

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date: December 18, 2012

Department: Community Services  
Advisory Board: Citizens Advisory Committee on Health and Human Services

I. EXECUTIVE BRIEF

**Motion & Title: Staff recommends motion to approve:** Reappointment of one (1) member and appointment of three (3) new members to the Palm Beach County Citizens Advisory Committee on Health and Human Services (CAC) for terms beginning on December 18, 2012, and expiring on September 30, 2015.

REAPPOINTMENT

<u>Seat No.</u>	<u>Nominee</u>	<u>Seat Requirement</u>	<u>Nominated By:</u>
10	Michael Gauger	Familiarity with System of Care	CAC Comm. Abrams  Comm. Vana

APPOINTMENT (SELECT THREE)

<u>Seat No.</u>	<u>Nominee</u>	<u>Seat Requirement</u>	<u>Nominated By:</u>
1, 4, & 5	Sharon Greene	Familiarity with System of Care	CAC  Comm. Vana
	John Bartosek		CAC Comm. Abrams  Comm. Vana
	Christine Koehn		CAC  Comm. Vana
	Blanche Clair		Comm. Vana
	Robert Glass		Comm. Vana
	Katrina Granger		Comm. Taylor
	Martin Weissman		Comm. Vana

Summary: (On page 3)

Background and Justification: (On page 3)

**Attachments:**

1. Boards/Committees Application with Résumé
2. Current Membership List
3. Resolution No. R2001-0913

Recommended By: [Signature] 11/30/12  
Department Director Date

Legal Sufficiency: [Signature] FOR: T&E 12/3/12  
Chief Assistant County Attorney Date

## II. REVIEW COMMENTS

### A. Other Department Review:

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Department Director

**Summary:** (continued from page 1)

The Citizens Advisory Committee on Health and Human Services (CAC) consists of 11 members with at least one (1) member being a resident west of the 20 Mile Bend and at least one (1) member being a representative of the Palm Beach County League of Cities. Founding members were appointed for 1, 2 and 3 year terms with subsequent terms of three (3) years. Resolution R2001-0913 requires the Executive Committee of the CAC to solicit and recommend member nominations for transmittal to the Board of County Commissioners (BCC). The CAC, on November 15, 2012, recommended that Michael Gauger, Sharon Greene, John Bartosek and Christine Koehn be appointed. The BCC was notified by memo dated September 24, 2012, requesting nominations for appointment. Christine Koehn has disclosed that her employer, United Way of Palm Beach County, Inc., contracts with the County for services. The Palm Beach County Citizens Advisory Committee on Health and Human Services provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract. Disclosure of this contractual relationship at a duly noticed public meeting is being provided in accordance with the provisions of Sect. 2-443, of the Palm Beach County Code of Ethics. Countywide (TKF)

**Background and Justification:** (continued from page 1)

The CAC was established in 1990. The CAC is currently charged with assisting the BCC in the assessment of need, planning, implementation and evaluation of a system of care, as defined in the Health and Human Services Element of the Palm Beach County Comprehensive Plan. Further, the CAC has the responsibility to: 1) make recommendations on an annual basis during the Financially Assisted Agency funding process regarding services and funding priorities, outcomes and contract requirements; 2) create a forum for citizen participation; 3) make recommendations to the Land Use Advisory Board and BCC regarding amendments to the Health and Human Services Element of the Comprehensive Plan; 4) serve as a link to local and regional health and human service planning organization; and 5) make recommendation on the collection of data necessary to analyze the health and human service needs of people in Palm Beach County. Chapter 9J-5, F.A.C. also requires "the local governing body and local planning agency to adopt procedures that provide for and encourage public participation in the planning process." The CAC has been designated to meet this requirement. Excluding the current request for reappointment, the CAC is comprised of one (1) African American male, four (4) White females, one (1) White male, and one (1) Hispanic female.

**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: Citizens Advisory Committee on Health & Human Services Advisory  Not Advisory

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

Term of Appointment: 3 Years. From: September 1, 2012 To: September 30, 2015

Seat Requirement: Support Services Seat #: 10

\*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: 0

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

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

Name: Garye M. Mullett  
Last First Middle

Occupation/Affiliation: Law Enforcement

Owner  Employee  Officer

Business Name: Palm Beach County Sheriff's Office

Business Address: 3228 Saw Club Road

City & State: West Palm Beach, FL Zip Code: 33406

Residence Address: W. Dr. Hero

City & State: \_\_\_\_\_ Zip Code: 33411

Home Phone: [REDACTED] Business Phone: Ext. 561-608-2014

Cell Phone: [REDACTED] Fax: ( )

Email Address: garyem@flso.org

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: [Signature] Printed Name: Michael E. Sawyer Date: 7/16/12

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:  
{David Rafaidus}, {Community Services Department/Administration}  
{810 Datura Street, West Palm Beach, Florida 33401}

Section III (Commissioner, if applicable):

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

Commissioner's Signature: Steven L. Abrams  Date: 9-27-12

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011

**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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(Attach Additional Sheet(s), if necessary)

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**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:  Printed Name: Michael E. Gaudet Date: 7/16/12

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:  
 {David Rafaidus}, {Community Services Department/Administration}  
 {810 Datura Street, West Palm Beach, Florida 33401}

**ction III (Commissioner, if applicable):**

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

Commissioner's Signature:  Date: 10/23/12

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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_____	_____	_____	_____

(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.

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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: [Signature] Printed Name: Michael E. Gaudin Date: 7/16/12

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:  
{David Rafaidus}, {Community Services Department/Administration}  
{810 Datura Street, West Palm Beach, Florida 33401}

Section III (Commissioner, if applicable):

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

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

**PALM BEACH COUNTY**  
**SHERIFF'S OFFICE**

CHIEF DEPUTY MICHAEL E. GAUGER



July 17, 2012

Mr. David M. Rafaidus, Senior Planner  
PBC Board of Co. Commissioners  
Dept. of Community Services  
810 Datura Street  
West Palm Beach, FL 33401

Dear Mr. Rafaidus,

I would like to take this opportunity to confirm my interest to seek re-appointment to the Citizens Advisory Committee on Health & Human Services.

As you know, in 1971 I began my lifelong commitment to public service in law enforcement. In 1974 I was certified as a substance abuse counselor/facilitator for Pride Integrated Services, serving until 2003.

In 2004 I retired from the Sheriff's Office as a major, after 33 years of honorable service. In February 2005 I returned from retirement to assume the position of Colonel/Director and second-in-command of the 12<sup>th</sup> largest, full-service sheriff's office in the nation. In April 2010 my title changed from Colonel to Chief Deputy, for all law enforcement and corrections.

In 2008 I completed my studies as the Ellen Whiteside McDonnell School of Social Work and received my Masters in social work.

I have attached my updated resume. If you have any questions or need any additional information, please feel free to contact me.

Thank you for the opportunity to continue serving as a member of this fine committee.

A handwritten signature in black ink that reads "Michael E. Gauger".

Michael E. Gauger, MSW  
Chief Deputy  
Palm Beach County Sheriff's Office





## *Palm Beach County Sheriff's Office*

**Chief Deputy MICHAEL E. GAUGER**



**Departments of Law Enforcement Operations and Corrections Operations  
Headquarters, Palm Beach County Sheriff's Office  
3228 Gun Club Road  
West Palm Beach, Florida 33406-3001  
Since April 2010**

### **ACADEMIC EDUCATION/PROFESSIONAL TRAINING:**

- 2008** Barry University, Miami Shores, FL; Ellen Whiteside McDonnell School of Social Work - Master of Social Work
- 2006** Harvard University, Cambridge, MA; John F. Kennedy School of Government - Senior Executives in State & Local Government
- 2004** Barry University - Bachelor of Liberal Studies
- 1997** US Dept of Justice, Office of Community Oriented Policing Services, San Diego, CA - Problem Oriented Policing Consortium
- 1996** Leadership Palm Beach County
- 1994** Michigan State University, East Lansing, MI; School of Criminal Justice - Community Policing Seminar
- 1989** University of Louisville, Louisville, KY; Department of Justice Administration, College of Arts and Sciences, The Southern Police Institute - Administrative Officers' Course (81<sup>st</sup> Session)
- 1985** Palm Beach Junior College; Corrections Officer Certification (Law Enforcement to Corrections Officer Crossover)

### **PREVIOUS MAJOR DUTY ASSIGNMENTS:**

<b><u>FROM/TO</u></b>	<b><u>ASSIGNMENT</u></b>
4/2010-Present	<b>Chief Deputy (Executive Oversight) for all Law Enforcement and Corrections; PBSO</b>
1/2006-4/2010	<b>Director (Colonel), Departments of Law Enforcement and Corrections Operations; PBSO</b>
1/2004-1/2005	<b>Special Projects Coordinator; Palm Beach County Housing Authority, Inc., WPB</b>
2/2004-1/2005	<b>Homicide Investigator/Cold Case Investigations; Office of the State Attorney, 15<sup>th</sup> Judicial Circuit, WPB</b>
3/2003-1/2004	<b>Division Commander (Major); Investigative Services Division, PBSO</b>
1998-3/2003	<b>District Commander (Captain); Districts 4 &amp; 1 (Boynton Beach, Delray Beach &amp; Boca Raton; West Palm Beach)</b>
1997-2004	<b>Adjunct Professor; St. Petersburg Junior College, Florida Regional Community Policing Institute</b>
1996-1997	<b>Guest Lecturer; Palm Beach County Community Oriented Policing Association</b>
1994-1998	<b>Unit Commander (Lieutenant); Community Oriented Policing Unit, PBSO</b>
1993-1994	<b>Supervisory Agent (Sergeant); Organized Crime Bureau, PBSO</b>
1992-1993	<b>Unit Supervisor (Sergeant); US Dept of Treasury, Bureau of ATF &amp; PBSO Violent Crimes Task Force</b>
1991-1992	<b>Supervisory Agent (Sergeant); Organized Crime Bureau, PBSO</b>
1986-1991	<b>Supervisory Agent (Sergeant); Tactical Street Crimes Unit, PBSO</b>
1985-1986	<b>District Administrative Supervisor (Sergeant); District 3 (North County Region), PBSO</b>
1985	<b>Supervisory Patrol Officer (Sergeant); Palm Beach International Airport</b>
1984-2003	<b>Adjunct Professor; Palm Beach Community College, Criminal Justice Institute, Lake Worth</b>
1983-1984	<b>Unit Supervisor (Detective Sergeant); District 5 (West County Region), PBSO</b>
1977-1983	<b>Criminal Investigator (Detective); Detective Bureau, PBSO</b>
1975-1977	<b>Patrol Officer (Deputy Sheriff); Uniform Division, PBSO</b>
1974-2003	<b>Substance Abuse Counselor/Facilitator; Pride Integrated Services, Inc., WPB</b>
1974-1975	<b>Agent; Vice/Narcotics Bureau, PBSO</b>
1973-1974	<b>Tactical Patrol Officer (Deputy Sheriff); Uniform Division, PBSO</b>
1971-1973	<b>Patrol Officer (Deputy Sheriff); Uniform Division, PBSO</b>
1970-1971	<b>Special Deputy Sheriff; Vice/Narcotics Bureau, PBSO</b>

Chief Deputy Michael E. Gauger

**PROFESSIONAL LICENSES:**

**Certified Instructor;** Florida Commission on Criminal Justice Standards & Training  
**Certified Instructor;** US Justice Department, Washington, D.C. (Ethics and Integrity "Train the Trainer")

