

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

BOARD APPOINTMENT SUMMARY

Meeting Date: October 16, 2012

Department: County Administration

Advisory Board: Health Facilities Authority

I. EXECUTIVE BRIEF

Motion/Title: Staff recommends motion to approve: appointment of the following individual to the Health Facilities Authority for the term beginning October 16, 2012, to April 30, 2016:

<u>Nominee</u>	<u>Seat No.</u>	<u>Seat Requirement</u>	<u>Nominated by:</u>
Joan E. Roude	3	Resident of PBC	Comm. Taylor Comm. Burdick Comm. Vana

Summary: Per Chapter 154.207, Florida Statutes and Resolution Nos. R77-379, R77-398 and R92-563, the Health Facilities Authority is composed of five (5) members appointed at-large by the Board of County Commissioners (BCC). On July 30, staff notified the BCC that the current representative, Mr. Tim Monaghan would not be seeking reappointment, and requested nominations. Having received no nominations, the Health Facilities Authority has recommended Ms. Joan Roude. Staff circulated a second memo on September 25, 2012, along with Ms. Roude's Application and résumé requesting BCC support or requesting additional candidates for consideration. To date, no other nominations have been received. Countywide (PFK)

Background and Justification: The Health Facilities Authority was created to assist health facilities in acquisition, construction, financing, and refinancing of projects. Currently, four of the five positions on the Authority are filled, with a diversity make up of two (2) Caucasian males, one (1) African-American female, and one (1) Caucasian female. The above nominee is a Caucasian female.

Attachments:

1. Boards/Committees Application w/Résumé
2. Memo dated July 9, 2012 requesting nominations
3. Memo dated September 25, 2012 regarding nomination
4. Current List of Board Members
5. Florida Statutes 154.207

Recommended by:

Patty Hndle
Agenda Coordinator

10/2/12
Date

Legal Sufficiency:

Paul F. J.
Assistant County Attorney

10/5/12
Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

**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: Palm Beach County Health Facilities Authority Advisory ☐ Not Advisory ☒

☒ At Large Appointment or ☐ District Appointment / District #: _____

Term of Appointment: _____ Years. From: TBD To: April 30, 2016

Seat Requirement: Palm Beach County Resident Seat #: 3

☐ *Reappointment or ☒ New Appointment

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 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: Roche Joan E
Last First Middle

Occupation/Affiliation: Retired - PT Adjunct Professor

Owner ☐ Employee ☒ Officer ☐

Business Name: Broward College - Business Administration

Business Address: 1000 Coconut Creek Blvd

City & State: Coconut Creek FL Zip Code: 33066

Residence Address: 7749 Springwater Pl

City & State: Boynton Beach FL Zip Code: 33437

Home Phone: (561) 369 1516 Business Phone: () Ext. _____

Cell Phone: (407) 312 2235 Fax: ()

Email Address: JoanE824@aol.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: ☐ Male ☒ Female
☐ Native-American ☐ Hispanic-American ☐ 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.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR ☒ NONE

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):

☒ 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: Joan Roubé Printed Name: Joan Roubé Date: 9/15/12

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 or contact us via email at ethics@palmbeachcountyethics.com or (561) 233-0724.

Return this FORM to:
{Insert Liaison Name Here}, {Insert Department/Division Here}
{Insert Address Here}

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:
Commissioner's Signature: [Signature] Date: 9/27/12

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

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Board Name: Palm Beach County Health Facilities Authority Advisory ☐ Not Advisory ☒

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Term of Appointment: _____ Years. From: TBD To: April 30, 2016

Seat Requirement: Palm Beach County Resident Seat #: 3

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Completion of term to expire on: _____

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Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Roche Joan E
Last First Middle

Occupation/Affiliation: Retired - Adjunct Professor

Owner ☐ Employee ☒ Officer ☐

Business Name: Broward College - Business Administration

Business Address: 1000 Coconut Creek Blvd

City & State: Coconut Creek FL Zip Code: 33066

Residence Address: 7749 Springwater Pl

City & State: Boynton Beach FL Zip Code: 33437

Home Phone: (609) 369-1518 Business Phone: () Ext. _____

Cell Phone: (609) 312-2235 Fax: ()

