

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

3A-4

BOARD APPOINTMENT SUMMARY

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**Meeting Date:** January 15, 2013  
**Department:** Department of Economic Sustainability  
**Advisory Board:** Treasure Coast Regional Planning Council  
Comprehensive Economic Development Strategy Committee

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**I. EXECUTIVE BRIEF**

**Motion & Title: Staff recommends motion to approve:** reappointment/appointment of the following individuals to the Treasure Coast Regional Planning Council's Comprehensive Economic Development Strategy (CEDS) Committee, for the term January 1, 2013 to December 31, 2013:

**Reappoint:**

Sherry Howard, Deputy Director, Palm Beach County Dept. of Economic Sustainability  
Gary Hines, Sr. Vice President, Business Development Board of Palm Beach County, Inc.  
Tony T. Brown, Executive Director, Riviera Beach Community Redevelopment Agency

**Appoint:**

Artice "Art" Cobb, Jr., retired  
Douglas Saenz, Director, Industry & Economic Relations, Workforce Alliance, Inc.

**Summary:** The Treasure Coast Regional Planning Council (TCRPC) manages and maintains the CEDS Committee whose purpose is to oversee and guide District-wide economic development planning. The Treasure Coast Economic Development District is comprised of Palm Beach, Martin, St. Lucie and Indian River Counties. The CEDS Committee is a requirement of the U.S. Department of Commerce Economic Development Administration and is comprised of five (5) appointees from each of the participating Counties. The TCRPC annually requests the Board of County Commissioners (BCC), as the appointing authority for Palm Beach County, to review its existing members, and to either appoint or reappoint members. Staff recommends the reappointment/appointment of the above five (5) individuals.

Mr. Hines of the Business Development Board and Mr. Saenz of the Workforce Alliance have disclosed that their respective employers have existing contracts with the County. Staff has evaluated these contractual relationships and determined that the above Committee provides no regulation, oversight, management or policy-setting recommendations regarding any of the disclosed contractual relationships. Disclosure of these contractual relationships at a duly noticed public meeting is being provided in accordance with the provisions of Section 2-443, of the Palm Beach County Code of Ethics. (DES Administration) Countywide (DW)

**Background and Justification:** The CEDS Committee, through the CEDS Plan, develops strategies to address economic development issues, including the diversification of the District's economy and job expansion. Members share information, advise the District on areas of economic data development, and create a consensus plan of action which is used to update the CEDS Plan. Of the five (5) representatives recommended for reappointment/appointment by the BCC, the diversity make up is: one (1) Caucasian female; two (2) Caucasian males; and two (2) African-American males.

**Attachments:**

1. Letter from Treasure Coast Regional Planning Council
2. Boards/Committees Applications w/Resumes
3. Current List of Palm Beach County CEDS Members/Attendance Record
4. CEDS Committee Bylaws

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**Recommended by:** Sharon G. Ly 12-26-12  
Department Director Date

**Legal Sufficiency:** [Signature] 12-27-12  
Senior Assistant County Attorney Date

**II. REVIEW COMMENTS**

**A. Other Department Review:**

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Department Director

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TREASURE COAST REGIONAL PLANNING COUNCIL

INDIAN RIVER - ST. LUCIE - MARTIN - PALM BEACH

October 31, 2012

Mr. Robert Weisman, County Administrator  
Palm Beach County  
P. O. Box 1989  
West Palm Beach, FL 33402-1989

Dear Mr. Weisman: 

In accordance with the Bylaws of the Comprehensive Economic Development Strategy (CEDS), the December meeting is designated as the Annual meeting, at which time the appointment of members and alternates is to occur. It is therefore requested that the Board of County Commissioners take the necessary action to appoint five members and five alternates for the upcoming year.

The Strategy Committee must represent the main economic interests of the region, and must include private sector representatives as a majority of its membership. The Strategy Committee should include: public officials; community leaders; representatives of workforce development boards; representatives of institutions of higher education; minority and labor groups; and private individuals.