**PROFESSIONAL ORGANIZATIONS/ACTIVITIES:**

1971-Present **Member; Past-President; Past-District Director; Past-State Lodge Director** - Fraternal Order of Police  
1973-Present **Member; Past-Regional Director; Past-Agency Representative** - Palm Bch County Police Benevolent Association  
1991-Present **Board Member; Past-Chairman, Executive Board of Directors; Past-Vice President** - Fern House, Inc., WPB  
1996-2006 **Past & Founding Member** - Palm Beach County Countywide Community Revitalization Team, WPB  
2004-Present **Executive Board of Directors** - Pride Integrated Services, Inc., Palm Beach County  
2006-Present **Board Member** - Families First of Palm Beach County, Inc., WPB  
2007-Present **Executive Board Member** - Palm Beach County Citizens Advisory Committee on Health and Human Services  
2007-Present **Executive Board Member** - Palm Beach County Criminal Justice Commission, Criminal Justice, Mental Health & Substance Abuse Planning Council  
  
1997-2004 **Adjunct Professor;** St. Petersburg Junior College, Florida Regional Community Policing Institute  
1996-1997 **Guest Lecturer;** Palm Beach County Oriented Policing Association  
1974-2003 **Substance Abuse Counselor/Facilitator;** Pride Integrated Services, Inc., WPB  
1984-2003 **Adjunct Professor;** Palm Beach Community College, Criminal Justice Institute, Lake Worth

**AWARDS AND HONORS:**

2005 **Special Award;** U.S. Department of Housing and Urban Development, Office of Inspector General  
2003 **Distinguished Service Award;** CRA Westgate-Belvedere Homes  
2000 **Award;** Florida Department of Highway Safety & Motor Vehicle, Bureau of Driver Education Programs  
1998 & 2000 **Rotarian of the Year;** Rotary International  
1997 **Certificate of Appreciation for Outstanding Community Service;** United Way  
1997 **Achievement Award;** National Association of Counties  
1997 **Paul Harris Fellow;** Rotary International  
1996 **Achievement Award;** Palm Beach County Planning & Zoning-Revitalization Team  
1996 **Distinguished Service Citation;** Royal Palm Beach Rotary Club  
1995 **Red Ribbon Award;** Partnership for Drug Free Community  
1995 **Certificate of Appreciation;** Urqahart Street Crime Watch Association  
1995 **Certificate of Appreciation;** Palm Beach County Solid Waste Authority, Great Florida Cleanup  
1994 **Jefferson Award for Public Service (Nominee)**  
1993 **Certificate of Appreciation;** U.S. Department of Treasury, Bureau of Alcohol Tobacco & Firearm  
1990 **Community Service Award;** Palm Beach Post  
1971-1990 **Citation for Distinguished Service;** Westgate Home & Property Owner's Association  
1989 **Certificate of Appreciation for Outstanding Service;** Palm Beach County Housing Authority, Inc.  
1988 **Certificate of Appreciation;** U.S. Department of Treasury, Bureau of Alcohol Tobacco & Firearm  
1987 **Citation for Outstanding Service;** City of Greenacres  
1986 **Outstanding Law Enforcement Award;** South Florida Fair & Exposition  
1985 **Certificate of Appreciation;** U.S. Department of Treasury  
1977 **Citation for Outstanding Service;** City of Greenacres  
1970-Present **Memoranda/Letters of Commendations** (PBSO; Other LE Agencies; Organizations; Public)

**COMMUNITY AFFILIATIONS:**

1990-Present **Member;** BYKOTA-Unity Lodge #333, Greenacres  
1993-Present **Member;** Scottish Rite of Freemasonry, Valley of Lake Worth  
1993-Present **Member; Past-President; Past-Rotarian of the Year;** Rotary International, Royal Palm Beach  
1994-Present **Member;** Amara Shrine, Palm Beach Gardens  
2006-Present **Member;** Kiwanis Westside West Palm Beach

**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: Citizens Advisory Committee on Health & Human Services      Advisory       Not Advisory

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

Term of Appointment: 3 Years.      From: September 1, 2012      To: 9/30/15

Seat Requirement: Health Services      Seat #: 1

\*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: Greene      Sharon      Lynette  
Last      First      Middle

Occupation/Affiliation: Health Promotion & Education Program Director

Owner       Employee       Officer

**Business Name:** Palm Beach County Health Department

**Business Address:** 800 Clematis Street, Room 3-338

City & State      West Palm Beach, Florida      Zip Code:      33401

**Residence Address:** 5130 Elmhurst Rd. #E

City & State      West Palm Beach, Florida      Zip Code:      33417-4518

Home Phone:      (561) 640-9299      Business Phone:      (561) 671-4081

Cell Phone:      (561) 722-8890      Fax:      (561) 837-5200

Email Address:      Sharon\_Greene@doh.state.fl.us

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

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  NONE

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- 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: Sharon Greene Printed Name: Sharon Greene Date: 6/29/12

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:  
 {David Rafaidus}, {Community Services Department/Administration}  
 {810 Datura Street, West Palm Beach, Florida 33401}

**Section III (Commissioner, if applicable):**

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

Commissioner's Signature: [Signature] Date: 10/12/12

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011

Rick Scott  
Governor



John H. Armstrong, M.D.  
State Surgeon General

June 29, 2012

Mr. Channell Wilkins, Director  
Department of Community Services  
Palm Beach County, Florida  
810 Datura Street  
West Palm Beach, FL 33401

Dear Mr. Wilkins:

I'm very interested in serving on the Citizens Advisory Committee on Health & Human Services. I'm confident that I will be an asset to the committee, bringing insight from the community's perspective on health and human services issues and concerns. I will also share my knowledge of public health, health promotion, health education, and community health.

As a past member and chair of the Citizens Advisory Committee on Health & Human Services, I can honestly tell you that the experience enhanced my professional growth and leadership skills. I have a good understanding of the committee's role and responsibilities to the Board of County Commissioners; a good understanding of the policies, procedures, and processes of our county government; and a better understanding of the Health & Human Services Element of the Comprehensive Plan.

It will be my pleasure to become a member of this important committee again to share my continued commitment to improving the health and safety of the residents and visitors in Palm Beach County. Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Sharon Greene".

Sharon Greene  
Health Promotion & Education Program Director



P.O. Box 29 - 800 Clematis Street - 3<sup>rd</sup> Floor, Room 3-338  
West Palm Beach, Florida 33401  
Phone: (561) 671-4081 • Fax: (561) 837-5200



Florida Health

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: Sharon Greene Printed Name: Sharon Greene Date: 6/29/12

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:  
{David Rafaidus}, {Community Services Department/Administration}  
{810 Datura Street, West Palm Beach, Florida 33401}

Section III (Commissioner, if applicable):

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

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

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011

# Sharon Lynette Greene, BS, CHES

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## EDUCATION:

◆ Bachelor of Science in Health Education • August 1983  
College of Education • Florida State University • Tallahassee, FL

◆ Associate of Arts in General Education • May 1977  
Saint Petersburg Junior College • Saint Petersburg, FL

## PROFESSIONAL EXPERIENCE:

**Palm Beach County Health Department • West Palm Beach, FL**

*Health Promotion and Education Program Director • 2006 - present*

- ◆ Assists in the planning and coordination of large community events
- ◆ Assists the agency as needed in grant writing activities
- ◆ Contract manager
- ◆ Grants manager
- ◆ Injury Prevention Liaison
- ◆ Manages a \$600,000 program budget
- ◆ Manages staff providing health promotion, health education, and case management services
- ◆ Minority Health Liaison
- ◆ Prepares annual program and/or work plans using evidence-based and health promotion practices
- ◆ Prepares annual program plans based on agency's strategic plan and health status indicators
- ◆ Provides technical assistance and guidance to agency staff on health promotion programming
- ◆ Region 7 Special Needs Shelter Strike Team Unlicensed Team Leader
- ◆ Represents the agency on statewide and local committees in a consultative role for community health problems and concerns
- ◆ Serves as a consultant to the media, professional organizations and community groups involved with health promotion activities and initiatives
- ◆ Teaches in the Public Health/Preventive Medicine Residency Program

**Palm Beach County Health Department**

*Health Promotion and Education Division Director • 1995 – 2006*

- ◆ Assessed and coordinated the implementation of a pre-natal clinic for teens who required a specialized program focusing on their unique circumstances and requirements
- ◆ Contract management responsibilities
- ◆ Coordinated placement of professional students for field experience
- ◆ Directed and supported the implementation of Staff Development & Training
- ◆ Identifies quality management criteria for all programs and activities and ensures standards are met
- ◆ Implemented quality management initiatives within the division
- ◆ Managed division and program budgets
- ◆ Managed staff providing health promotion and health education needs

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5130-E Elmhurst Road ◆ West Palm Beach, FL 33460 ◆ 561-640-9299 ◆ [gree4180@bellsouth.net](mailto:gree4180@bellsouth.net)

# Sharon Lynette Greene, BS, CHES

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- ◆ Planned, implemented and coordinated health promotion and education activities and programs with emphasis on chronic disease prevention, injury prevention, HIV prevention, teen pregnancy prevention, and maternal and child health issues
- ◆ Women's Health Liaison
- ◆ Prepared annual business and operational plans
- ◆ Prepared annual work plans based on community health needs
- ◆ Represented the agency on statewide and local committees and boards for assessing, developing, implementing and evaluating programs
- ◆ Taught in the Preventive Medicine/Public Health Residency Program

## **HRS/Palm Beach County Public Health Unit • 110 North "F" Street, Lake Worth, FL**

*Health Education Program Supervisor • 1993-1995*

- ◆ Coordinated data collection necessary to document program integrity
- ◆ Coordinated with community organizations and agencies involved in health education
- ◆ Insured quality assurance standards were developed and met by staff
- ◆ Provided guidance, technical assistance and supervision to staff assigned to six health centers
- ◆ Represented the agency in the community by serving on committees, task forces, and advisory boards
- ◆ Worked with staff to plan, implement and evaluated health education programs based on agency, health center, and community needs

## **HRS/Palm Beach County Public Health Unit • 826 & 909 Evernia Street, West Palm Beach, FL**

*Health Education Supervisor • 1989-1993*

*Health Educator II • 1985-1989*

- ▶ Compiled demographic and statistical data for health center and agency reports
- ▶ Completed annual objectives for the division, health center, and community
- ▶ Conducted community needs assessments and identified needs for program implementation
- ▶ Coordinated the development and implementation of health education programs
- ▶ Interviewed, selected, and oriented new staff, including conducting performance appraisals
- ▶ Participated on the Quality Assurance team for medical record reviews
- ▶ Planned and coordinated large community events

## **HRS/Palm Beach County Public Health Unit • 1460 W. 8<sup>th</sup> Street/851 Avenue "P", Riviera Beach, FL**

*Health Educator I • 1983-1985*

- ▶ Designed health promotion campaigns
- ▶ Facilitated health education classes for "High risk" Maternity, Adult Medical, Social Hygiene and Family Planning clinics
- ▶ Identified health education needs for the area served by the Northeast and Jupiter Health Centers
- ▶ Maintained the health center's resource materials
- ▶ Planned and implemented large health awareness campaigns

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5130-E Elmhurst Road ◆ West Palm Beach, FL 33460 ◆ 561-640-9299 ◆ [gree4180@bellsouth.net](mailto:gree4180@bellsouth.net)



# Sharon Lynette Greene, BS, CHES

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**Bayfront Medical Center** • Employee Good Health Program • Saint Petersburg, FL

*Health Education Internship* • May-August 1983

- ◆ Designed a needs assessment for seniors
- ◆ Designed brochures for the Employee Good Health Program and hypertensive patients
- ◆ Participated in a community health screening during National Hospital Week
- ◆ Participated in health screenings for local businesses
- ◆ Planned and implemented a Sun Safety Program for seniors

## **COMMUNITY INVOLVEMENT:**

American Lung Association in Florida, West Palm Beach - Advisory Board (1995-present)