Email Address: JoanEB824@aol.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: ☐ Male ☒ Female
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☒ Caucasian

Section II Continued:

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<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Ex: (R#XX-XXXX/PO XXX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/11-09/30/12</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

OR ☒ NONE

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AND

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*Applicant's Signature: Joan Roud Printed Name: Joan Roud Date: 9/15/11

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{Insert Liaison Name Here}, {Insert Department/Division Here}
{Insert Address Here}

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Paul H. Burdick Date: 10-3-2012

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BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION**

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Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Roude Joan E
Last First Middle

Occupation/Affiliation: Retired - PT Adjunct Professor

Owner ☐ Employee ☒ Officer ☐

Business Name: Broward College - Business Administration

Business Address: 1000 Coconut Creek Blvd

City & State Coconut Creek FL Zip Code: 33066

Residence Address: 7749 Springwater Pl

City & State Boynton Beach FL Zip Code: 33437

Home Phone: (609) 369-1518 Business Phone: () Ext. _____

Cell Phone: (408) 318-2235 Fax: ()

Email Address: JoanE824@aol.com

Mailing Address Preference: ☐ Business ☒ Residence

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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

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.

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Ex: (R#XX-XXXX/PO XXX)	Parks & Recreation	General Maintenance	10/01/11-09/30/12
(Attach Additional Sheet(s), if necessary)			
OR <input checked="" type="checkbox"/> NONE			

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☒ 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: Joan Ronde Printed Name: Joan Ronde Date: 9/15/12

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 or contact us via email at ethics@palmbeachcountyethics.com or (561) 233-0724.

Return this FORM to:
{Insert Liaison Name Here}, {Insert Department/Division Here}
{Insert Address Here}

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Shelley Yana Date: 9/27/12

JOAN ROUDE
7749 SPRINGWATER PLACE
Boynton Beach, Florida 33437
561(407) 369-1518 (Home)

EDUCATIONAL BACKGROUND:

- .Masters of Public Administration, Baruch College, CUNY, 1985
Specialization in Budget and Finance
- .Bachelors of Business Administration, Baruch College, CUNY, 1981
Specialization in Management
- .Associate in Applied Science, New York City Technical College,
CUNY, 1954

PROFESSIONAL EXPERIENCE:

1973 - 1995

LAGUARDIA COMMUNITY COLLEGE
CITY UNIVERSITY OF NEW YORK

1987-1995

Business Manager

1981 - 1987

Assistant Business Manager

1978 - 1981

Assistant to Business Manager

1977 - 1978

Budget Officer

1973 - 1976

Payroll and Budget Clerk

MANAGEMENT RESPONSIBILITIES:

- .Member of President's Cabinet - Long range college planning.
- .Member of Faculty Senate Committee on College Governance, and
Professional Development.
- .Member of the Enrollment Management Committee.
- .Treasurer and Member of the Board of Directors of Student
Association, Auxiliary Enterprise and the Endowment
Corporation.
- .Supervise Business Office's professional and clerical staff
(30) in the areas of Accounts Payable, Auxiliary Enterprise,
Budget, General Accounting, Payroll, Purchasing, and Student
Faculty Association and Bursar.
- .Develop, in consultation with employees, annual performance
goals; evaluate employees in their progress toward goal
achievement.

BUDGET PLANNING AND CONTROL:

- .Manage a 50 million dollar operating expense budget.
- .Negotiate, verify and facilitate campus wide resource
allocation to all operating units of the College.
- .Revenue and expense forecasting, modeling and budget variance
analysis.

ACCOUNTING, PURCHASING, AND PAYROLL:

- .Direct responsibility for the transfer of over 19 million dollars of tuition and fee revenue to the City of New York.
- .Supervised and trained staff in financial analysis, preparation of monthly financial statements and receivable reports in order to produce automated general ledger and insure internal controls.
- .Respond to all College audit reports.
- .Insure that Standard Operating Procedures (including contract implementation, bidding processes, and invoice vouchering) are used in the purchasing and payments of a 15 million dollar budget.
- .Direct the processing of a 35 million dollar payroll.
- .Implement, in conjunction with the Director of Personnel, all collective bargaining contractual agreements.