The Palm Beach County Board of Commissioners may want to consider ratifying its current appointments for a one-year term (January 2013 - December 2013) or make new appointments. The following members from Palm Beach County currently serve on the Treasure Coast Regional Planning Council CEDS Committee:

Member Tony Brown  
Member Steve Craig  
Member Sherry Howard  
Member Gary Hines  
Member Seabron Smith

Sincerely,



Michael J. Busha, AICP  
Executive Director

cc: Palm Beach County Board of County Commissioners  
Patti Hindel, Palm Beach County

*"Regionalism One Neighborhood At A Time"- Est.1976*

421 SW Camden Avenue - Stuart, Florida 34994  
Phone (772) 221-4060 - Fax (772) 221-4067 - [www.tcrpc.org](http://www.tcrpc.org)

**Attachment 1**



**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
	N/A		

(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: JERRY HOWARD Date: 12-12-12

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

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

Appointment to be made at BCC Meeting on: \_\_\_\_\_  
 Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**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: Treasure Coast Regional Planning Council's Comprehensive Economic Development Strategy (CEDS) Committee      Advisory       Not Advisory

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

Term of Appointment:      1      Years.      From: 01/01/2013      To: 12/31/2013

Seat Requirement: Public officials; community leaders; reps for workforce development boards; higher education institutions, minority & labor groups; or private individuals      Seat #: N/A

\*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: Hines      Gary      Stewart  
Last      First      Middle

Occupation/Affiliation: Economic Development  
Owner       Employee       Officer

Business Name: Business Development Board of Palm Beach County, Inc.

Business Address: 310 Evernia Street

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

Residence Address: N/A

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

Home Phone: ( ) \_\_\_\_\_ Business Phone: \_\_\_\_\_ Ext. \_\_\_\_\_

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

Email Address: \_\_\_\_\_

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
R 20111975	Admin/EDO	Economic Development Countywide	10/1/11 - 9/30/16

(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: Gary S. Hines Printed Name: Gary S. Hines Date: 12/12/12

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.

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

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

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

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

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

Revised 08/01/2011

## Gary Hines

Gary Hines is Senior Vice President, Administration for the Business Development Board of Palm Beach County (BDB). He assists the president/ceo to oversee the daily operations of the organization. His responsibilities include review of all invoices and disbursements, public speaking engagements to various community groups and organizations representing BDB. Gary has been active for the past several years with the Comprehensive Economic Development Strategy (CEDS) committee of the Treasure Coast Regional Planning Council and served this past year as a County Commission appointee to the CEDS committee representing Palm Beach County.

Gary represents Palm Beach County and BDB at targeted industry trade shows including BioFlorida, International BIO, and National Business Aviation Association. He provides assistance to BDB's development team in handling relocation and expansion prospects including building and land inspection tours, and explanation of state, county, and municipal incentives.

Gary coordinates the BDB's annual strategic planning retreat with senior staff. He also plans and coordinates the BDB's annual International Site Consultant Palm Beach County Familiarization Program that brings a different group of 10 corporate site consultants each year to Palm Beach County from around the U.S. for an intensive two day program that demonstrates the dynamics of Palm Beach County's economy and its suitability for business relocations and expansions.

Gary joined the Business Development Board in May 1989. He completed the Basic Economic Development Course (BEDC) at University of South Florida in 1991. Gary is a member of the International Economic Development Council (IEDC).

Previously Gary was Palm Beach County Public Relations Manager for the Sun-Sentinel newspaper. He also worked for the Area Planning Board of Palm Beach County where he was responsible for demographic research and public relations.

Gary is a co-founder (2002) of the South Florida Bioscience Consortium, a coalition of biotech companies, universities and economic development organizations in the Southeast Florida tri-county region of Palm Beach, Broward and Miami-Dade Counties. The coalition merged with BioFlorida to become the Southeast Florida chapter of BioFlorida.

