

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
SITTING AS THE  
CHILD CARE FACILITIES BOARD

BOARD APPOINTMENT SUMMARY

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Meeting Date: May 1, 2012

Department: Palm Beach County Health Department

Submitted by: Division of Environmental Public Health

Advisory Board Name: Child Care Advisory Council

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I. EXECUTIVE BRIEF

**Motion and Title: STAFF RECOMMENDS MOTION TO APPROVE:** Appointment of one (1) member to the **Child Care Advisory Council** to fill the position vacated by Dennis Moore, retired manager of the Palm Beach County Consumer Affairs Division.

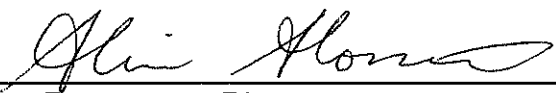
<u>NOMINEE:</u>	<u>SEAT #:</u>	<u>REQUIREMENT:</u>	<u>NOMINATED BY:</u>
Eugene G. Reavis	4	Consumer protection enforcement official.	Staff

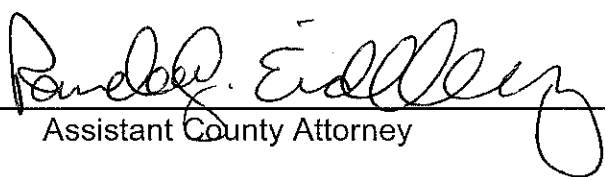
**Summary:** The Child Care Advisory Council is comprised of seven members who serve at the pleasure of the Board of County Commissioners. Members must consist of two members who represent and operate private child care facilities in Palm Beach County one of whom operates a family day care home or large family child care home; one member who represents and operates a parochial child care facility in Palm Beach County; one consumer protection enforcement official; one member for fire protection, engineering or technology; and one member who, at the time of appointment, was the parent of a child attending a child care facility in Palm Beach County; and one representative from the Florida Department of Children and Families. The applicant, Eugene Reavis is the current manager of the Consumer Affairs Division. Countywide (PE)

**Background and Justification:** Chapter 59-1698, Special Acts, Laws of Florida, as amended by Chapter 2010-249, Special Acts, Laws of Florida, provides for the organization of the Child Care Advisory Council. The Special Acts and Palm Beach County Codes, Appendix D, Chapter 1, Article IV.2 set forth the required composition of the Child Care Advisory Council (see p. 3, Section 7, attached). With this approval the Council will consist of 7 members: 1 African-American male; 5 Caucasian females; and 1 African-American female.

**Attachments:**

1. Board/Committee Application
  2. Summary of Qualifications for Mr. Reavis
  3. Chapter 59-1698, Special Acts, Laws of Florida, as amended by Chapter 2010-249, Special Acts, Laws of Florida
  4. Child Care Advisory Council Member List
  5. Child Care Advisory Council meeting schedule
- =====

Recommended by:  4/6/12  
Department Director Date

Legal Sufficiency:  4/10/12  
Assistant County Attorney Date

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION**

ENV. PUBLIC HEALTH

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: CHILD CARE ADVISORY COUNCIL Advisory ☐ Not Advisory ☒

☒ At Large Appointment or ☐ District Appointment /District #: \_\_\_\_\_

Term of Appointment: None Years. From: Not Applicable To: Not Applicable

Seat Requirement: None Seat #: Not Applicable

☐ \*Reappointment or ☒ New Appointment

or ☐ to complete the term of Not applicable Due to: ☐ resignation ☐ other

Completion of term to expire on: Not applicable

\*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: \_\_\_\_\_

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Reavis Eugene G.  
Last First Middle

Occupation/Affiliation: Manager – Palm Beach County Consumer Affairs Division

Owner ☐ Employee ☒ Officer ☐

Business Name: Palm Beach County Consumer Affairs Division

Business Address: 50 S. Military Trail, Suite 201

City & State West Palm Beach, Florida Zip Code: 33415

Residence Address: Not disclosed -

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

Home Phone: \_\_\_\_\_ Business Phone: ( 561 ) 712-6600 Ext. 6605

Cell Phone: \_\_\_\_\_ Fax: ( )

Email Address: Ereavis@pbcgov.org

Mailing Address Preference: ☒ Business ☐ Residence

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

If Yes, state the court, nature of offense, disposition of case and date: \_\_\_\_\_

Minority Identification Code: ☒ Male ☐ Female  
☒ Native-American ☐ Hispanic-American ☐ Asian-American ☒ African-American ☐ Caucasian

ENV. PUBLIC HEALTH  
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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.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR ☐ NONE [X]

All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the Guide to the Sunshine Amendment prior to appointment/reappointment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Keep in mind this requirement is on-going.