International American Medical Mission-IAMM -Medical missions to Jamaica (2008-present)

Palm Beach County Drowning Prevention Coalition (2008-present)

Palm Beach County Safe Kids Coalition (2007-present)

Palm Beach County Substance Awareness Coalition (2008-present)

Palm Beach County Citizens Advisory Committee on Health & Human Services (2000-2005)

The Susan G. Komen Breast Cancer Foundation-Grants Review Committee (2007-2009)

## **CERTIFICATIONS AND HONORS:**

Certified Health Education Specialist (CHES) •National Commission for Health Education Credentialing, Inc

Eta Sigma Gamma •Health Education Honor Society •1983 at Florida State University

Clinical Instructor •College of Osteopathic Medicine•Department of Preventive Medicine •Nova Southeastern University

Certified to teach the American Lung Association's Freedom From Smoking Classes

## **SKILLS:**

28 years of public health and health promotion planning experience

Ability to coach and inspire others to do better

Ability to communicate effectively

Ability to manage budgets and resources efficiently and effectively

Excellent organizational skills

Excellent community mobilization skills

Proficient in health promotion and health education program implementation and evaluation

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5130-E Elmhurst Road ♦ West Palm Beach, FL 33460 ♦ 561-640-9299 ♦ [gree4180@bellsouth.net](mailto:gree4180@bellsouth.net)

**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: Citizens Advisory Committee on Health & Human Services Advisory  Not Advisory

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

Term of Appointment: \_\_\_\_\_ Years. From: \_\_\_\_\_ To: \_\_\_\_\_

Seat Requirement: \_\_\_\_\_ Seat #: \_\_\_\_\_

\*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: Bartosek John  
Last First Middle

Occupation/Affiliation: Chief Communications Officer

Owner  Employee  Officer

Business Name: Children's Services Council of Palm Beach County

Business Address: 2300 High Ridge Road,

City & State Boynton Beach, FL Zip 33426

Residence Address: 136 Edgewood Drive

City & State: West Palm Beach, FL Zip Code: 33405

Home Phone: \_\_\_\_\_ Business Phone: Ext. 561-740-7000

Cell Phone: 561-800-8927 Fax: ( )

Email Address: john.bartosek@cscpbc.org

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

No contracts as a private individual. It is my understanding that inter-governmental contracts need not be listed.

(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.

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- 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: John Barcoso Printed Name: JOHN BARCOSO Date: 7/18/12

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:  
 (David Rafaidus), (Community Services Department/Administration)  
 {810 Datura Street, West Palm Beach, Florida 33401}

**Section III (Commissioner, if applicable):**

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

Commissioner's Signature: Steven K. Abramo <sup>(12)</sup> Date: 9/27/12

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011

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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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: *John Bartos* Printed Name: JOHN BARTOS Date: 7/18/12

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 (David Rafaidus), (Community Services Department/Administration)  
 {810 Datura Street, West Palm Beach, Florida 33401}

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: *[Signature]* Date: 10/2/11

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Revised 08/01/2011

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

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(Attach Additional Sheet(s), if necessary)

OR:  NONE

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- 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: [Signature] Printed Name: JOHN BARONSON Date: 7/18/12

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

Return this FORM to:  
{David Rafaidus}, {Community Services Department/Administration}  
{810 Datura Street, West Palm Beach, Florida 33401}

**Section III (Commissioner, if applicable):**

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

Commissioner's Signature: [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

Cover letter:

David Martin Rafaidus  
Department of Community Services  
Senior Planner  
810 Datura Street  
West Palm Beach, Florida 33401  
(561) 355-4705  
[drafaidu@pbcgov.org](mailto:drafaidu@pbcgov.org)

Dear David:

I wish to be considered for membership on the Citizens Advisory Committee on Health & Human Services. I am seeking appointment based on my work with the Children's Services Council of Palm Beach County, which provides leadership, funding and research on behalf of the county's children so they grow up healthy, safe and strong. I have attended a number of meetings of the CAC, and believe I can contribute to the group's mission and work. If selected, I would represent the community at large.

Attached are the county's "boards/committees application" and a resume of my work.

Thank you for your consideration.

Sincerely,

**John Bartosek**

Chief Communications Officer

**Children's Services Council of Palm Beach County**

2300 High Ridge Road

Boynton Beach, FL 33426

T 561-374-7626

F 561-835-1956

E [John.Bartosek@cscpbc.org](mailto:John.Bartosek@cscpbc.org)

[www.cscpbc.org](http://www.cscpbc.org)

John Bartosek  
2300 High Ridge Road  
Boynton Beach, FL 33476

john.bartosek@cscpbc.org  
561-740-7000 (o)  
561-800-8927 (c)

**John Bartosek**  
Chief Communications Officer  
Children's Services Council of Palm Beach County

Direct Communications Division for Children's Services Council, providing internal and external communications. Direct Information Management Division, and served as Interim Chief Knowledge Officer. Serve as member of CEO Group that provides leadership and sets direction for the organization.

**Prior Experience Highlights:**

Managed and edited PolitiFact.com/Florida, a statewide fact-checking website operated jointly by the *St. Petersburg Times* and the *Miami Herald*.

Directed *Palm Beach Post* news department of 300-plus staff members..

**Career:**

***Children's Services Council of Palm Beach County***  
2011-present: Chief Communications Officer

***The St. Petersburg Times, St. Petersburg, FL***  
2010-2011: Editor of PolitiFact.com/Florida

***The Palm Beach Post, West Palm Beach, FL***  
2009-2010: Investigations Editor.  
2005-2009: Editor.  
2000-2005: Managing editor.  
1989-2000: Supervision in Metro, Sports, Business, Projects, Community news, and newsroom technology.  
1986-1989: News Editor.

***The News & Observer, Raleigh, N.C.***  
1978-1986: News Editor.  
1976-1978: Copy editor.

***Florida TODAY, Melbourne, FL***  
1970-1976: News reporter, copy editor.

**Education:**  
MBA International Business, Florida Atlantic University.  
B.S. Journalism, University of Florida.

**Associations:**  
Past president, Florida Society of News Editors.  
Former member, Professional Leadership Council, School of Journalism, FIU.

**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: Citizens Advisory Committee on Health & Human Services      Advisory       Not Advisory

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

Term of Appointment: \_\_\_\_\_ Years.                      From: \_\_\_\_\_                      To: \_\_\_\_\_

Seat Requirement: \_\_\_\_\_                      Seat #: \_\_\_\_\_

\*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: Koehn                      Christine                      Edeburn  
                    Last                                      First                                      Middle

Occupation/Affiliation: Vice President of Community Impact

Owner                       Employee                       Officer

Business Name: United Way of Palm Beach County

Business Address: 2600 Quantum Blvd.

City & State                      Boynton Beach, FL                      Zip Code:                      33426

Residence Address: 15386 83 Way N

City & State                      Palm Beach Gardens, FL                      Zip Code:                      33418

Home Phone:                      561-748-5621                      Business Phone:                      561-375-6671

Cell Phone:                      561-644-6829                      Fax:                      561-375-6666

Email Address: christinekoehn@unitedwaypbc.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



**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
*R2011-1779	Community Services	211Call Center Services	10/01/11-09/30/12

(Attach Additional Sheet(s), if necessary)

OR  NONE

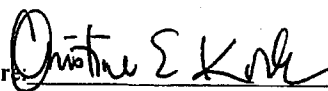
All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the Guide to the Sunshine Amendment prior to appointment/reappointment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>.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

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- 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:  Printed Name: Christine E. Koehn Date: 07/23/2012

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:  
 {David Rafaidus}, {Community Services Department/Administration}  
 (810 Datura Street, West Palm Beach, Florida 33401)

**Section III (Commissioner, if applicable):**

Appointment to be made at B/C Meeting on: \_\_\_\_\_

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

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
* R2011-1779	Community Services	211 Call Center Services	10/01/11-09/30/12.

(Attach Additional Sheet(s), if necessary)

OR  NONE

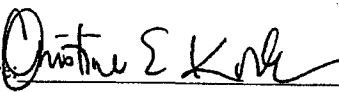
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By watching the training program on the Web, DVD or VHS  
 By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

AND

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\*Applicant's Signature:  Printed Name: Christine E. Koehn Date: 07/23/2012

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Return this FORM to:  
 {David Rafaidus}, {Community Services Department/Administration}  
 {810 Datura Street, West Palm Beach, Florida 33401}

Section III (Commissioner, if applicable):

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

Commissioner's Signature:  Date: 10/2/12

July 6, 2012

Channell Wilkins,  
Palm Beach County Director of the Office of Community Development  
810 Datura Street  
West Palm Beach, FL 33401

Dear Mr. Wilkins,

I am writing this letter regarding my recent request to be considered as an at-large member of the Palm Beach County Citizens Advisory Committee (CAC). I am very interested in becoming a member of CAC and will provide whatever information you need to vet my request; however, I want to point out that my husband is a retired law enforcement officer and I do request that my personal information be appropriately protected from the public pursuant to Florida Statute. According to Section 119.071(4)(d)1.a. of Florida Statute, information such as his and my home addresses, telephone numbers, social security numbers, photographs and places of employment are not subject to public inspection.

Thank you in advance for your assistance with this matter. Should you have any questions about this request, please don't hesitate to contact me.

With my regards,

A handwritten signature in black ink that reads "Christine Koehn". The signature is written in a cursive style with a large initial "C" and a long, sweeping underline.

Christine E. Koehn, Ph.D.

July 6, 2012

Channell Wilkins,  
Palm Beach County Director of the Office of Community Development  
810 Datura Street  
West Palm Beach, FL 33401

Dear Mr. Wilkins,

I am writing this letter to officially inform you of my interest in becoming an at-large member of the Palm Beach County Citizens Advisory Committee (CAC).

For nearly 20 years, I've worked with grant making organizations to invest significant resources in Palm Beach County with the goal of making a real difference in the lives of those in need. I've learned a great deal about our county's most vulnerable populations and our community's most pressing social issues.

I truly believe that my expertise and knowledge would be of great benefit to the Committee, in its supportive role to the County and the Financially Assisted Agencies program.

While I invite you to review my resume for more information (attached), I'd like to highlight my expertise and knowledge regarding issues such as child abuse and neglect, housing and homelessness, food insecurity, and health as well as my skills at grant making, grant monitoring, and research and evaluation. I also like to highlight my participation in, and knowledge of, important local collaborative projects such as the Florida Funders Application (Common Application) and Palm Beach County Counts (a driver of the Health and Human Services Indicator Report). I think you'll find that I approach my work in a team-oriented, positive, solutions-focused way, and that I would be a true asset to the CAC.

I have completed the ethics training online and attached the signed Acknowledgement of Receipt of Palm Beach County Code of Ethics Training as documentation. Should you need any additional information or have any questions for me regarding this request, please don't hesitate to contact me. Thank you for considering my request; I look forward to hearing from you soon.

Sincerely,



Christine E. Koehn, Ph.D.

Christine Edeburn Koehn, Ph.D.

**Objective:** To apply my diverse experiences within an organization that will fully utilize my abilities.

### Highlights of Qualifications

- ✓ Accomplished at managing innovative grant making, with efficiency and impact.
- ✓ Successful with supervision of staff possessing various skill levels and skill sets.
- ✓ Skilled at working effectively individually and in teams.
- ✓ Seasoned in creating and maintaining collaboratives (e.g., funding, program design, etc.)
- ✓ Practiced in research design and implementation, database development, and data analysis.
- ✓ Adept at presentation, and publication, of information.