Previous community involvements include March of Dimes-PBC Chapter, Habilitation Center for the Handicapped-Boca Raton, United Way of Palm Beach County, Boynton Beach Chamber of Commerce Board of Directors, Leadership Boca Raton and Leadership Palm Beach County and Junior Achievement of the Palm Beaches Board of Directors.

Gary is a West Palm Beach native and a graduate of the University of South Florida. He and his wife Nikki reside in Royal Palm Beach.



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\*Reappointment      or       New Appointment

or  to complete the term of \_\_\_\_\_ Due to:  resignation  other

Completion of term to expire on: \_\_\_\_\_

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

Name: Brown      Tony      T  
Last      First      Middle

Occupation/Affiliation: Executive Director

Owner       Employee       Officer

Business Name: Riviera Beach Community Redevelopment Agency

Business Address: 2001 Broadway, Ste 300

City & State: Riviera Beach, FL      Zip Code: 33404

Residence Address: N/A

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

Home Phone: ( ) \_\_\_\_\_ Business Phone: \_\_\_\_\_ Ext. \_\_\_\_\_

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

Email Address: tbrown@rbera.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

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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)

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- By attending a live presentation given on \_\_\_\_\_, 2011

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: Tony T. Brown Printed Name: Tony T. Brown Date: 12/12/12

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.

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{Insert Address Here}

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

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

## ABOUT TONY T. BROWN

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Tony T. Brown has a distinguished record of achievement in the field of community development and finance. Mr. Brown has dedicated his life's work to transforming neighborhoods by helping communities and businesses secure capital to finance real estate development projects and create jobs across America.



Mr. Brown was appointed executive director of the Riviera Beach Community Development Agency in September 2010. The city of Riviera Beach boasts one of the best urban beach communities in the state of Florida and has long been underdeveloped. Mr. Brown was drawn to Riviera Beach with the same affinity and affection that he has for his hometown of Cincinnati. In Cincinnati (from 2004 – 2009), Mr. Brown served as the founding President & CEO of the Uptown Consortium. Uptown focused on the redevelopment of seven neighborhoods that comprised a significant portion of the city's Empowerment Zone. In less than 5 years, Mr. Brown lead Uptown to regional significance and his leadership sparked over \$400 million in development through the \$100 million private capital fund he raised.

In January 2010, Mr. Brown launched his consulting practice, T. Brown Consulting Group, LLC and immediately impacted low income communities throughout the country by helping the Kroger Co., American Bankers Association, the National Urban League and the Jacksonville Transportation Authority devise financial strategies for economic impact initiatives in communities served by these organizations. Mr. Brown's capital solutions could result in nearly \$1 billion in private capital flowing into underserved areas for grocery stores, loans to small and minority-owned businesses and to create new lifestyle communities through transit oriented developments in the next five years.

Previously, from August 2001 to March 2004, Mr. Brown served as Director of the Community Development Financial Institutions (CDFI) Fund, a government-owned corporation at the United States Department of Treasury. During his tenure, he successfully implemented the New Markets Tax Credit Program and supervised the first \$6 billion in tax credit authority allocated.

Mr. Brown began his career in banking. In 1985, he joined Bank of America in Florida through the acquisition of Barnett Banks, Inc.; and by 1990, he headed the company's community development banking group. Mr. Brown's leadership helped the bank achieve "Outstanding" ratings in Community Reinvestment Act (CRA) performance.

Mr. Brown's volunteer involvement in community and economic development is quite extensive. In 2008, he served as chairman of the Federal Reserve Board of Governor's Consumer Advisory Council. His present board memberships include service to the Community Reinvestment Fund and the New Markets Tax Credit Coalition. Brown is a member of Leadership Florida (Class XIII) and served previously as a director of the Florida Chamber of Commerce, the Black Business Investment Board in Palm Beach County, to name just a few.