COMPUTERIZATION OF BUSINESS OFFICE SYSTEMS:

- .Designed and supervised the conversion from a manual system of accounts to an on-line electronic accounting system to facilitate monthly monitoring of operating expenses.
- .Designed and implemented automated "books of entry" that replaced manual cash receipts and disbursement journals.
- .Managed electronic network and database systems.

TEACHING AND PROFESSIONAL ACHIEVEMENTS

- | | |
|----------------|---|
| 1988 - Present | <u>Adjunct Professor</u> |
| 1985 - 1988 | Adjunct Associate Professor,
Accounting/Managerial Studies Department,
LaGuardia Community College, CUNY.
Instructor of Principles of Management,
Introduction to Business, and Personnel
Management Courses and Accounting. |
| 1981 - 1985 | <u>Adjunct Instructor</u>
Division of Cooperative Education, LaGuardia
Community College, CUNY.
Conducted Coop Seminars for students in
Business, Data Processing and Secretarial
Science. |
- . Ford Grant Participant- "Integrating Gender Perspectives into the Curriculum".
 - . Adjunct Faculty representative to assess the effect of the College's calendar change on academic excellence.
 - . Published newsletter to students on "Income Tax Tips".
 - . Academic Advisement.
 - . Collaborative Teaching\Learning

MEMBERSHIPS AND AFFILIATIONS:

National Association of Auxiliary Services
American Society of Public Administrators
National Council of Community College Business Officers
Eastern Region Council of Community College Business Officers
Baruch Alumni MPA Association

REFERENCES AVAILABLE UPON REQUEST

Joan Roude
7749 Springwater Place
Boynton Beach Fl.33437
561-369-1518

Addendum- Resume

1996- Present	Broward College North Campus Adjunct Lecturer- Accounting, Communication Skills in the Workplace
2012-Present	Palm Isle Condo Association . Budget Committee
2011-Present	Health Care District of Palm Beach County . Finance Committee . Construction Oversight Committee- Healy Center Nursing Home
2009-2011	. Audit Committee
2003-2008	. Finance Committee . Construction Oversight Committee- Lakeside Medical Center
2010-Present	United Way of Palm Beach County
2006-2010	. Audit Committee . Finance Committee
2009-Present	Tamara Hadassah of Palm Isle . Treasurer



County Administration

P.O. Box 1989

1989
Palm Beach, FL 33402-1989

(561) 355-2030

FAX: (561) 355-3982

www.pbcgov.com

**Palm Beach County
Board of County
Commissioners**

Shelley Vana, Chair

Steven L. Abrams, Vice Chairman

Karen T. Marcus

Paulette Burdick

Burt Aaronson

Jess R. Santamaria

Priscilla A. Taylor

County Administrator

Robert Weisman

**PALM BEACH COUNTY
COUNTY ADMINISTRATION**

DATE: July 9, 2012

TO: Commissioner Shelley Vana, Chair and Members of the
Board of County Commissioners

FROM: Patty Hindle, Agenda Coordinator
County Administration *Patty*

RE: HEALTH FACILITIES AUTHORITY

Pursuant to Section 154.207, Florida Statutes, which allows for the creation of a Health Facilities Authority, the Board of County Commissioners adopted R77-379 creating same. The Health Facilities Authority (Authority Board) is comprised of five (5) at-large members and the Authority is charged with assisting health facilities in the acquisition, construction, financing and refinancing of projects. Members serve four (4) year terms.

Mr. Christopher Roemer has resigned, leaving a vacancy on the Authority. While the seat requirement only indicate that members must be Palm Beach County residents, the Authority indicated that expertise in the area of health facilities is helpful.

The current diversity on the Authority is three (3) Caucasian males, one (1) Caucasian female, and one (1) vacancy.

If you have a candidate you would like considered for appointment, please provide me with the candidate's contact information. Any questions, please contact me at 355-3229.