### Professional Experience

07/10 to Present United Way of Palm Beach County (Boynton Beach, Florida)

*Vice President of Community Impact*

- Engage and support Community Impact Committee members composed of community volunteers.
- Manage Community Impact Department staff.
- Responsible for Community Impact planning as well as oversight and continuous quality improvement of Department activities.
- Monitor best practices and develop strategies for investing unrestricted donor dollars.
- Develop funding announcements in alignment with funding strategies, and oversee administration of the proposal application, review, selection and allocation process.
- Manage program monitoring and technical assistance activities.
- Responsible to increase the donation of unrestricted dollar dollars - directly and through cross-departmental resource development activities.
- Coordinate, and actively participate in, program, system, and funding collaboratives.
- Evaluate the impact of Community Impact efforts.

01/07 to 07/10 Quantum Foundation (West Palm Beach, Florida)

*Vice President for Programs*

- Oversaw annual Foundation grant making (approximately \$8 million), and supervised program staff.
- Monitored best practices in philanthropy and developed ideas for optimal Foundation impact.
- Continually reviewed and refined the Foundation's strategic grant making portfolio approach; as well as, assessed Foundation impact.
- Developed grant funding announcements consistent with the Foundation's portfolio approach.
- Managed, and participated in, the proposal selection process (funding recommendation presentations to the Board, grant monitoring, and technical assistance provision to grantees).
- Responsible for the continuous quality improvement of internal grant making processes.
- Prepared and monitored annual grants and consultation budgets; as well as, monitored payout.
- Negotiated consultation agreements, monitored contract compliance, and managed fund disbursement.
- Coordinated, and actively participated in, program, system, and funding collaboratives.
- Represented, and spoke on behalf of, the Foundation to outside organizations and the community.

11/01 to Quantum Foundation (West Palm Beach, Florida)

12/06 **Program Officer/Senior Program Officer**

- Reviewed and selected requests for funding of Health, Education and Community Betterment programs; as well as, negotiated, constructed, and managed grant contracts to completion.
- Made recommendations to the Chief Executive Officer and Board regarding project funding.
- Managed/monitored grant contracts; as well as, independent program/system evaluations.
- Provided technical assistance to contracted agencies.
- Independently and collaboratively developed reports/publications.
- Coordinated, and actively participated in, collaboratives with various partner agencies to plan, implement, coordinate, and contract for social service programs and systems.

6/97 to Children's Services Council Of Palm Beach County (West Palm Beach, Florida)

11/01; **Research Analyst**

1/95 to

10/96

- Developed Requests for Proposals, as well as reviewed and selected proposals, negotiated, constructed, and managed contracts to completion.
- Responsible for the evaluation of funded programs (e.g. Education; Out-of-School Activities, Special Needs, Respite, Child Abuse and Neglect Prevention/Intervention, and Family Support).
- Designed and implemented program evaluations and special interest research projects; as well as, developed data capture strategies and databases, analyzed data, and generated reports/publications.
- Developed data procedures and maintained data files.
- Participated in local, state, and national research efforts.
- Actively participated in collaborative service delivery planning and implementation efforts.
- Participated on local policy-making committees.

10/96 to Interim Services (Fort Lauderdale, Florida)

6/97 **Outcomes Analyst**

- Managed nationwide home health care database.
- Designed, implemented, developed databases, analyzed data, and generated reports/publications for various research projects.
- Assisted in project planning and implementation.
- Assisted in organizing and facilitating advisory committee meetings.
- Conducted national training seminars and workshops.

08/91 to Florida International University (North Miami, Florida)

12/94 **Teaching/Research Assistantship**

- Taught undergraduate psychology courses.
- Designed, implemented, analyzed data, and generated reports/publications on applied psychology research topics.
- Supervised research staff.

### Other Professional Experience

#### Other Grant Review Participation:

Reviewed/prioritized proposals and made funding recommendations for *County and Federal* funding initiatives.

#### Grant Review Panel Chair

08/06 Department of Health and Human Services, Administration on Children and Families, Office of Family Assistance (Leesburg, VA) - Two review panels (Healthy Families Demonstration Grants, and Promoting Responsible Fatherhood Grants)

**Grant Reviewer**

- 04/09 Area Agency on Aging for Palm Beach/Treasure Coast (West Palm Beach, FL) - Community Care for the Elderly/Home Care for the Elderly/Alzheimer's Disease Initiative.
- 06/08 Department of Health & Human Services, Health Resources and Services Administration, Bureau of Primary Health Care (Alexandria, VA) - Service Expansion in Mental Health/Substance Services for the Health Center Program.
- 08/04 Department of Health and Human Services, Administration on Children and Families, Children's Bureau (Washington, DC) - Discretionary Field Initiated Service Demonstration Projects in the Adoption Field.

**Grants Management Advisory Committee**

- 05/07 & 12/07 Dixon Group (Tucson, AZ & San Diego, CA) - Provided guidance and feedback on the Administration on Children and Families (ACF) proposal review process; as well as, the contracted management of the ACF proposal review process.

**Other:****Manuscript Reviewer**

- 07/04 Grantmakers for Effective Organizations (Washington, DC) - Reviewed *A Funder's Guide to Evaluation: Leveraging Evaluation to Improve Nonprofit Effectiveness* by Peter York (2005).

**Scholarship Judge for Community Involvement Category**

- 03/04 to 03/09 Palm Beach Post Pathfinders of Palm Beach/Martin County Scholarship Fund (West Palm Beach, FL) - Review college scholarship applications; as well as, interview and select high school seniors who have performed extraordinary community service activities for college scholarships.

**Awards Judge**

- 03/10 to present Palm Healthcare Foundation Nursing Distinction Awards (West Palm Beach, FL) - Review nominations; as well as, interview and select nurses who have provided exemplary service to patients in Palm Beach County.

**Formal Education**

Doctor of Philosophy, Applied Psychology, 1995  
 Master of Science, Psychology, 1993  
 Florida International University, Miami, Florida

Bachelor of Science, Psychology, 1990  
 Barry University, Miami Shores, Florida

**Areas of Degree Training:**

- Research Design, Implementation, Data Analysis, and Reporting
- Social Psychology
- Memory and Cognition
- Child Development
- Industrial/Organizational Psychology (e.g. Training & Development and Personnel Psychology)
- Legal Psychology, such as Eyewitness Memory and Jury Behavior

### Additional Professional Education

- Product Development Process: Framing Impact Strategies as Investment Products. United Way Worldwide (Fort Lauderdale, FL, February 21 – 23, 2012).
- Advanced Grant Portfolio Analysis. The Grantmaking School (Sarasota, FL), April 22 - 24, 2009.
- Advanced Proposal Analysis: A Critical Examination of Complex Issues. The Grantmaking School (Sarasota, FL), February 20 - 22, 2008.
- Discover U Seminar. Discover Leadership Training (Houston, TX), October 26 - 28, 2007.
- Executive Seminar in Communication Skills. Buckley School of Public Speaking (Camden, SC), October 17 - 19, 2007.
- Advancing Manager Certificate. Case Western Reserve University Weatherhead School of Management (Cleveland, OH), October 2005 - June 2006.
- Leadership Palm Beach County (West Palm Beach, FL), August 2005 – June 2006.
- Art and Science of Grantmaking. Grantmakers in Health (Boston, MA), September 26 – 27, 2005.
- Fiduciary College. Stanford University Law School (Stanford, CA), May 19 - 21, 2004.
- Negotiation Skills for Effective Managers. University of North Carolina at Chapel Hill Kenan-Flagler Business School (Chapel Hill, NC), September 11-12, 2003.
- Advanced Topics in Designing and Conducting Focus Group Interviews. Richard Krueger, conducted at Children's Services Council of Palm Beach County (West Palm Beach, FL), April 28-29, 2003.
- Finance and Accounting for Non-Financial Executives. University of Washington Business School (Seattle, WA), June 17-19, 2002.
- Designing and Conducting Focus Group Interviews. Richard Krueger, conducted at Children's Services Council of Palm Beach County (West Palm Beach, FL), October 1-2, 2001.

#### Related Skills:

- Proficient in a variety of computer programs, including CyberGrants, GIFTs, Word, Excel, Access, PowerPoint, and various statistical programs (SPSS, BMDP, and SAS).
- Publication of information, in chapter, journal, and report forms.
- Presented information via a variety of techniques (such as seminars, workshops, and posters) to a variety of audiences (such as executives, foundation and social service professionals, child welfare advocates, government officials, university colleagues/students, and law enforcement personnel).

### Current Affiliations

#### National:

- American Evaluation Association
- American Psychological Association
- Child, Youth, and Family Services (Division 37, APA)
- American Psychological Legal Society (Division 41, APA)
- American Psychological Society

#### Local:

- Palm Beach County Florida Funders Application Executive Committee - Chair (2007 – Present)
- PBC COUNTS Executive Committee (2008 – present); Chair (2008 – 2010)
- Palm Beach County Community Food Alliance Advisory Committee (2010 – 2012)
- Palm Beach County Disaster Recovery Coalition Executive Committee (2010 – present)
- Oral Health Coalition of Palm Beach County (2007 – present) - Co-Chair (2007-2009); Prevention & Education Subcommittee – Chair (2007-2009)
- Palm Beach County Community Health NETWORK Committee (2008 – present)



- School District of Palm Beach County Wellness Promotion Policy Steering Committee (2007 – present)
- Leadership Palm Beach County – Annual Civic Engagement Project Committee (2006 – present) - Co-Chair (2006-2010)
- Palm Beach County Coalition for Children (2000-2010) – Board member (2007 – 2009); Founding Chair, Scholarship Committee (2006-2010)
- Kids@Home/Turtle Nest Village (2008-2009) – Executive, Finance, & Consolidation/Closure Committees, Board of Trustees

### Publications

- Koehn, C., Thompson, R., Authier, K, and Bosco, M. (2001). Palm Beach County Child Abuse and Neglect System Redesign: Initial Process Evaluation. *Journal of Child and Family Studies, 10(2)*, 245-254.
- Koehn, C. and Thompson, R. (2000). Palm Beach County child abuse and neglect pilot project: Initial evaluation. *Proceedings of the 12<sup>th</sup> Annual Research Conference*. Tampa: University of South Florida.
- Koehn, C. and Fisher, R. (1999). Using Cognitive Interviewing to construct facial composites. In D. Canter and L. Alison (Eds.), *Interviewing and Deception* (Vol. 2). Ashgate: Dartmouth.
- Koehn, C. and Gray, M. (1999). Fitting the pieces together: Integration and privatization of systems. *Proceedings of the 11<sup>th</sup> Annual Research Conference* pp.65-68). Tampa: University of South Florida.
- Koehn, C. and Fisher, R. (1996). Memory enhancement techniques and facial composite construction. *Psychology, Crime, and Law, 3*, 215-224.
- Palo, R. and Koehn, C. (1996). Education in Palm Beach County. In *The State of the Child in Palm Beach County*. West Palm Beach: Children's Services Council of Palm Beach County.

### Presentations

- Koehn, C., Fox, C., Glass, R., May, T. (2010, March). *Improving Access to Primary Care in a Reforming Environment*. Panel presentation at the Grantmakers in Health Annual Meeting 2010, Orlando, FL.
- Napolitano, J., Koehn, C., Keller, K., Wilson, B., & Wright, T. (2006, February). *School-based Health Centers: What Every Funder Should Know*. Panel presentation at the Grantmakers in Health Annual Meeting 2006, Phoenix, AZ.
- Koehn, C., Bernstein, S., Levine, M., & Adler, Alison. (2006, January). *The Power of Partnerships*. Panel presentation at the Donors Forum of South Florida 2006 Spring Meeting, Boynton Beach, FL.
- Koehn, C., Bernstein, S., Spielberger, J. Nisson, D., & Passell, M. (2004, February). *Integrating Behavioral Health into School Health*. Site visit for the Grantmakers in Health Annual Meeting 2004, Hollywood, FL.
- Koehn, C., Dyal, D., & Hawkins, S. (2003, February). *Innovations in Preventive Care Access: A Case Study of Immunization as Effective Prevention*. Panel presentation at the Grantmakers in Health Annual Meeting 2003, Los Angeles, CA.