He has been honored by the United States Secretary of Treasury, John Snow, in appreciation for "*contributions to the effective and efficient operations of the Department of Treasury;*" and has received Community Service Awards from a variety of organizations. Mr. Brown is a graduate of Xavier University in Cincinnati, Ohio with a Master of Business Administration degree in Finance and a Bachelor of Arts degree in International Affairs and Business.

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BOARD OF COUNTY COMMISSIONERS  
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**Section I (Department):** (Please Print)

Board Name: \_\_\_\_\_ 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: COBB ARCE [ART] JR. NMM  
Last First Middle  
Occupation/Affiliation: CONSULTANT - RETIRED  
Owner  Employee  Officer   
Business Name: N/A  
Business Address: \_\_\_\_\_  
City & State \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Residence Address: 1002 ASPR. WAY  
City & State ROVIERA BEACH, FLA. Zip Code: 33418  
Home Phone: (813) 896-0874 Business Phone: ( ) N/A Ext. \_\_\_\_\_  
Cell Phone: (813) 374-7565 Fax: ( ) N/A  
Email Address: COBB PLM @ AOL.COM  
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:

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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  

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By watching the training program on the Web, DVD or VHS  
 By attending a live presentation given on SEPTEMBER 6, 2011

**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:

*ANNE COBB JR.*

\*Applicant's Signature: *[Signature]* Printed Name: ANNE COBB JR. Date: 12.18.2012

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

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

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

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

**Artice (Art) Cobb, Jr.**

---

1002 Aspri Way  
Riviera Beach, Fl. 33418  
[cobbplm@aol.com](mailto:cobbplm@aol.com)  
561-574-7565

**Qualifications Summary**

Highly self motivated and diverse skilled professional with thirty (30) years experience in governmental and private sector business development and management consulting. Diverse public and private background in directing and managing fiscal resources with a balance approach relative to program resolutions.

**Professional Experience**

**Managing Partner, Richer life Associates, Phoenix, Az. 2009- Present**  
(Private-family held professional publication company)  
Manage southeast region office focusing on new business and acquisitions programs.

**Managing Partner, People South Consulting, Charlotte, N.C. 1999-2007**  
(Private-family held professional business development and coaching company)  
Directed southeast regional office with focus on new business acquisitions, private and public sector programs and solid waste and facilities management)

**Director of Public Services, City of Pahokee, Fl. 2007-2009**  
(Public governmental services)  
Managed road/street, drainage, water/waste and solid waste programs.

**Waste Management, Ft. Lauderdale, Fl. 1993- 2003**  
(privately held- environmental waste collection and disposal company)

**Director of Special Projects**

Managed special governmental residential activities and community relation programs.

**Director of Safety and Compliance**

Managed safety and compliance (DOT and OSHA) risk management training programs.

**Director of Business Development**

Managed and developed new business and contract retention in the public sector market.

**Managing Partner, Political Consultant Group, Atlanta, Ga. 1990- 1992**  
Managed political statewide campaigns of Andrew (Andy) Young for Governor (Ga.) and Sanford Bishop for Congress (2<sup>nd</sup>-Ga.).

**Executive President, Home Builders Association, Atlanta, Ga.1990-1993**  
(privately held national building trade Association)  
Managed and directed membership contracting network and fundraising programs.

**City of Riviera Beach, Riviera Beach, Fl. 1968-1989**

(public governmental services)

**Minimum Housing Inspector**

Conducted and enforced minimum building standards on existing housing structures.

**Assistant Director of Building and Zoning**

**Code Administrator**

Managed the city's code enforcement, building permits, housing and zoning programs.

**Director of Public Works**

Managed the City's municipal service solid waste, roads/street, drainage buildings and facilities and vehicle maintenance program. Directed the city's emergency hurricane disaster management programs.