☒ By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

  X   By watching the training program on the Web, DVD or VHS

       By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

AND

☐ By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

\*Applicant's Signature: Eugene G. Reavis Printed Name: EUGENE G. REAVIS Date: 3/13/12

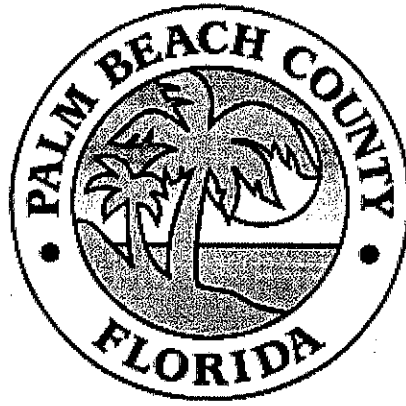
Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 233-0724.

Return this FORM to:  
Courtney Shippey, Palm Beach County Health Department  
800 Clematis Street, 4<sup>th</sup> Floor, West Palm Beach, FL 33401

Section III (Commissioner, if applicable):

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

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**CHAPTER 59-1698, SPECIAL ACTS, LAWS OF  
FLORIDA, AS AMENDED BY CHAPTER 2010-249,  
SPECIAL ACTS, LAWS OF FLORIDA**



**PALM BEACH COUNTY  
HEALTH DEPARTMENT**

This copy has been modified for easy reading. For an official copy, refer to the Florida Laws. You can access the Florida Laws at <http://laws.flrules.org/>

Section 1. **DEFINITIONS:** The following words and phrases shall mean:

1. Children: persons related to the operator of a facility regulated under this act under 13 years of age, and all other persons under 18 years of age.
2. Family Day Care Home: An occupied residence in which custodial care is rendered to one to six children, inclusive, and for which the owner or operator receives a payment, fee, or grant for any of the children receiving care, whether or not operating for profit, subject to the exemptions contained in Section 9
3. Large Family Child Care Home - An occupied residence in which custodial care is regularly provided for children, and for which the owner or operator receives a payment, fee, or grant for any of the children receiving care, whether or not operated for profit, and which has at least two full-time child care personnel on the premises during the hours of operation. One of the full-time child care personnel must be the owner or occupant of the residence. A large family child care home must first have operated as a licensed family day care home for 2 years, with an operator who has had a child development associate credential or its equivalent for 1 year, before seeking licensure as a large family child care home. A large family child care home shall be allowed to provide care for one of the following groups of children, which shall include those children under 13 years of age who are related to the caregiver:
  - a. A maximum of eight children from birth to 24 months of age.
  - b. A maximum of 12 children with no more than four children under 24 months of age.
4. Child Care Facility: Any building or shelter in which custodial care is rendered to six or more children, and for which the owner or operator receives a payment, fee, or grant for any of the children, and which receives a payment, fee, or grant for any of the children receiving care, whether or not operating for profit, or which is held out to the public to be an establishment which regularly provides child custodial services.

Section 2. **PERMIT REQUIRED FOR ESTABLISHMENT, MAINTENANCE AND OPERATION:**

It shall be unlawful for any person, firm or corporation to establish, maintain or operate in Palm Beach County, Florida, a child care facility, large family child care home, or family day care home without first obtaining a permit therefor from a board, to be designated as the Child Care Facilities Board, and without permanently posting such permit in the child care facility, large family child care home, or family day care home. Such Child Care Facilities shall be composed of the Board of County Commissioners of Palm Beach County, hereafter referred to as the Board. The Chairman of the Board of the County Commissioners of Palm Beach County shall be

chairman of the Child Care Facilities Board and the Board shall meet at least once every 3 months at a time and place designated by the Board.

**Section 3. APPLICATION FOR PERMIT:** Application for a permit to operate a child care facility, large family child care home or family day care home shall be made to the Board in writing, and on a form, and under regulations prescribed by the Board. The application shall state the name and address of the applicant, his or her occupational history and qualifications, the type and location of proposed operation, the number of persons to be accommodated, and such other information the Board may require.