- Goldstein, H., Koehn, C., Westberry, P., Callam, F., Prutisto, L., & Bernstein, S. (2002, May). *Why Wait? Prevention Instead of Intervention*. Panel presentation at the Ruth Rales Jewish Family Service South Florida Conference of the Family, Boca Raton, FL.
- Gray, M., Koehn, C., Olshansky, O., Elofson, A., & Bosco, M. (1999, October). *Fitting the Pieces Together: Privatization and Integration of Child Welfare Services*. Paper presentation at the 1999 CWLA Southern Region Training Conference, Miami, FL.
- Koehn, C. and Thompson, R. (1999, July). *Palm Beach County child abuse and neglect project: Initial evaluation*. Poster session presentation at the Boys Town National Conference on At-Risk Youth and Families, Boys Town, NE.
- Bosco, M., Koehn, C., Olshansky, O., Elofson, A., & Gray, M. (1999, March). *Empowering families through innovation in child welfare services*. Paper presentation at the SED Network 4<sup>th</sup> Annual Children's Services Regional Training Conference, Pensacola, FL.
- Koehn, C. and Thompson, R. (1999, February). *Palm Beach County child abuse and neglect pilot project: Initial evaluation*. Poster session presentation at the University of South Florida FMHI 12<sup>th</sup> Annual Research Conference, Clearwater, FL.
- Koehn, C. and Gray, M. (1998, March). *Fitting the pieces together: Integration and privatization of systems*. Poster session presentation at the University of South Florida FMHI 11<sup>th</sup> Annual Research Conference, Tampa, FL.
- Koehn, C. (1995, July). *Overview of the E-Fit and Mac-A-Mug Pro computer composite generation systems*. Seminar presentation to the Metro-Dade Police Department, Miami, FL.
- Koehn, C. (1994, March). *How effective are computerized facial composites?* Poster session presentation at the 8th Annual Florida Conference on Cognition, Perception, Sensation, Language, and Action Conference, Florida Atlantic University, Boca Raton, FL.
- Koehn, C. (1992, October). *Overview of the Mac-A-Mug Pro computer composite generation system*. Paper presentation at the 33<sup>rd</sup> Annual Florida State Division of the International Association for Identification Training Seminar, Miami, FL.

**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: Citizens Advisory Committee on Health & Human Services      Advisory       Not Advisory

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

Term of Appointment: 4 Years.      From: \_\_\_\_\_ To: \_\_\_\_\_

Seat Requirement: \_\_\_\_\_ Seat #: \_\_\_\_\_

\*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: CLAIR      BLANCHE  
Last      First      Middle

Occupation/Affiliation: \_\_\_\_\_  
Owner       Employee       Officer

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

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

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

Residence Address: 7744 A LEXINGTON CLUB BLVD. DELRAY BEACH FLA

City & State: DELRAY BEACH FLA      Zip Code: 33411

Home Phone: 1-561-9082783      Business Phone: \_\_\_\_\_ Ext. \_\_\_\_\_

Cell Phone: 215 873-3646      Fax: \_\_\_\_\_

Email Address: BCLAIR@VERIZON.NET

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

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 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: Blanche Clair Printed Name: BLANCHE CLAIR Date: 8/3/12

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:**  
 {David Rafaidus}, {Community Services Department/Administration}  
 {810 Datura Street, West Palm Beach, Florida 33401}

**Section III (Commissioner, if applicable):**

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

Commissioner's Signature: [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

**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  NONE

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**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: Blanche Clair Printed Name: BLANCHE CLAIR Date: 8/3/12

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Return this FORM to:  
 {David Rafaidus}, {Community Services Department/Administration}  
 {810 Datura Street, West Palm Beach, Florida 33401}

**Section III (Commissioner, if applicable):**

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

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

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011

7744 A Lehigh Valley Club  
Delaware Beach, Pa.  
33446

**BLANCHE CLAIR**  
**1019 LONGSHORE AVENUE**  
**PHILADELPHIA, PA 19111**  
**TELEPHONE (215) 342-2623 FAX (215) 342-2623**  
**E-Mail- bclair@verizon.net**

1-561-908-2783  
C. 215-813-3649

**SUMMARY OF QUALIFICATIONS**

**May-2006-Present** 2010

**Call for Action Ch 6**

*Trained Volunteer*

Assisting consumers through mediation and education  
Problems are resolved with small businesses, government agencies  
and other organizations

**July-2003-2007**

**Special Events**

**Federation of Jewish Agencies-JCCs Klein Center**

*Volunteer Coordinator-Public Relations-Fund Raising*

Direct and work with Director and staff coordinating and implementing Special Events  
targeted to designated area

**August-November-2005**

**JCC's Klein Branch The National Institute of Senior Centers**

*Chair-Accrediation Committe-Records and Reports*

**Present**

**Special Events**

**Laurel Hill Mansion**

*Coordinator-Special Events*

**1994-Present** 2012

**Special Events**

**Mayor's Commission on Aging**

*Board Member-Special Events Committee*

Involvement-Annual Job Fair for people 55+

**August-1999, October-2001**

**In Home Program Inc.**

*Community Liaison*

**\*Marketing**-Doctors, Nursing Homes, Sub-Acute-Acute and Rehabilitation facilities, Hospitals, Independent, Personal Care and Assistant Living facilities  
Outreach-Speak to groups-- Care Managers, Case Managers, Public Relations-  
Radio, Magazines  
**Negotiate** new contracts  
**Generated** new referrals

**October 1997-October 2001**

**St. Christopher's Hospital for Children**

*Volunteer-Public Relations Department*

**\*Direct involvement with Media**

**\*Direct involvement Social Events**

**Toastmasters International**

*Vice-President-Public Relations*

**Promoting**-Philadelphia Toastmasters First Club

Press Releases -Newspapers, T.V

**January 1997-August 1997**

**XLCARE AGENCY, INC.**

*Patient Liaison (Agency Closed)*

**Marketing**-Doctors, Nursing Homes, Sub-Acute and Rehabilitation facilities, Hospitals, Social Service, Independent and Assistant Living facilities.

**\*Outreach-Speak to Groups.** Physician meetings, Senior Centers, Press Releases to Media, Radio, television and newspapers through all sections of Philadelphia, Montgomery and Lower Bucks Counties

**Generated** new referrals, presented more options to existing and past referrals

**May-June 1996**

**National Health Enterprises, Inc.**

*Consultant-Marketing (Agency Closed)*

**February 1996-May 1996**

**Care-ing Management, Inc.**

*Director-Marketing Home Care*

(Company acquired by National Health Enterprises)

Plymouth Meeting, PA

**May 1992-February 1996**

**Womens Medical Group**

*Director-Marketing Home Care (Registry)*

Philadelphia, Pa

**Created** Home Care Division in Womens Medical Equipment Group

Certified Nursing Assistants, Home Health Aids, Companions

**Represented** Womens Medical Group in Public Speaking engagements at community and social service organizations

**Marketed** Womens Medical Group-Press Releases for distributions throughout the local newspapers and news media

\*Represented Womens Medical Group at public speaking engagements at community and service organizations

\*Public Relations-Press Releases for distribution through-out the local news media

\*Marketed Womens Medical group-Hospitals, Geriatric Groups, Nursing Homes, Boarding Homes, Personal Care Homes in Philadelphia Montgomery and Lower Bucks Counties

### **Results**

\*Generated new accounts

\*Maintained existing business

### **January 1980-April 1990**

*Director-Constituent Services*

Councilwoman Joan Specter

Philadelphia, PA

\*Represented and handled public speaking engagements for Councilwoman at community and religious organizations

\*Liaison for Councilwoman between Federal, State and City Officials, coordinated meeting times, places and agendas

\*Developed and implemented fund raising plans and special event programs

\*Managed and supervised campaign funds

\*Actively participated in the re-election of Councilwoman for three consecutive terms

\*Recruited, trained and supervised volunteers for the campaign

\*Social Work-Invested and resolved complaints and concerns of the constituents

\*Social Work-Provided assistance to constituents who needed information regarding services and benefits for the elderly

\*Followed through with requests for services from the constituents, continuously updated and maintained resource files

\*Maintained constituent reports

### **\*Computer Skills**

Strong computer skills-Internet, MS Word

\*Custom Buildt (to specific specifications)

### *Volunteer*

The Franklin Institute and Science Museum

Philadelphia, PA

\*Departments-Marketing, Communications, Museum Store, Specialist

## **COMMUNITY AFFILIATIONS**



**Present**

*\*Appointed Board Member-Board of Trustees*

Riverview Home

Mayor's Commission on Aging

2nd Career Fair(Special Events)

Member-Information and Referral Committee-IBC&PCA

**\*July 1998-July 1999**

Philadelphia First-Toastmaster's International

*Vice-President-Public Relations*

\*Member-Women for Greater Philadelphia

*\*Special Events Coordinator (Laurel Hill Mansion)*

\*Advisory Committee

\*Nominating Committee-1999

Member-Marketing Groups,Network Connection-Center City Montgomery, Lower Bucks Counties

Member of Board-CARIE

Network Connections Meetings, Philadelphia, Montgomery and Lower Bucks Counties

Phyllis Saunders(Senior Anchor)Home Care-Ch 10

Perspectives-Home Care-Ch 6

WPEN-Milestones-Program for the Elderly, "Home Care is the Answer"

94.1, KYW,FM-2nd Career Fair-For People 55 Plus

2000-WPEN Milestone

**CONTINUING EDUCATION**

University of the Arts, Manor Jr. College-Certificates-Interior Design

Community College-Interior Design

Penn State.certificate-WritingSkills

Manor Jr. College-Introduction to Health Organizations

Appointed participate-Citizens Voices '99 (Mayoral Race)

**SPECIAL INTERESTS**

Art, Interior Design, Music, Theater, Travel, Fitness Program

References upon request



# CITY OF PHILADELPHIA

OFFICE OF THE MAYOR  
215 City Hall  
Philadelphia, PA 19107  
(215) 686-2181  
FAX (215) 686-2180

MICHAEL A. NUTTER  
Mayor

March 16, 2011

Ms. Blanche Clair  
1019 Longshore Avenue  
Philadelphia, PA 19111

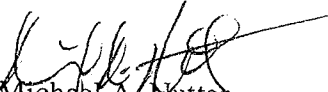
Dear Ms. Clair:

It is with sincere gratitude that I thank you for your many years of service to the city of Philadelphia as a member of the Mayor's Commission on Aging (MCOA).

Your leadership and insights were invaluable to your fellow board members and to the staff at MCOA. While we work to redesign the role of the Mayor's Commission on Aging, I am deeply appreciative of your continued service in advising the Senior Community Service Employment and Apprise programs. These programs are vital to seniors, and your input and support is critical to their success.

Thank you again for your commitment to seniors and to Philadelphia.

