establish the Head Start/Early Head Start Policy Council to incorporate Early Head Start Program;

WHEREAS, the Head Start/Early Head Start Policy Council Resolution No. R-2000-1866 was repealed and replaced with Resolution No. R-2006-1878, dated September 12, 2006 to accommodate the inclusion of the Head Start/Early Head Start Contracted Programs;

WHEREAS, the Head Start/Early Head Start Policy Council Resolution No. R-2006-1878 needs to be repealed and replaced to include new terms of appointment;

WHEREAS, the Federal Government requires all Head Start/Early
Head Start grant recipients to establish a Head Start/Early Head Start Policy
Council which is comprised of parents of Head Start/Early Head Start children
presently enrolled in the program and representatives of the community; and

WHEREAS, parent and community involvement is essential to an effective Head Start/Early Head Start program,

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

I. Repeal and Replacement

Resolution No. R-2006-1878 is hereby repealed and replaced with the following:

A. Requirements for Membership

There will be a total of 33 members of the Policy Council. At all times there shall be an odd number of membership positions on the Head Start/Early Head Start Policy Council. In the event of a change in the

number of Head Start/Early Head Start centers or programs, that will result in a change in the number of parent members, the number of community representatives will be adjusted accordingly so that an odd number of members is retained to maintain at least a 51% parent membership.

1. Parent members

At least 50% of the members of the Head Start/Early Head Start Policy Council must be parents of Head Start children presently enrolled in the Palm Beach County Head Start program ("Parent Members"). One parent member and at least one alternate shall be elected by the parents of children currently enrolled in the Head Start/Early Head Start program at each center operated by Palm Beach County and each service area of the Early Head Start program. Alternate members may only vote at meetings at which the elected member is absent. At the time of the adoption of this resolution ten Head Start/Early Head Start centers, centers based and home based Early Head Start programs are operating or planned. However, the number of parent members may vary depending upon the number of centers and programs are in operation. All parents serving on the Head Start/Early Head Start Policy Council as members or as alternates must be approved by the Board of County Commissioners.

2. <u>Community Representatives</u>

Nine members of the Head Start/Early Head Start Policy
Council shall be representatives of the community
("Community Representative"). Community
Representatives must represent major public or private
agencies or major community, civic or professional
organizations which have a concern for children of low
income families or may be parents of former Head

Start/Early Head Start children. It is preferred that at least one member of the Head Start/Early Head Start Policy Council have a fiscal or accounting background. All Community Representatives shall be at large appointments of the Board of County Commissioners and ratified by the elected parent members of the Head Start/Early Head Start Policy Council.

B. Conditions of Membership

Residency Requirement

All members must be residents of Palm Beach County at the time of appointment and while serving on the Council.

C. Prohibition of County Staff

County employees may not be appointed to the Head Start/Early Head Start Policy Council.

D. <u>Terms of Appointment</u>

All parent members of Policy Councils or Policy Committees must stand for election or re-election annually. All community representatives also must be selected annually. Policy Councils and Policy Committees must limit the number of one-year terms any individual may serve on either body to a combined total of three terms.

E. <u>Automatic Removal for Lack of Attendance</u>

A member of the Head Start/Early Head Start Policy Council shall automatically be removed for lack of attendance. Lack of attendance is defined as failure to attend three (3) consecutive meetings and/or failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall constitute lack of attendance. Members removed under this paragraph shall not continue to serve until a new appointment is made and removal shall create a vacancy.

F. Elected Office

Members shall not be prohibited from qualifying as a candidate for elected office.

G. Travel Reimbursement

Travel reimbursement is limited to expenses incurred only for travel outside Palm Beach County necessary to fulfill Council member responsibilities when sufficient funds have been budgeted and are available and upon the prior approval of the Board of County Commissioners and is consistent with Palm Beach County personnel rules and procedures. No other expenses are reimbursable except documented long distance telephone calls to the liaison County department.

H. Annual Narrative Report

The Advisory Board shall submit an annual narrative report to the Agenda Coordinator. The form, substance and submittal dates for annual narrative reports are established by PPM CW-O-060.