Attachment # 2



**PALM BEACH COUNTY
COUNTY ADMINISTRATION**

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**

Shelley Vana, Chair

Steven L. Abrams, Vice Chairman

Karen T. Marcus

Paulette Burdick

Burt Aaronson

Jess R. Santamaria

Priscilla A. Taylor

County Administrator

Robert Weisman

DATE: September 25, 2012

TO: Commissioner Shelley Vana, Chair and Members of the Board of County Commissioners

FROM: Patty Hindle, Agenda Coordinator
County Administration *Patty*

RE: **HEALTH FACILITIES AUTHORITY**

Pursuant to Section 154.207, Florida Statutes, which allows for the creation of a Health Facilities Authority, the Board of County Commissioners adopted R77-379 creating same. The Health Facilities Authority (Authority) is comprised of five (5) at-large members and the Authority is charged with assisting health facilities in the acquisition, construction, financing and refinancing of projects. Members serve four (4) year terms.

On July 9, staff notified the Board of a vacancy on the Authority due to a resignation. Shortly following the July 9th memo, staff was informed that another member would not be seeking reappointment. Staff notified the Board regarding the second vacancy on July 30 and asked for nominations. While one vacant seat was recently filled, the second remains vacant. Having received no nominations from the Board, the Health Facilities Authority has recommended Ms. Joan Roude. Ms. Roude's Application and résumé are enclosed.

Current diversity on the Authority is two (2) Caucasian males, one (1) African-American female, one (1) Caucasian female, and one (1) vacancy. The candidate is a Caucasian female.

If you would like to support the appointment of Ms. Roude, please complete Section 3 of the enclosed Application. If you have another candidate you would like considered for appointment, please provide me with the candidate's contact information. Any questions, please contact me at 355-3229.

:ph
Enclosures (2)



PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
HEALTH FACILITIES AUTHORITY

I. AUTHORITY :

Chapter 74-323, Laws of Florida; Chapter 154, Florida Statutes Part III; Resolution No. R-77-379, adopted April 12, 1977; and Resolution No. R-77-398, amended by Resolution No. R-92-563.

II. APPOINTING BODY :

Board of County Commissioners

III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :

This Authority shall be composed of five (5) members appointed at-large to serve staggered terms of one (1), two (2), three (3) and two (2) four (4) year appointments. After initial appointments, all terms shall be for four (4) years. All terms shall expire in April.

EXTENDED COMPOSITION :

IV. MEETINGS :

Annual meetings are held the first Tuesday in April or May and other meetings are held as needed. The time of the meetings usually start at 4:00 p.m. The location of the meetings are at John Flanigan's Office, 660 U.S. Highway One, 3rd Floor, North Palm Beach, FL 33408

V. FUNCTIONS :

To assist health facilities in acquisition, construction, financing, and refinancing of projects; currently working on Health Center at Haverhill Road.

VI. LIAISON INFORMATION :

LIAISON DEPARTMENT

County Administration

CONTACT PERSON

John F. Flanigan, Esq

ADDRESS

660 U.S. Highway One FI 3rd
North Palm Beach FL 33408
Phone # 561-627-8100

Attachment #

4

* indicates a member having an action pending



HEALTH FACILITIES AUTHORITY

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME PHONE	SEAT REQUIREMENT	APPOINT DATE	REAPPOINT DATE	EXPIRE DATE
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Appointed By : At-Large/PBC Board of County Commissioners

1	Gerald Robinson Surgical Associates of PBC 670 Glades Rd Ste 300 Boca Raton FL 33431	Member	CA	M	561-395-2626	Resident of Palm Beach County	05/01/2006	05/01/2010	04/30/2014
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NOMINATED BY :

2	Keysha Bryant 3826 Victoria Rd West Palm Beach FL 33411	Member	AA	F	561-686-1224	Resident of Palm Beach County	08/14/2012		04/30/2013
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NOMINATED BY :

3	Vacant	Member				Resident of Palm Beach County			
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NOMINATED BY :

4	James Howell 6411 Grand Cypress Cir Lake Worth FL 33463 7363	Member	CA	M	561-357-5583	Resident of Palm Beach County	01/15/2008	09/13/2011	04/30/2015
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NOMINATED BY :

* indicates a member having an action pending

Appointed By : **Large/PBC Board of County Commissioners

5	Tenna Wiles	Member	CA	F	561-433-3000 X12	Resident of Palm Beach County	03/13/2007	09/13/2011	04/30/2015
	C-Palm Beach County Medical Society								
	3340 Forest Hill Blvd Ste 101								
	West Palm Beach FL								
	33406								