Sincerely,

  
Michael A. Nutter  
Mayor

**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: Citizens Advisory Committee on Health & Human Services      Advisory       Not Advisory

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

Term of Appointment: \_\_\_\_\_ Years.      From: \_\_\_\_\_ To: \_\_\_\_\_

Seat Requirement: \_\_\_\_\_ Seat #: \_\_\_\_\_

\*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: Glass      Robert      Gerard  
Last      First      Middle

Occupation/Affiliation: Non-Profit + Business Consulting

Owner       Employee       Officer

Business Name: Gerard Glass Consulting

Business Address: P.O. Box 1501

City & State: West Palm Beach, FL      Zip Code: 33402

Residence Address: 135 Heritage Way

City & State: West Palm Beach, FL      Zip Code: 33407

Home Phone: 561-906-0067      Business Phone:      Ext. 561-839-6615

Cell Phone: 561-906-0067      Fax: ( )

Email Address: Robert@Robertglass.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

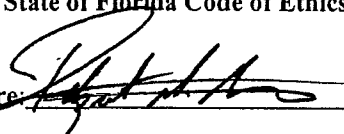
All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the Guide to the Sunshine Amendment prior to appointment/reappointment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. 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:  Printed Name: Robert G. Glass Date: 7/31/2012

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:**  
 {David Rafaidus}, {Community Services Department/Administration}  
 {810 Datura Street, West Palm Beach, Florida 33401}

**Section III (Commissioner, if applicable):**

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

Commissioner's Signature:  Date: 10/12/12

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011

**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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<u>Ex: (R#XX-XXXX/PO XXX)</u>	<u>Parks &amp; 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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Commissioner's Signature: [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

July 31, 2012

Palm Beach County Commissioners  
Citizens Advisory Committee  
Health & Human Services  
Department of Community Services  
810 Datura Street  
West Palm Beach, FL 33401

Dear Palm Beach County Commissioners:


I want to thank you for the opportunity to submit an application for appointment to the Palm Beach County Citizens Advisory Committee on Health & Human Services. I am a resident of Palm Beach County and have been in the County since birth; living in West Palm Beach for the majority of the time. I attended High School in West Palm Beach, University in Boca Raton and Graduate School in West Palm Beach.

My enclosed resume details experience in leadership, management, and solution creation in professional environments for non-profit and for-profit organizations. Also, my public service and community involvement is included for your review. It is my desire to contribute my skills, abilities and experience to the Committee to serve Palm Beach County.

I look forward to your decision regarding the appointment. If you have any questions please contact me at the above e-mail address or phone number.

Thank you for your time and consideration.

Sincerely,



Robert G. Glass

# ROBERT G. GLASS

PO BOX 1501 • WEST PALM BEACH, FLORIDA 33402  
DIRECT (561) 906-0067 • ROBERT@ROBERTGGLASS.COM

## PROFESSIONAL PROFILE

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Cultivated professional with a record of adding value by employing strengths in communication, interpersonal ability and business acumen. Insightful leader exercising the ability to gather and synthesize information, develop and execute plans, manage projects and motivate people.

**Leadership** – Advanced study in the discipline of Organizational Leadership and Development. Solid background in leadership with exceptional ability in maximizing human resource potential. Committed leader building trust and cohesiveness through authentic communication using coaching and mentoring.

**Management** – Proven ability to recognize and capitalize on operational trends. Established ability cultivating efficient operations and productive teams.

**Team Building** – Decisive team leader with extensive experience recruiting, interviewing and hiring successful resources. Accomplished in developing talent and creating effective training programs.

**Communication** – Intentional and articulate communicator with well developed presentation techniques. Able to develop and maintain productive communication to grow and nurture valuable relationships with colleagues, clients, teams, and staff.

## PROFESSIONAL EXPERIENCE

---

Whitehead Law Offices, P.A.

Apr 2011 – Present

### **Chief Operating & Financial Officer**

Responsible for directing and managing computing and information technology strategic plans, policies, programs, and schedules for business and finance data processing, computer services, network communications, and management information systems to accomplish organizational goals and objectives. Responsible for all the money the firm receives and disburses. Ensure proper maintenance of the accounting system and function. Ensure maintenance of appropriate internal controls and financial procedures. Ensure the timeliness, accuracy, and usefulness of financial and management reporting. Ensure adherence to all legal and regulatory compliance regarding all financial functions.

GerardGlass Consulting, Inc.

Apr 2011 – Present

### **President**

Responsible for operating a management consulting firm focusing on performance management, capacity building, strategic planning, business development, project management, and mission & vision development for non-profit and for profit organizations. Provide grant proposal development and writing and leadership development consulting.

### **Selected Accomplishments:**

- Provide Fractional Executive Director Services to local non-profit driving organization objectives.
- Provide capacity building and operational direction to Expanded HIV Testing Initiative (ETI) testing center resulting in maximum dollar contract renewal.

### **Grant Writing Success:**

- Awarded \$50,000 from United Way for local non profit organization.
- Awarded \$175,000 from Quantum Foundation for local non profit organization.
- Awarded \$100,000 from Allegany Franciscan Ministries for local non profit organization.

FQHC's of Florida, Inc.,

Dec 2008 – Mar 2011

### **President**

Responsible for the planning and developing of a Federally Qualified Health Care Center (FQHC) in the Westgate Community of Palm Beach County. The purpose of the Center is to eliminate barriers and increase access to quality health care for the medically underserved.

Community Health Center of West Palm Beach,

Nov 2008 – Mar 2011

### **Executive Director**

Responsible for developing organizational priorities, creating and implementing plans, coordinating technology initiatives and work efforts in alignment with the strategic objectives of the Board of Directors. Responsible for increasing Health Center resources by directing grant proposal development and facilitating fund raising opportunities. Responsible for leading the daily operations, community engagement, and development of the Health Center.

*Selected Accomplishments:*

- Awarded a \$150,000 planning grant to establish a Federally Qualified Health Care Center in Palm Beach County to meet the needs of the medically underserved in the Westgate Community.
- Rebuilt internal infrastructure through creation of policies, procedures, and operational processes.
- Restored and maintained effective relationships and partnerships with local health care providers to expand the delivery of free health care services to the community.
- Refocused health center priorities to align services and operations to better serve target populations in the community.

Glass Irizarry &amp; Associates, Inc.

Aug 2008 – Apr 2010

**Co-Founder**

Created and operated management consulting firm that provided performance management, strategic planning, business development, project management and mission & vision development for non-profit and for profit organizations. Developed effective strategy that guided and directed organizational change leading to targeted business objectives.

*Selected Accomplishments:*

- Developed business plan for the Florida Fire Marshals and Inspectors Association, a central agency that unifies the efforts of fire prevention officials throughout the State of Florida that included an emergency executive succession plan and design of a state wide management position consolidating into a single point of contact essential responsibilities performed by FFMIA leadership throughout the state of Florida.
- Lead mission & vision workshops for Holy Ground Homeless Shelter, a non-profit leading an effort to establish shelters for homeless teenagers.

Electronic Data Systems

Jun 1994 – Jul 2008

*Achieved and exceeded client expectations while advancing the interests of the organization through succeeding in increasingly responsible leadership and management positions.*

**Service Offering Manager – Banking & Capital Markets Accounts**

Jan 2006 – Jul 2008

Managed client relationship exclusively for the Zions Bank Account Check 21 solution service offering. Included daily operations management as dedicated single point of contact interfacing with the EDS Client Delivery Executive and Zions Bank leadership. Coordinated all project management activities and interfaced with leveraged internal groups for delivery of service. Managed business continuity, compliance, and internal controls initiatives. Performed invoice preparation function which includes Sarbanes-Oxley review and invoice approval.

*Selected Accomplishments:*

- Launched new services, processes and functionality supporting client plan to grow service offering.
- Maintained consistent client satisfaction as indicated on the Service Excellence Dashboard which tracks EDS' performance to client expectations.
- Successfully transitioned the Zions Bank client to new service provider as part of the EDS and client strategic plan which provided significant cost savings to EDS.

**Client Services Consultant – Financial Process Management Division**

Jun 2004 – Dec 2005

Supported the management of relationships for seven clients in the Check 21 solution delivery segment. Included the development and resourcing of offshore helpdesk support, daily production, change management, and interfacing with the Enterprise Client Executive community and Portfolio group. Provided leveraged support in Business Continuity, Business Impact Analysis, and Relationship Management to Check 21 Client Services, Program Office and Production/Operations segments.

*Selected Accomplishments:*

- Coordinated the development and administration of Client Services support systems that provided change management, work requests, and incident resolution information for the Check 21 offering.
- Oversaw the addition of client new business to achieve growth in volume from 100,000 to over 3,000,000 processed items per month in a 12 month period.
- Recaptured revenue by developing and employing robust tracking tools for work efforts and implementing Service Performance Indicators.



**Operations Manager** – Business Process Outsourcing Division

Aug 2002 – Jun 2004

Planned, directed, and coordinated the operation of three business segments in a 182-member solution centre. Ensured client contractual requirements were met on schedule and customer service levels were achieved. Coordinated projects involving local interdepartmental groups, regional and national operating units.

*Selected Accomplishments:*

- Established policies and operating guidelines for all operating sections.
- Planned & directed all leadership development and employee training initiatives.
- Developed regional employee ranking and evaluation process.
- Maintained 99.98% performance rate to contractual service levels over a 24 month period.

**Technical Delivery Manager** – Solutions Consulting Division

Feb 2001 – Aug 2002

Directed career planning and development, compensation, and recognition of a team of 25 Application Developers, System Engineers, Information Specialists, and Project Managers. Performed workforce management, risk management, strategic business planning and relationship management to deliver maximum value service to clients.

*Selected Accomplishments:*

- Achieved and maintained green status on the Service Excellence Dashboard over an 18 month period on all accounts supported. Liaison with accounts fulfilling client and business partner requests, and resolving concerns.
- Planned, designed, & executed leadership development & training initiatives at all three locations of the solution centre, two locations in Florida and one in Puerto Rico.
- Managed Business Continuity and Compliance initiatives that included Information Assurance, Disaster Recovery Planning, and Export Compliance to achieve 100% compliance at all three locations of the solution centre, two locations in Florida and one in Puerto Rico.

**Client Services Manager** – Operations Solutions Division

Jan 2000 – Feb 2001

Managed a team which provided customer service, technical, and business administrative support. Developed departmental and employee goals and objectives using leadership and mentoring activities. Managed salary plan administration, performance appraisals, and employee career development activities. Coordinated financial outlook process with operations and regional coordinators.

*Selected Accomplishments:*

- Provided leadership and operational consulting to all segments of the data center that resulted in a site wide operational performance achievement of 98% to contract service levels.
- Managed salary plan and coordinated financial outlook process with operations and regional coordinators.
- Coordinated and delivered all leadership development and training activities.

**Project Manager, Business Analyst, Quality Assurance Analyst**

Nov 1994 – Jan 2000

- Achieved 100% readiness. Achieved 0% system failure post Y2K event. Directed team to assess, upgrade, discontinue, or replace date and time sensitive systems. Managed proxy testing and risk mitigation of critical systems used by clients.
- Achieved 100% compliance approval on all Y2K documentation. Developed contingency plans for all at-risk systems obtaining approval from clients and internal audit regulatory groups.
- Created and lead a technical group that provided hardware, software, network, and desktop support to over 100 users.
- Developed and instructed Global Diversity workshops with over 100 participants. Obtained regional management recognition for plan and coursework.
- Designed and implemented Business Continuity initiatives to ensure compliance with corporate and federal regulations.

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## EDUCATION & CREDENTIALS

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**Master of Science in Organizational Leadership, 2008**  
 Palm Beach Atlantic University, West Palm Beach, Florida  
*Outstanding Graduate Award & Emancipatory Leadership Award and Scholarship*  
 GPA 4.00

**Bachelor of Science in International Business Management & Finance, 1999**  
 Florida Atlantic University, Boca Raton, Florida  
*IMPAC Academic Award*

### *Professional Development*

Fundamentals of Financial & Cost Accounting Certificate, Florida Atlantic University (2010) • Health Center Financial & Operations Management Seminar Level I by National Association of Community Health Center (2010)  
 • Developing Effective Federally Qualified Health Center Programs and Applications by National Association of Community Health Centers (2009)

### *Professional Memberships*

International Leadership Association

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## COMMUNITY INVOLVEMENT

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Florida Atlantic University Institutional Review Board  
 2011 - Present

MacArthur School of Leadership Advisory Committee  
 2008 - 2012

Palm Beach Atlantic University Alumni Board of Directors  
 2008 - 2012

Palm Beach County Medical Society Medical Leadership Council  
 2011 - 2012

SunFest Board of Directors  
 2010 - 2012

SunFest Audit Committee  
 2010 - 2012

Northwest Historic District Advisory Board  
 2005 - 2006

West Palm Beach Historic Preservation Board  
 2005 - 2006

West Palm Beach Nuisance Abatement Board  
 2003 - 2005

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## SPEAKING ENGAGEMENTS

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The 2nd Annual Community Leadership Discussion, Panelist, Palm Beach Atlantic University, February 9, 2010.