I. Sunshine Law and State Code of Ethics

Members of the Advisory Board are to comply with the Sunshine Law and State Code of Ethics. Reasonable public notice of all Advisory Board meetings shall be provided. All meetings of the Advisory Board shall be open to the public at all times and minutes shall be taken at each meeting.

J. Palm Beach County Code of Ethics

Advisory Board members are to comply with the Palm Beach County Code of Ethics as codified in Section 2-441 through 2-448 of the Palm Beach County Code.

K. Role & Responsibilities of Head Start/Early Head Start Policy Council

Policy Councils and Policy Committees must work in partnership with key management staff and the governing

body to develop, review, and approve or disapprove the following policies and procedures:

- a. All funding applications and amendments to funding applications for Early Head Start and Head Start, including administrative services, prior to the submission of such applications to the Department of Health and Human Services;
- b. Procedures describing how the Board County
 Commissioners body and the appropriate policy
 group will implement shared decision-making;
- c. Procedures for program planning in accordance with the Head Start Performance Standards and the requirements of 45 CFR 1305.3;
- d. The program's philosophy and long- and shortrange program goals and objectives;
- e. The selection of delegate agencies and their service areas;
- f. The composition of the Policy Council and the procedures by which policy group members are chosen;
- g. Criteria for defining recruitment, selection, and enrollment priorities, in accordance with the requirements of 45 CFR part 1305;
- h. The annual self-assessment of the grantee and delegate agency's progress in carrying out the programmatic and fiscal intent of its grant application, including planning or other actions that may result from the review of the annual audit and findings from the Federal monitoring review;
 - i. Program personnel policies and subsequent changes to those policies, in accordance with 45 CFR 1301.31, including standards of conduct for program staff, consultants, and volunteers;

- Decisions to hire or terminate the Early Head Start or Head Start director of the grantee or delegate agency; and
- k. Decisions to hire or terminate any person who works primarily for the Early Head Start or Head Start program of the Board County Commissioners or delegate agency.
- 2. In addition, Policy Councils must perform the following functions directly:
 - a. Serve as a link to the Parent Committees, grantee and delegate agency governing bodies, public and private organizations, and the communities they serve;
 - b. Assist Parent Committees in communicating with parents enrolled in all program options to ensure that they understand their rights, responsibilities, and opportunities in Early Head Start and Head Start and to encourage their participation in the program;
 - c. Assist Parent Committees in planning, coordinating, and organizing program activities for parents with the assistance of staff, and ensuring that funds set aside from program budgets are used to support parent activities;
 - d. Assist in recruiting volunteer services from parents, community residents, and community organizations, and assist in the mobilization of community resources to meet identified needs; and
 - e. Establish and maintain procedures for working with the grantee or delegate agency to resolve community complaints about the program.

L. Meetings of Head Start/Early Head Start Policy Council

The Head Start/Early Head Start Policy Council shall meet not less than once per month. A quorum must be present for the conducting of all business. The presence of at least one-third (1/3) of the members appointed shall constitute a quorum. All meetings shall be governed by Roberts' Rules of Order.

Reasonable public notice of all meetings shall be provided and all such meetings shall be open to the public at all times.

Minutes of all meetings shall be taken and available for public inspection.

M. Chair and Vice-Chair

A Chair and Vice-Chair shall be elected by a majority of the Head Start/Early Head Start Policy Council and shall serve for a term of one year.

Duties of the Chair:

- Call Head Start/Early Head Start Policy Council meetings and set the agenda for same;
- Preside at Head Start/Early Head Start Policy Council meetings;
- Establish committees, appoint committee chairs and charge committees with specific tasks;
- 4. Perform other functions as the Council may assign by rule or order;
- The Chair shall be a voting member of the Head Start/Early
 Head Start Policy Council.

N. <u>Duties of Vice-Chair</u>

The Vice-Chair shall perform the duties of the Chair in the Chair's absence and such other duties as the Chair may assign. If a vacancy occurs in the office of the Chair, the Vice-Chair shall become the chair for the unexpired term. If a vacancy occurs in the office of Vice-Chair, the Council will elect another member to fill the unexpired term of the Vice-Chair.