**Education**

BS, Business Management, Morris College, Atlanta, Ga.  
MBA, Executive Management Program, FAU, Boca Ration, Florida

**Military Experience**

United States Army  
3 Years Active Duty  
6 Years Reserve Duty

**Awards and Recognitions**

US Army Commendation Award  
Bronze Medal of Honor Award  
National Defense Medal Award  
Vietnam Service Medal Award

Jaycees Citizen of Year Award  
City of Riviera Beach Employee Award 3x  
Outstanding Young Man of America Award  
Urban League's Businessman of Year Award

**Advisory Boards and Public Service Experience**

City of Riviera Beach Civil Service Board  
City of Riviera Beach Planning and Zoning Board  
City of Riviera Beach Housing Authority  
Palm Beach County Natural Resources Protection Board  
Palm Beach County Solid Waste Advisory Committee  
South Florida Regional Partnership Executive Committee

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**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: Treasure Coast Regional Planning Council's Comprehensive Economic Development Strategy (CEDS) Committee      Advisory       Not Advisory

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

Term of Appointment: 1 Years.      From: 01/01/2013      To: 12/31/2013

Seat Requirement: Public officials; community leaders; reps for workforce development boards; higher education institutions, minority & labor groups; or private individuals      Seat #: N/A

\*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: Saenz      Douglas  
Last      First      Middle

Occupation/Affiliation: Director, Industry & Economic Relations  
Owner       Employee       Officer

Business Name: Workforce Alliance

Business Address: 315 S. Dixie Highway, Suite 102

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

Residence Address: N/A

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

Home Phone: ( ) \_\_\_\_\_      Business Phone: \_\_\_\_\_      Ext. \_\_\_\_\_

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

Email Address: \_\_\_\_\_

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



**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
*#S11-013	PBC BoCC	Assist homeless	06/05/12-03/31/13
*#S11-012	PBSO	Assist inmates	04/01/12-03/31/13
MOU (non-financial)	DES	Glades Region Master Plan	Open

(Attach Additional Sheet(s), if necessary)

**\*NOTE: Workforce Alliance does NOT receive money from the county under these contracts, but is paying the County for services the county has agreed to provide under the contracts.**

OR  NONE

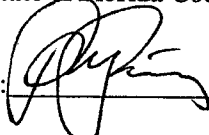
All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the Guide to the Sunshine Amendment prior to appointment/reappointment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. 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: Douglas Sáenz Date: 12-19-12

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

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

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

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

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

Revised 08/01/2011

## Douglas Sáenz

P. O. Box 211404 • Royal Palm Beach, FL 33421 • 561-889-5055 • mdcdws@yahoo.com

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**Industry Relations Executive** successfully realizing the vision to engage industry, economic development, education and community organizations to grow and retain the talent supply. Proficient at creating and capitalizing on industry networks to fulfill organization's mission while building long-term relationships. Adept at partnering internally with all core operations and meeting tactical goals while increasing the company's footprint. Experienced at producing, writing and directing creative programs and events that reward and engage. Trainer/facilitator with extensive experience working with diverse audiences. Fluent in Spanish (speak, read, write).

### Professional Accomplishments

- Developing and continually expanding relationships with targeted industry organizations in life sciences, information technology, manufacturing and aviation/aerospace
- Successfully providing referrals to Account Managers and Talent Acquisition Unit for job orders, training grants, assessments, talent leads and placements
- Spearheading launch of a statewide emerging talent network in the life sciences industry
- Facilitating initiative to build the IT talent supply by convening industry, education and economic development
- Initiate events connecting talent with industry in various industry clusters
- Co-Chair of BioFlorida SE Chapter
- Co-organized the debut of BioFlorida's Career Forum at its annual conference
- Partnered with businesses in three industries to develop skill and talent demand surveys
- Aligned industry NAICS codes with local clusters to improve market intelligence reports
- Coordinated successful, large scale projects including corporate awards programs, video shoots and live entertainment shows, bringing them in under budget and on-time
- Led a quality improvement team to restructure unemployment process at one office, resulting in a savings of over \$100,000 and winning the Top Quality Improvement Team Award from the Florida Department of Labor
- Moderated state and local industry conference sessions on education & workforce development
- Oversaw local field testing and launch of Preparing for Work national certification test
- Spearheaded a team to select skills testing license - selection generated \$32K in fee income in 10 months
- Developed targeted marketing and promotional materials for One Stop Centers and ex-offender programs
- Write and edit electronic and print newsletters targeting industry and employees; increased readership of internal sales newsletter by 70%