"Improving Access to Primary Care in a Reforming Environment" Breakout Session, Grant Makers In Health's (GIH) 2010 Annual National Conference on Health Philanthropy, Taking Risks at a Critical Time, March 10, 2010.

**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: Citizens Advisory Committee on Health & Human Services Advisory  Not Advisory

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

Term of Appointment: \_\_\_\_\_ Years. From: TBD To: 09/30/2015

Seat Requirement: Experience in Health/Human/Support Services Seat #: TBD

\*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: Granger Katrina Warren  
Last First Middle

Occupation/Affiliation: Educator School District of Palm Beach County

Owner  Employee  Officer

Business Name: School District of Palm Beach County - Area 4 Administration

Business Address: 1160 Avenue 'N'

City & State Riviera Beach, FL Zip Code: 33409

Residence Address: 1214 Avondale Lane

City & State West Palm Beach, FL Zip Code: 33409

Home Phone: (561) 684-3487 Business Phone: (561) 494-1506 Ext.

Cell Phone: (561) 379-9751 Fax: (561) 712-9629

Email Address: ladykww@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.

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<u>Example: (RXX-XXXX)</u>	<u>Parks &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/11-09/30/12</u>
_____	_____	_____	_____
_____	_____	_____	_____

(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: Katrina W. Granger Printed Name: Katrina W. Granger Date: 10/01/2012

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:  
 Patty Hindle, County Administration  
 301 N. Olive Avenue, Suite 1101, West Palm Beach, FL 33401  
[phindle@pbcgov.org](mailto:phindle@pbcgov.org)

**Section III (Commissioner, if applicable):**

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

Commissioner's Signature:  Date: 10/2/12

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Revised 08/01/2011

**QUALIFICATIONS SUMMARY**

Academic and curriculum support professional; experienced in working in high stakes fast paced environments, demanding strong organizational, leadership and interpersonal skills. Lead and manage change. Trustworthy, accountable and ethical. Confident and poised in interactions with administrators, school staff, parents, students and the community. Detail oriented and resourceful in completing assignments, able to multi-task efficiently and effectively. Capabilities and skills include:

- Problem solving
- Research and investigation
- Facilitative Leadership
- Diagnostic/assessment tool interpretation
- Conduct thorough records review

**EXPERIENCE HIGHLIGHTS**

- Work collaboratively with Schools in Need of Improvement.
- Retrieve/Review/Analyze student and school FCAT and AYP data; Recommend data-driven interventions to increase student achievement.
- In collaboration with principals and school based team, set targets for student achievement.
- Provide direction and assistance toward resolution of parent concerns.
- Provide assistance to schools in the development and implementation of quality School Improvement Plan.
- Monitor fidelity of implementation of prescribed instructional interventions.
- Monitor the alignment of teaching strategies and learning activities.
- Assess and address community expectations and support of stakeholders.
- Observe teachers, as requested by principal, and provide feedback.
- Assist K-12, Adult Education, Charter and Alternative Education Schools in all areas pertaining to school improvement, compliance, student achievement, facilities, assessment and day to day operations.

**EDUCATION**

Educational Leadership Specialist  
Barry University  
Miami, FL  
Degree Awarded 2011

Masters of Social Work  
Barry University  
Miami, FL  
Degree awarded 1987

Bachelor of Social Work  
University of West Florida  
Pensacola, FL  
Graduated Cum Laude 1983

State of Florida Professional Certification K-12 School Social Work, Educational Leadership

**TRAINING**

- Marzano Teacher Observation and Evaluation Framework
- Balanced Literacy
- Writing Effective IEPs
- FPMS-Summative Instrument
- APMS
- Targeted Selection
- Facilitative Leadership
- ESOL Testing/Evaluation
- Effective School Management
- School Improvement Plan Training
- Classroom Walkthrough Training 2.0
- Professional Development Academy 1

**PROFESSIONAL EXPERIENCE**

**Area 4 (NORTH AREA) INSTRUCTIONAL  
TEAM LEADER**

2007 to Present

School District of Palm Beach County  
North Area Administration

- Conduct placement of teachers
- Conduct formal and informal observations for employees on plans
- Conduct regular classroom walk through in targeted schools
- Address parent concerns, constituency tickets
- Attend meetings on behalf of Area Superintendent

- Develop and Review Master Schedules as needed
- Monitor Master Schedule for Compliance of Intensive Reading Requirements
- Prepare data and submit requests to adjustments in school budgets
- Assist Safe Schools with student placements
- Address and resolve concerns from Legal Aide
- Liaison between Principals and Maintenance
- Liaison between community and schools
- Facilitate Parent Conferences
- Attend Learning Team Meetings at targeted Schools
- Attend Administrative Team Meetings at targeted schools
- Recommend and provide Support to schools based on school grade predictions and student achievement
- Review Data prior to reports being submitted to district and state
- Analyze data by teacher for targeted schools
- Address student behavior issues at bus stops
- Stand in for Principals that are off campus
- Facilitate emergency Alternative Education meetings
- Liaison for local charter Schools and private programs
- Review requested for student reassignments
- Support Schools and provide assistance during after school activities
- Monitor and attend after school and Saturday Tutorials
- Develop and distribute various checklists throughout the school year (start of school, Testing Plan, etc.)
- Assist and guide new and early career principals
- Support and assist with the Rti process at targeted schools
- Track students performing in the lowest 25%

**ALTERNATIVE EDUCATION**

1996 to 2007

**PLACEMENT LIAISON**

School District of Palm Beach County  
Area 3/North Area

- Assisted schools in identifying students in need of alternative education placements due to academic, social and/or behavioral challenges interfering with learning.
- Facilitated parent/teacher conferences and school placements.
- Assisted teachers and staff in developing and implementing academic, behavioral and social/personal interventions to promote academic and behavioral success.
- Served as a liaison between parents, Juvenile Justice and the School District of Palm Beach County.

**EXCEPTIONAL STUDENT EDUCATION**

1990 to 1996

**RESOURCE TEACHER**

School District of Palm Beach County  
Omni Middle School

- Coordinated the Exceptional Student Education Department in accordance with the Florida Board of Education rules, statutes, administrative directives and Palm Beach County School District Guidelines.
- Organized meetings involving Exceptional Student Education interpretation of evaluation information, program placements, annual reviews, suspension hearings, parent conferences and dismissals.
- Assisted in developing and writing Individual Education Plans and Individual Therapeutic Plans.
- Provided consultative services to teachers and other staff to improve and maintain successful academic and behavioral programs.
- Educated parents and teachers in Exceptional Student Education laws and procedures.

**AREA SPECIALIST**

School District of Palm Beach County  
Exceptional Student Education

1989 to 1990

- Determined Exceptional Student Education assignment based on State Board of Education Rules, Florida Statutes, Administrative Directives and County guidelines for preschool age through grade 12.
- Attended Exceptional Student Education placement, dismissal, suspension hearings, parent conferences and annual reviews.
- Assisted in the development of Individual Educational Plans and Individual Therapeutic Educational Plans.
- Made recommendations for developing classroom management systems and individual written contracts.
- Interpreted special services to regular school personnel and parents.

**CRISIS INTERVENTION**

1988 to 1989

School District of Palm Beach County  
Roosevelt Elementary School

- Developed behavior management systems for classrooms, buses and lunchrooms.
- Identified behaviors to target for change for individual students.
- Monitored implementation of management systems in classrooms for treatment planning.
- Provided behavior interventions, isolation and escort.
- Trained teachers and support staff.
- Assisted parents with developing behavior management plans to be used in the home.
- Provided crisis, individual and group counseling.
- Served as leader of Affective/Social Groups.
- Advocated for students involved with social service agencies and the court system.
- Coordinated Individual Educational Plans, treatment plans, attended staffings and lead team meetings.

References Upon Request

**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: Citizens Advisory Committee on Health & Human Services Advisory  Not Advisory

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

Term of Appointment: \_\_\_\_\_ Years. From: \_\_\_\_\_ To: \_\_\_\_\_

Seat Requirement: \_\_\_\_\_ Seat #: \_\_\_\_\_

\*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: Weissman Martin  
Last First Middle

Occupation/Affiliation: Healthcare Administrator and Consultant (retired) -See attached Bio and Resume

Owner  Employee  Officer

Business Name: none

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

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

Residence Address: 6991 Fairway Lakes Drive

City & State Boynton Beach, Florida Zip Code: 33472

Home Phone: (561) 733-2166 Business Phone: ( ) Ext. \_\_\_\_\_

Cell Phone: (561) 374-4646 Fax: 561-735-4185 ( )

Email Address: Martyw605@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: *Martin Weissman* Printed Name: Martin Weissman Date: 10/31/2012  
 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:  
 {David Rafaidus}, {Community Services Department/Administration}  
 {810 Datura Street, West Palm Beach, Florida 33401}

**Section III (Commissioner, if applicable):**

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

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## **Qualification Summary**

Mr. Weissman is a Principle Consultant in Global Health Solutions Consulting and a Supply Chain Subject Matter Expert with CSC. He first joined the company in 1998 after acquiring 25 years of healthcare provider supply chain experience at large multifacility New York City academic teaching centers where he held responsibilities as Director of Procurement for Montefiore Hospital Center, Associate Director of Supply Chain for Bellevue Hospital Health and Hospital Corporation and Vice President of Material Management and Integrated Services for St. Lukes –Roosevelt Hospital. Marty's responsibilities have included leadership positions in supply chain strategy and organizational change management, process redesign and enabling technology relating to the management of procurement, contracts, accounts payables, inventory and distribution, off and onsite warehouses, point of use systems and ERP design and implementation. Additionally, Marty is a trained negotiator and has lead and supported the client both in market strategy and tactics that have produced ground breaking supply chain agreements.

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## **Experience Summary**

Examples of Mr. Weissman's experience include:

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Program manager for a multiyear centralized supply chain management redesign and procurement outsource at Medstar Health a large IDN located in greater Baltimore. MD, composed of 7 acute care hospitals across 2 states. The project included the upgrade and maintenance of the procurement, inventory and accounts payable information systems and the implementation of an innovative supply chain quality assurance call center. Included within the centralized operating model were considerations regarding both process redesign and enabling technology and a comparative study that lead to the outsource of both the procurement functions to CSC's Global Health Solutions and inventory management function to a master distributor. As part of the same project, supply chain savings exceeded \$40 million.

Interim Vice President Supply Chain at Umass Memorial Hospital Center a academic teaching center located in Worchester, Massachusetts. This was a six -month interim engagement responsible for the management and operational outcomes for procurement, contracting and inventory while the responsible senior manager convalesced from an illness. During that time the procurement process and information system was redesigned. The GPO affiliation was validated and various regional contracts were renegotiated on a centralized basis. A savings of \$ 3 million dollars was reported.

Supply chain project leader for ERP assessment at Johns Hopkins Medical Center and Johns Hopkins University. Mr. Weissman was the lead supply chain expert conducting an evaluation and comparison of the hospital and medical school's supply chain management requirements, organization, processes, and technology. The engagement was designed to help the board of trustees and hospital leadership determine if they needed to invest and deploy either a single or dual ERP system to meet the future needs of their human resources, financial and supply chain requirements..