**Section 4. ISSUANCE OF LICENSE:**

1. The Director of the Palm Beach County Health Department shall be charged with the administrative and financial responsibility of carrying out the duties of the Board, and the Director or his or her representative shall inspect child care facilities, large family child care homes, and family day care homes as required by the Board. Said Board when satisfied that minimum standards are met, shall issue a license in writing on a form prescribed by the Board. Such license shall be valid for a period of 1 year unless revoked. It shall not be transferable or assignable.
2. The Board may issue a provisional license for child care facilities, large family child care homes, or family day care homes. A provisional license shall not be issued for a period that exceeds 6 months and may only be renewed by the Board one time for a period not to exceed 6 months.
3. A provisional license shall not be issued unless the child care facility, large family child care home, or family day care home is in compliance with the requirements for screening of child care personnel and the requirements for ensuring the health and safety of the children in care.

**Section 5. REVOCATION OF LICENSE:** The Board may revoke a license if it finds that the operator has failed to comply with any provisions of this Act or any rule or regulation issued hereunder.

**Section 6. MINIMUM STANDARDS, REASONABLE RULES AND REGULATIONS TO BE PRESCRIBED BY THE BOARD:**

1. The Board shall make, adopt, amend and repeal such rules and regulations as are necessary to protect the health and safety of persons in child care facilities, large family child care homes, or family day care homes; prescribing standards for living quarters, including provisions pertaining to sanitary conditions, light, air, safety, protection from fire hazards, equipment, operation, qualifications and number of staff, and such other matters as may be appropriate to protect the life and health of the occupants thereof. Standards established by rules and

regulations of the Board shall meet or exceed state minimum standards, to wit: standards established by the Department of Children and Family Services pursuant to chapter 402, Florida Statutes.

2. The Board may make, adopt, amend, and repeal such rules and regulations as are necessary:
  - a. To require facilities regulated hereunder to secure liability insurance and set minimum limits and standards for carriers: and,
  - b. To establish fees for inspection and licensing under this Act.

No such rules and regulations of the Board shall be adopted or become effective until after a public hearing has been held by the board pursuant to at least one notice published in a newspaper of general circulation in the county at least 10 days prior to the hearing. When approved by the Board and filed with the Clerk of the County Commission, such rules and regulations shall have the force and effect of law. Until the Board adopts rules and regulations, the State standards aforementioned shall apply to all facilities regulated by this act.

#### **Section 7. CHILD CARE ADVISORY COUNCIL:**

1. The Board shall appoint a Child Care Advisory Council which shall be appointed by the Board of County Commissioners no later than 60 days after the effective date of this Act. Members of the Council shall serve at the pleasure of the Board of County Commissioners. The Council shall be composed of seven members consisting of the following:
  - a. Two members who represent and operate as a private enterprise a facility regulated hereunder one of whom operates a family day care home or large family child care home.
  - b. One member who represents and operates a parochial facility regulated hereunder.
  - c. One member who represents a consumer protection enforcement official.
  - d. One member for fire protection, engineering, or technology.
  - e. One member who at the time of appointment was a parent of a child in a facility regulated hereunder.
  - f. One member who represents the Department of Children and Family Services.
2. The Council shall advise the Board and make recommendations as to the

issuance and revocation of license and as to rules and regulations necessary to protect the health and safety of persons in child care facilities, large family child care homes or family day care homes.

Section 8. **RIGHT OF ENTRY:** Members of the Board and its representative may enter and inspect child care facilities, large family child care homes, or family day care homes at reasonable hours, and may question such persons and investigate such facts, conditions, and practices or matters as may be necessary or appropriate to determine whether any person has violated any provisions of the Act, or of any rule or regulation issued hereunder.

Section 9. **EXEMPTIONS:** The provisions of this Act shall not apply to any public or nonpublic school which is in compliance with the compulsory school attendance law, chapter 232, Florida Statutes, any summer camp having children in full time residence, summer day camp, or vacation Bible school, or any foster home, home for mentally retarded or handicapped children, juvenile detention facility, hospital, or other similar institution otherwise regulated for health standards by a governmental agency. However, this section shall not be deemed to exempt institutions or facilities otherwise regulated by the Department of Children and Family Services pursuant to s. 402.301, et seq., Florida Statutes, as it may from time to time be amended or transferred.