NOMINATED BY :

* indicates a member having an action pending

Select Year: 2011

The 2011 Florida Statutes

Title XI
COUNTY ORGANIZATION AND
INTERGOVERNMENTAL RELATIONS

Chapter 154
PUBLIC HEALTH
FACILITIES

[View Entire
Chapter](#)

154.207 **Creation of health facilities authorities.—**

(1) In each local agency there may be created a public body corporate and politic to be known as the “ (name of local agency) Health Facilities Authority.” Each of said authorities shall be constituted as a public instrumentality, and the exercise by an authority of the powers conferred by this part shall be deemed and held to be the performance of an essential public function. Each of said authorities shall not transact any business or exercise any power hereunder until and unless the governing body of the local agency by proper ordinance or resolution shall declare that there is a need for an authority to function in such local agency. The determination as to whether there is such need for an authority to function:

- (a) May be made by the governing body on its own motion.
- (b) May be made by the governing body upon the filing of a petition signed by 25 residents of the local agency asserting that there is need for an authority to function in such local agency and requesting that the governing body so declare.

(2) The governing body may abolish the authority at any time by ordinance or resolution. However, the authority shall not be abolished until such time as all bonded indebtedness incurred pursuant to this part has been paid.

(3) In any suit, action, or proceeding involving the validity or enforcement of, or relating to, any contract of the authority, the authority shall be conclusively deemed to have been established and authorized to transact business and exercise its powers hereunder by adoption of an ordinance or resolution by the governing body declaring the need for the authority. Such ordinance or resolution shall be sufficient if it declares that there is such a need for an authority in the local agency. A copy of such ordinance or resolution duly certified by the clerk shall be admissible in evidence in any suit, action, or proceeding.

(4) The governing body of the local agency shall designate five persons who are residents of the local agency as members of the authority created for said local agency. Of the members first appointed, one shall serve for 1 year, one for 2 years, one for 3 years, and two for 4 years; in each case until a successor is appointed and has qualified. Thereafter the governing body shall appoint, for terms of 4 years each, a member or members to succeed those whose terms expire. The governing body shall fill any vacancy for an unexpired term. A member of the authority shall be eligible for reappointment. Any member of the authority may be removed by the governing body for misfeasance, malfeasance, or willful neglect of duty. Each member of the authority, before entering upon his or her duties, shall take and subscribe the oath or affirmation required by the State Constitution. A record of each oath shall be filed in the Department of State and with the clerk.

(5) The authority shall annually elect one of its members as chair and one as vice chair.

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(6) The authority shall keep a record of its proceedings and shall be custodian of all books, documents, and papers filed with it and of its minute book or journal and official seal. The authority shall cause copies to be made of all its minutes and other records and documents and shall give certificates under its official seal to the effect that such copies are true copies, and all persons dealing with it may rely upon such certificates.

(7) Three members of the authority shall constitute a quorum, and the affirmative vote of a majority of the members present at a meeting of the authority shall be necessary for any action taken by an authority. However, any action may be taken by the authority with the unanimous consent of all of its members. No vacancy in the membership of the authority shall impair the right of a quorum to exercise all the rights and perform all the duties of the authority. Any action taken by the authority under the provisions of this part may be authorized by resolution at any regular or special meeting, and each such resolution shall take effect immediately and need not be published or posted. All meetings of the authority, as well as all records, books, documents, and papers, shall be open and available to the public in accordance with s. 286.011.

(8) The members of the authority shall receive no compensation for the performance of their duties hereunder, but each member shall be paid his or her necessary expenses incurred while engaged in the performance of such duties pursuant to s. 112.061.

(9) Any general or special law, rule or regulation, or ordinance of any local agency to the contrary notwithstanding, service as a member of an authority by a trustee, director, officer, or employee of a health facility shall not in and of itself constitute a conflict of interest. However, any member of the authority who is employed by, or receives income from, a health facility under consideration by the authority shall not vote on any matter related to such facility.

History.—s. 4, ch. 74-323; s. 871, ch. 95-147.