Supply chain project leader for supply chain and distribution redesign at University of Utah Hospitals and Clinics, Salt Lake City, Utah, Mr. Weissman lead the University of Utah and CSC team in documenting and redefining the supply chain processes from trading partner to consumer. The joint team provided recommendations regarding the University of Utah's future vision and organizational changes needed to implement the vision. The joint team made many recommendations regarding both process redesign and enabling technology one of which was recommended by Mr. Weissman to consolidate the number of distribution channels. University of Utah then requested that Mr. Weissman launched a consolidated distributor solution which combined and leveraged the requirements of the academic medical centers total consumable medical surgical and pharmaceutical into a solicitation and negotiation requiring a net guaranteed reduction of costs. The consolidated distribution solution provided the academic medical center a net guarantee of \$ 24 million dollars over a three (3) year.

Supply chain project leader for distribution redesigned and capital equipment consolidation and alliance modeling at Penn State Hershey Medical Center Hershey, Pennsylvania. Mr. Weissman replicated the consolidated distribution solution for Penn State Hershey Medical Center and achieved a net guaranteed savings of \$18 million dollars over a three ( 3 ) years period. In addition, Mr. Weissman modeled a new capital equipment consolidation and alliance procurement solution to guarantee reduction in both operating and capital expense and increases in net patient revenue. The solution provides for a 80% purchase commitment from Penn State Hershey Medical Center for therapeutic and diagnostic equipment defined within the academic medical center's 5 year capital plan, providing; that said equipment is clinically acceptable. As a result, Penn State Hershey Medical Center has received unsolicited offers from various equipment manufacturers to provide "performance based" proposals which will guarantee reductions in capital cost, reductions in operating expense and increases in inpatient revenue or the manufacturer's leasing and service expense would be rebated. The solution over a five year period is expected to exceed \$30 million in incremental operating and revenue efficiencies. The academic medical center is now preparing a request for proposal for full implementation of the solution.

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#### **Education**

Quinnipiac University Hamden, Connecticut BA 1965

Duke University, Fuqua School of Management 1988, Advanced Studies



## PALM BEACH COUNTY, FLORIDA

### CITIZENS ADVISORY COMMITTEE ON HEALTH & HUMAN SERVICES

#### Appointment Date Information

<u>SEAT:</u>	<u>CURRENT MEMBER:</u>	<u>APPOINT DATE:</u>	<u>EXPIRE DATE:</u>
1.	Vacant	12/18/2012	09/30/2015
2.	Nate G. Nichols	11/16/2010	09/30/2013
3.	Barbara Cox Gerlock, Ph.D., <i>Chair</i>	11/16/2010	09/30/2013
4.	Vacant	12/18/2012	09/30/2013
5.	Vacant	12/18/2012	09/30/2015
6.	Elizabeth Hernandez Cayson, 2 <sup>nd</sup> Vice Chair	11/16/2010	09/30/2013
7.	Barbara Jacobowitz	10/01/2012	09/30/2015
8.	Dr. Richard L. Galeta, <i>League of Cities Rep.</i>	11/15/2011	09/30/2014
9.	Sandra G. Chamblee, <i>Glades Representative</i>	11/16/2010	09/30/2013
10.	Vacant (Chief Deputy Michael G. Gauger)	12/18/2012	09/30/2015
11.	Pamela Gionfriddo	11/15/2011	09/30/2014

**RESOLUTION NO. R-2001-0913**

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING AND REPLACING RESOLUTIONS R-90-1978, R-93-317 AND R-99-54; PROVIDING FOR THE CITIZENS ADVISORY COMMITTEE ON HEALTH AND HUMAN SERVICES**

**WHEREAS**, Florida Statutes and the Florida Administrative Code recognize the importance of citizen participation in the development and evaluation of comprehensive plans; and

**WHEREAS**, the Board of County Commissioners of Palm Beach County, Florida, established the Citizens Advisory Committee on Health and Human Services on November 13, 1990 pursuant to Resolution R-90-1978; and

**WHEREAS**, Resolution R-90-1978 was subsequently amended by Resolutions R-93-317 and R-99-54; and

**WHEREAS**, there is a need to further amend the resolutions pertaining to the Citizens Advisory Committee on Health and Human Services to more clearly defining the committee's roles and responsibilities; and

**WHEREAS**, consolidation of all resolutions pertaining to the Citizens Advisory Committee on Health and Human Services will simplify future reference.

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

- I. **Repeal and Replacement of Prior Resolutions;** Resolutions R-90-1978 (dated November 13, 1990), R-93-317 (dated March 16, 1993) and R-99-54 (dated January 12, 1999) are hereby repealed and replaced with the following:

**Section 1. Creation of the Palm Beach County Citizens Advisory Committee on Health and Human Services.** There is hereby established an Advisory Committee to be known as the "Palm Beach County Citizens Advisory Committee on Health and Human Services" herein referred to as the "Committee."

**Section 2. Mission Statement.** The mission of the Committee shall be to assist the Board of County Commissioners in the assessment of need, planning, implementation and evaluation of a System of Care, as defined in the Health and Human Services Element of the Palm Beach County Comprehensive Plan.

**Section 3. Roles and Responsibilities.** The Committee shall have the following roles and responsibilities:

- A. To make recommendation on the collection of data necessary to analyze the health and human service needs of the people of Palm Beach County.

- B. To create a forum for citizen participation for all phases of the Health and Human Services Element of the Palm Beach County Comprehensive Plan development and amendment process. Further, the Committee shall make recommendations to the Land Use Advisory Board (LUAB) and the Board of County Commissioners regarding amendments to the Health and Human Services Element of the Palm Beach County Comprehensive Plan, and shall review the implementation status of the Health and Human Services Element of the Comprehensive Plan on an annual basis.
- C. To create a forum for citizen participation, the Committee shall specifically provide for consumer, minority and affected party input on an issue by issue basis to allow for those affected to be involved in the Committee's activities.
- D. To make recommendations on an annual basis during the Financially Assisted Agency funding process regarding service and funding priorities, outcomes and contract requirements.
- E. To serve as a link to local and regional health and human service planning organizations. Linkages may include ex-officio member appointments of the Committee, participation in other agency planning processes, and multi-agency task forces to resolve specific problems. Further, all agencies and staff within the auspices of the Board of County Commissioners shall provide data, information and such support as reasonably required, and shall otherwise work in cooperation with the Committee in pursuing the Board of County Commissioner's health and human service goals, objectives and policies. The purpose of such linkages is to facilitate the Committee in achieving its mission.
- F. Submit an annual narrative report to the Board of County Commissioners on activities undertaken and accomplishments made during the preceding year.
- G. To perform such other duties as may be required from time to time assigned by the Board of County Commissioners.

**Section 4. Membership.** The Committee shall be comprised of eleven (11) members. The total membership of the Committee shall, at a minimum, represent the components of the Health and Human Services System of Care: public health, physical health, behavioral health, developmental services, children and family services, adult and elderly services, education, recreation, workforce development, municipalities, business and economic development, planning/research & evaluation, transportation, and housing. All members must reside in Palm Beach County and have knowledge of at least one component of the System of Care. Membership shall be representative of the racial, ethnic and geographic diversity of Palm Beach County. At least one member shall be a resident of west of 20 mile bend. At least one member shall be a representative of the Palm Beach County League of Cities.

- A. Appointment. Member shall be appointed at large by the Board of County Commissioners, and serve for staggered terms of three (3) years, but without limitation to the total number of terms. Terms shall begin on October 1<sup>st</sup>, and end on September 30<sup>th</sup>.
- B. Member Nominations. The nomination process shall begin ninety (90) days prior to the expiration of a member's term, or immediately in the event of an unplanned vacancy. The Board of County Commissioners shall be notified and requested to provide nominations for committee appointment. The Palm Beach County Health Department and the Palm Beach County League of Cities will each be requested to submit a nomination. Nominees submitted by the Committee, the Palm Beach County League of Cities, the Palm Beach County Health Department and individual Commissioners will be

transmitted to the Board of County Commissioners. An approved board appointment form, with attached resume, must be completed for all nominees prior to transmittal.

- C. Ex-officio Members. Ex-officio members may be appointed by a majority vote of the Committee, or as directed by the Board of County Commissioners, for the purpose of assisting the Committee in achieving its mission.
- D. Conflict of Interest. Members shall be governed by the applicable provisions of the Palm Beach County Ethics Resolution (R-94-693), as may be amended.
- E. Compensation. Members shall receive no compensation for services, but may be entitled to travel reimbursement incurred only for travel outside Palm Beach County necessary to fulfill board member responsibilities and only when sufficient funds have been budgeted and when prior approval has been given by the Board of County Commissioners.
- F. Attendance. Members shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three (3) consecutive meetings 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 be the same as a failure to attend a meeting. Excused absences due to illness, absence from the county of personal hardship, if approved by a majority vote of the Committee, shall not constitute lack of attendance. Excused absences shall be entered into the minutes at the next regularly scheduled meeting. Members removed pursuant to this paragraph shall not continue to serve on the Committee and such removal shall create a vacancy.

**Section 5. Officers.** A chair, vice-chair and 2<sup>nd</sup> vice-chair shall be elected by a majority vote of the Committee and shall serve for a term of one year, but not to exceed two consecutive terms in any one office. The duties of the chair shall be to:

- (A) Call Committee meetings and organize the agenda for the same;
- (B) Preside at committee meetings;
- (C) Establish subcommittees, appoint subcommittee chairs, and charge subcommittee with specific tasks;
- (D) Serve as primary liaison with staff; and
- (E) Perform other functions as the committee may assign.

The vice-chair or 2<sup>nd</sup> 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 any one of the offices, then the position shall be assumed by the next highest ranking officer for the remainder of the term. Any remaining vacancies shall be filled through a majority vote of the Committee.

Any officer may be removed from office by a majority vote of the Committee whenever the best interest of the Committee and public would be served.

**Section 6. Meetings.** The Committee shall meet on a regular basis. A quorum must be present for the conduct of all regular meetings. A majority of the members appointed shall constitute a quorum. The chairperson may call a meeting or a meeting may be called upon the written request of three members.

- A. Subcommittees. The Committee will conduct its business through one (1) standing sub-committee, the Executive Committee, and ad hoc sub-committees, work groups, and other appropriate forums as needed. The Executive Committee will consist of the Officers, the Immediate Past Chair, a representative whose residence is west of 20 mile bend and a representative of the Palm Beach County League of Cities. The purpose of the Executive Committee is to review and evaluate matters arising between regular Committee meetings, and to solicit and recommend member nominations for transmittal to the Board of County Commissioners. Ad hoc sub-committees shall be chaired by a Committee member.
- B. Conduct of Meetings. All meetings shall be governed by Robert's Rules of Order and shall comply with the Sunshine Law. Reasonable public notice of all meetings shall be provided. All meetings of the Committee shall be open to the public at all times and minutes shall be taken at each meeting.

**Section 7. Administration.** Professional staff for the Committee shall be provided through the Department of Community Services. To assure accurate record-keeping, the Department of Community Services shall also appoint a recording secretary to support the committee.

- II. Effective Date. The provisions of this resolution shall become effective upon approval of the Board of County Commissioners.

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

WARREN H. NEWELL, Chairman	-	Aye
CAROL A. ROBERTS, Vice-Chair	-	Aye
KAREN T. MARCUS	-	Aye
MARY McCARTY	-	Aye
BURT AARONSON	-	Absent
TONY MASILOTTI	-	Aye
ADDIE L. GREENE	-	Aye

The Chairman thereupon declared the Resolution duly passed and adopted this 19<sup>th</sup> day of June, 2001.