### Professional Experience

<b>Workforce Alliance</b> , Director, Industry & Partner Relations	2009 – Present
Workforce Development Manager	2008 - 2009
Manager, Business Outreach	2008
Biosciences Liaison/Trainer	2004 - 2007

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## Affiliations

Banner Center for Life Sciences	Industry Advisory Council, Executive Committee
BioFlorida	Emerging Leaders Network SE Chapter Leadership Team Career Forum Planning Committee
Cluster Initiatives	Aviation/Aerospace/Engineering Task Force Life Sciences Strategic Steering Group Green Energy Task Force Infotech Workforce Development Initiative Manufacturing Task Force Regional Manufacturing Initiative
Florida Department of Education	Former Co-Chair, Education & Training Workgroup
Palm Beach State College	Biotechnology Business Partnership Advisory Council STEAM Initiative
Boynton Aerospace Science Academy	Advisory Council Chair
South Florida Manufacturers Assn.	Conference Planning (SFMA - 2010) Manufacturer of the Year Judging Committee (MAF - 2011, SFMA - 2012)
South Florida Technology Alliance	Member

## Certifications & Awards

BioFlorida SE Chapter – Leadership Award  
*Preparing for Work* - Trainer & Train the Trainer  
*Work Certified™* - Trainer  
 Leadership in Process Improvement Award - ACS State & Local Solutions  
 Top Quality Improvement Team Award - Florida Department of Labor  
 Merit Recognition Award - Florida Department of Labor

## Education

<b>Liberty University</b> MBA courses	Lynchburg, VA
<b>Florida International University</b> Training and Human Resource Development, Certificate	Miami, FL
<b>DeSales University (formerly Allentown College)</b> Bachelor of Arts, Psychology	Center Valley, PA

**TREASURE COAST REGIONAL PLANNING COUNCIL  
CEDS COMMITTEE MEMBERS - 2012**

**PALM BEACH COUNTY**

**MEMBERS**

Tony Brown  
Riviera Beach CRA  
2001Broadway, Suite 300  
Riviera Beach, FL 33404  
(561) 844-3408  
[tbrown@rbcr.com](mailto:tbrown@rbcr.com)

Sherry Howard, Director  
Palm Beach County Economic Development  
100 Australian Ave., Suite 500  
West Palm Beach, FL 33406  
(561) 355-3624  
[showard@pbcgov.org](mailto:showard@pbcgov.org)

Gary Hines  
Economic Development, Senior Vice President  
Business Development Board of Palm Beach County, Inc.  
310 Evernia Street  
West Palm Beach, FL 33401  
(561) 835-1008 x4111  
[ghines@bdb.org](mailto:ghines@bdb.org)

Seabron Smith, Executive Director  
The Center for Technology, Enterprise  
& Development, Inc.  
401 W. Atlantic Ave., Suite 09  
Delray Beach, FL 33444  
(561) 243-2038  
[Seabron1@bellsouth.net](mailto:Seabron1@bellsouth.net)

Steve Craig, President/CEO  
Workforce Alliance, Inc.  
315 S. Dixie Highway, Suite 102  
West Palm Beach, FL 33401  
(561) 340-1061  
[scraig@pbcalliance.com](mailto:scraig@pbcalliance.com)