Section 10. **CIVIL ENFORCEMENT:** Any violation of this Act or the rules and regulations of the Board adopted pursuant hereto shall be subject to enforcement by the Palm Beach County Environmental Control Officer and the Palm Beach County Environmental Control Act, chapter 70-862, Laws of Florida, as amended, and as it may in the future be amended or reenacted.

Section 11. **CRIMINAL PENTALTY:** Any person failing to comply with the provisions of this act is guilty of a misdemeanor of the second degree punishable as provided by general law.

Section 12. **ADVERTISING BY FACILITIES:** It shall be unlawful for any person, persons, associations, partnerships, corporations, or institutions to offer or advertise to the public in any way or by any medium whatsoever, large family child care home, family day care home or child care facility service without first having secured a license under the provisions of this Act. All advertisements advertising any such services shall include the license number of the license issued pursuant to this Act.

Section 13. **SEVERABILITY:** If any provision of the Act, or the application thereof to any person or circumstances, is held invalid, such invalidity shall not affect other provisions or applications of this Act which can be given effect without the invalid provision or invalid application and to this end the provisions of the Act are declared severable.

Section. 14. **THIS ACT SHALL TAKE EFFECT UPON BECOMING A LAW.**



**APPROVED BY THE GOVERNOR MAY 26, 2010.**

**FILED IN OFFICE SECRETARY OF STATE MAY 26, 2010.**

## CHILD CARE ADVISORY COUNCIL MEMBERS

<b>Seat #1</b>	Represents and operates as a private enterprise a facility regulated there under.
<b>Lorraine Herdeen:</b> 200 NE 14 <sup>th</sup> St. Boca Raton, Fl. 33432 Bus: (561)391-7274	
<b>Seat #2</b>	Represents and operates as a private enterprise a facility regulated there under.
<b>Eunice Twiggs:</b> 101 10 <sup>th</sup> St. Lake Park, Fl. 33403 Bus: (561) 842-4663	
<b>Seat #3</b>	Represents and operates a parochial facility regulated there under.
<b>Louise Mancini:</b> 4900 Summit Blvd. West Palm Beach, Fl. 33415 Bus: (561)686-8081 ext. 326	
<b>Seat #4</b>	Represents consumer protection enforcement.
<b>Vacant</b>	
<b>Seat #5</b>	Represents fire protection, engineering, or technology.
<b>Alicia Kula:</b> Palm Beach County Fire Rescue Attn: Alicia Kula 405 Pike Rd. West Palm Beach FL 33411-3815 Bus: (561) 616-7062, Cell: (561) 472-4124	
<b>Seat #6</b>	Represents, at the time of appointment was a parent of a child in a facility regulated there under.
<b>Kendra Barnes:</b> Palm Beach County School District Dept. of Early Childhood 3300 Forest Hill Blvd. Ste. C206 West Palm Beach, Fl. 33406 Bus: (561)644-1930/691-1891	
<b>Seat #7</b>	Represents the Department of Children and Families.
<b>Patty Tilford</b> Department of Children & Families 111 South Sapodilla Avenue West Palm Beach, FL 33401 Bus: (561)837-5840	



## MEMORANDUM

**TO:** Child Care Advisory Council Members

**SUBJECT:** Child Care Advisory Council (CCAC) 2012 meeting schedule.

DATE OF CCAC MEETING
January 11, 2012, Wednesday
February 8, 2012, Wednesday
March 14, 2012, Wednesday
April 11, 2012, Wednesday
May 9, 2012, Wednesday
June 13, 2012, Wednesday
July 11, 2012, Wednesday
August 8, 2012, Wednesday
September 12, 2012, Wednesday
October 10, 2012, Wednesday
November 14, 2012, Wednesday
December 12, 2012, Wednesday

The Child Care Advisory Council shall advise the Board of County Commissioners and make recommendations as to the issuance and revocation of license and as to rules and regulations necessary to protect the health and safety of persons in child care facilities, child boarding homes or family day care facilities --- pursuant to Chapter 2010-249, Special Acts, Laws of Florida, as amended.

CCAC meetings are Public Meetings and are held on the second Wednesday of each month at 9.00 a.m. at 800 Clematis Street, West Palm Beach, FL, unless otherwise published.