**2012 CEDS MEMBERS ATTENDANCE RECORD**

INDIAN RIVER CTY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Rich Stringer												
Randy Riley												
Helene Caseltine												
Mark Mathes												
Glenn Heran												

ST. LUCIE CTY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Derek Moore												
Teri Pinney												
Michael Corbit												
Harold "Buzz" Smyth												
Alt. Howard Fein												
Nate Bray												
Alt. Larry Pelton												

MARTIN COUNTY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Pauline Becker												
Alt. Kathie Smith												
Anthony Parkinson												
Alt. Ed Maxwell												
Tim Dougher												
Alt. Tobin Overdorf												
Tammy Simoneau												
Alt. Debbie Lewandowski												
Linda Hake												
Alt. Melissa Corbett												

PALM BEACH CTY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Steve Craig		P	P		P	P	P	P	P			
Tony Brown			P		P							
Sherry Howard		P	P		P	P	P	P	P			
Gary Hines	P	P	P	P		P	P	P	P			
Seabron Smith	P	P	P	P	P	P	P		P			

P - Present      October and November CEDS Meetings were cancelled.  
A - Absent  
C - Called      Alt - Alternate

AMENDED BYLAWS of the  
COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY COMMITTEE  
Of the  
TREASURE COAST REGIONAL PLANNING COUNCIL  
(Revised and Adopted December 30, 2002)

ARTICLE I

**Name**

The name of this Committee is the Comprehensive Economic Development Strategy Committee ("CEDS") of the Treasure Coast Economic Development District. The Committee is a public body that operates under the provisions of 186.505, F.S.

ARTICLE II

**Purpose**

The purpose of the Committee in accordance with U.S. Economic Development Administration *Guidelines for Economic Development Districts (1992)* is to oversee and guide District-wide economic development planning. The Committee, through the Comprehensive Economic Development Strategy (CEDS) Plan or other appropriate mechanism will develop strategies to address economic development issues, including the diversification of the District economy and job expansion. Members will share information, advise the Economic Development District on areas of economic data development, and create a consensus plan of action that will be used to update the CEDS plan of the Treasure Coast Economic Development District.

ARTICLE III

**Membership**

1. Membership – Membership on the CEDS Committee is based on four factors. First, there are to be five (5) appointees from each of the four counties of the Treasure Coast Region (Indian River, Martin, Palm Beach and St. Lucie) that participate in the activities of the Treasure Coast Economic Development District. Second, Committee members should be drawn from the range of groups noted below: Currently, the Committee membership reflects representation from the following agencies.
  - a. Local planning departments
  - b. Chambers of Commerce
  - c. Special purpose economic development agencies and councils
  - d. Workforce development boards

## 2. Appointments and Removals

- a. Appointments for membership on the CEDS Committee will be made at the discretion of the participating counties.
  - b. Removal of a member is accomplished by an appointee's resignation or by an action by the respective member's appointing body.
3. Request for Participation – Failure to attend two (2) consecutive scheduled meetings of the Committee without advance notification places a member in a delinquent status. The Committee will notify the Appointing authority of a member's delinquent status and request that a new appointment be made.
  4. Vacancies – It is at the option of each member organization as to whether a nomination is made to fill a vacancy. When a vacancy exists, the Committee will notify the Appointing authority and request that the vacancy be filled.
  5. Alternates – In order to promote attendance at the meetings of the Committee, each group or organization represented on the Committee is encouraged to appoint an alternate representative for each regular member. If possible, the alternate representative should be specified in the letter appointing the regular member. Any alternate member may represent any absent regular member of that County.

## ARTICLE IV

### Annual Meeting and Member Terms

1. Annual Meeting: The annual meeting of the CEDS Committee will take place in December of each year. Prior to the date of the annual meeting Council staff will request each of the participating counties to ratify their respective slate of CEDS Committee members as current and up to date. Any new and/or reaffirmed members will be read into the record at the annual meeting by the Chairperson. New and/or reaffirmed members' terms will begin at the next scheduled meeting of the CEDS Committee.
2. Member Terms: CEDS Committee members will, notwithstanding Article III Section 2.a. serve one year terms which will be renewed at the discretion of the appointing jurisdiction on an annual basis prior to the annual meeting.

## ARTICLE V

### Officers, Terms, Duties, Subcommittees

1. Officers – there will be four (4) officers of the CEDS Committee: a Chair, 1<sup>st</sup> Vice-Chair, 2<sup>nd</sup> Vice-Chair, and 3<sup>rd</sup> Vice-Chair. All Officers shall be elected by the CEDS Committee at its December annual meeting. Officers will serve a one-year term of office which will begin at the

next scheduled CEDS Committee meeting following the annual meeting in December. The office of Chairperson shall be rotated amongst all four participating counties on an annual basis. All Officer positions reside with the County that the respective CEDS Committee member holding that position represents and not to the individual member. Starting at and immediately following the December 2002 annual meeting the office of 1<sup>st</sup> Vice-Chair will rotate to the position of Chair. The office of 2<sup>nd</sup> Vice-Chair will rotate to the position of 1<sup>st</sup> Vice-Chair and so on.

2. Term – Committee member terms are determined by the respective members' Appointing authority except as provided for in Article IV, Section 2.
3. Duties – The duties of the Chair will be to preside over the meetings of the CEDS Committee and to carry out other duties as directed by the Committee at large. The Vice-Chair will act as the Chair in the absence of the Chair. The staff of the Regional Planning Council shall act as secretary to the Committee and will assist the Chair in carrying out the duties and the responsibilities of this office.
4. Subcommittees – Special purpose and study subcommittees may be formed at the discretion of the Chair. These subcommittees will serve until the completion of the requested action. Membership of subcommittees should include diversified interests from different counties and organizations insofar as practicable.

## ARTICLE VI

### Conduct of the Meetings

1. Procedure within the Meetings – Behavior and conduct during the meetings will be consistent with that expected of responsible individuals. When there is a conflict on procedural matters, Robert's Rules of Order, Amended, will be consulted in determining correct action.
2. Agendas – An agenda will be prepared and distributed at least five days prior to each meeting with items of action that must be addressed. The agendas will be flexible to allow other items of business.
3. Voting – All voting members, including officers, are entitled to one (1) vote each. Only one vote is allowed for each member. That vote may be exercised only by the member who represents that group or organization or by the alternate. There will be no proxies. Simple majority vote of a quorum passes any action.
4. Quorum – A quorum shall be defined as either: 1) a minimum of 2 members from each of the four participating counties for a total of 8 members or 2) a minimum of 9 members. When a quorum is present, a majority of those present may take action on matters properly presented at the meeting.
5. Minutes – Minutes will be kept for meetings in summary form. The exact language of matters that are voted upon will be entered into the Minutes.



6. Guests and Requested Speakers – Members may request the Chairman to invite guests to attend meetings at their own expense. The Committee may also request the Chairman to invite individuals to attend meetings to inform them on items being reviewed by the Committee.
7. Informality – In general, and excepting cases where formal action is being undertaken, the Committee will operate with as few procedural constraints as is desirable.
8. Frequency of Meetings – The Committee will schedule full meetings not less than once per calendar quarter and shall call special meetings as deemed appropriate from time to time.

#### ARTICLE VII

##### **Responsibilities and Authority**

1. The members are expected to share information with one another as it pertains to economic development issues as legally permitted.
2. The Committee shall assist and advise the Staff in overall economic development issues.

#### ARTICLE VIII

##### **Amendments**

These bylaws may be changed, amended, expanded, or contracted by any action consistent with Article VI, Sections 3 & 4, with the exception of Article III, Sections 1 & 2, Article IV, Section 1 & 2, Article V, Section 1 & 2 and Article VI, Sections 3 & 4.