

3A-3

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY

Meeting Date: May 7, 2013
Submitted By: Office of Small Business Assistance
Advisory Board: Small Business Assistance Advisory Committee

EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to appoint: one individual to the Small Business Assistance Advisory Committee, for the term indicated below.

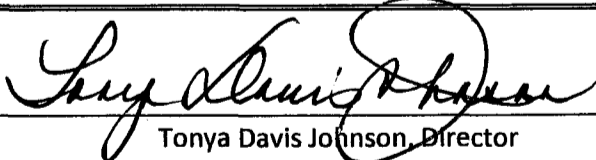
<u>NOMINEE</u>	<u>SEAT</u>	<u>DESIGNATION</u>	<u>TERM</u>	<u>NOMINATED BY</u>
Samuel Roman	13	Hispanic Business Organization in Construction	5/7/2013 – 5/6/2016	Commissioner Valeche Commissioner Burdick Commissioner Vana Commissioner Taylor

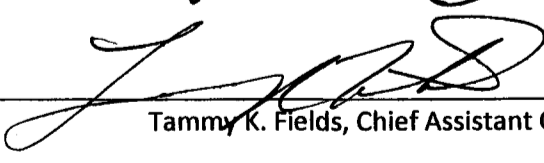
Summary: The SBA Advisory Committee is established pursuant to Section 2.80.32, of the Palm Beach County Code as amended on March 12, 2013. The committee consists of fifteen (15) members representing one (1) black business owner certified as a small business by the County; one (1) Hispanic business owner certified as a small business by the County; one (1) woman business owner certified as a small business by the County; one (1) white male business owner certified as a small business by the County; one (1) business owner domiciled in Palm Beach County; one (1) representative of a business incubator program; one (1) representative of the Hispanic business organization; one (1) representative of the National Association of Women in Construction; one (1) representative of a Women's Business Organization; one (1) certified minority contractor; one (1) representative of the Associated General Contractors of America; one (1) representative of the Small Business Development Center; one (1) representative of a financial institution that assists small businesses; one (1) representative of the Black Chamber of Commerce; and one (1) representative of a professional services organization. The SBA Advisory Committee supports the nominations and a memo was sent to the Board of County Commissioners on March 26, 2013 requesting approval of the recommendation for Seat 13. No other nominations were received. Countywide (TKF)

Background and Justification: Section 2.80.32, as amended, of the Palm Beach County Code, provided for appointments to be made from specific organizations and representative of the small business community. The SBA Advisory Committee consists of fifteen (15) members and the terms of the seats are for three (3) years. The SBA Advisory Committee reviews and evaluates the effectiveness of small business programs within County Government. The Board currently consists of 11 members with 4 seats vacant. The current diversity count is: Hispanic 1; White 5; and African American 5.

Attachments:

1. Boards/Committees Application
2. Resume of Nominee
3. Current List of Board Members

Recommended By:  4/12/13
Tonya Davis Johnson, Director Date

Legal Sufficiency:  4/16/13
Tammy K. Fields, Chief Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

BOARDS/COMMITTEES APPLICATIONS

ATTACHMENT 1

**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: Small Business Advisory Committee Advisory Not Advisory
 At Large Appointment or District Appointment /District #: _____
 Term of Appointment: 3 Years. From: 5/7/2013 To: 5/6/2013
 Seat Requirement: Hispanic Business Organization Seat #: 13
 *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: Roman Samuel
Last First Middle

Occupation/Affiliation: _____
 Owner Employee Officer

Business Name: Applied Advertising Solutions, Inc.

Business Address: 4201 Westgate Avenue, Suite A7

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

Residence Address: 13284 Opal Lane

City & State Wellington, FL Zip Code: 33414

Home Phone: (561) 429-2223 **Business Phone:** (561) 328-8450 **Ext.** _____

Cell Phone: (561) 876-9666 **Fax:** (561) 328-8451

Email Address: sroman@appliedadvertising.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

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

(Attach Additional Sheet(s), if necessary)

OR NONE

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: *Samuel Roman* Printed Name: Samuel Roman Date: 1/9/2013

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

Return this FORM to:
 Tyshon Grimsley, Office of Small Business Assistance
 50 S. Military Trail, Suite 202
 West Palm Beach, FL 33415

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____ 2/5/2013

Commissioner's Signature: *Kees Valerio* Date: 3/29/13

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

Revised 08/01/2011

**PALM BEACH COUNTY
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Cell Phone: (561) 876-9666 Fax: (561) 328-8451

Email Address: sroman@appliedadvertising.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: _____

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Commissioner's Signature: *Paula H. Busch* Date: 4-1-2013

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Revised 08/01/2011

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Commissioner's Signature: *Shelley...* Date: 4/1/13

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Revised 08/01/2011

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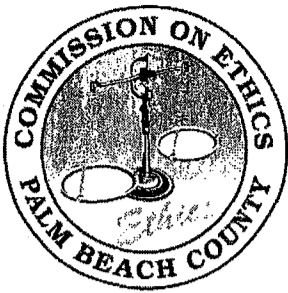
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 West Palm Beach, FL 33415

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: 2/5/2013
 Commissioner's Signature: *Patricia Jey* Date: 2/1/2013

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public. Revised 08/01/2011



**ACKNOWLEDGEMENT OF RECEIPT
PALM BEACH COUNTY CODE OF ETHICS
TRAINING***

Check those items that apply

I acknowledge that I have read a copy of the Palm Beach County Code of Ethics (printed or posted on the intranet/internet) and completed additional training by:

- Watching the Code of Ethics Training Program on the Intranet/Internet.**
 Watching the Code of Ethics Training Program on DVD.
 Attending a live presentation given on _____, 20__.

I understand that I am responsible for understanding and abiding by the Palm Beach County Code of Ethics as I conduct my assigned duties during my term of employment. I also understand that the information in this policy is subject to change. Policy changes will be communicated to me by my supervisor or through official notices.

Samuel Roman

(Clearly Print Your Legal Name)

(Legal Signature)

(Clearly Print the Name of Your Department)

(Date)

11/26/2012

Employees: Submit signed form to your Department Head
Department Heads: Submit signed forms to Records, Human Resources

***This Form is for Employees and Elected Officials Only –
Advisory Board Members Form can be obtained from
Advisory Board Liaison***

2633 Vista Parkway, West Palm Beach, FL 33411 561.233.0724 FAX: 561.233.0735
Hotline: 877.766.5920 E-mail: ethics@palmbeachcountyethics.com
Website: www.palmbeachcountyethics.com

11-2-11P04:32 RCVD

04-04-13A08:36 RCVD

RESUME OF NOMINEE

ATTACHMENT 2

Samuel Roman
13284 Opal Lane
Wellington FL 33414

561 328 8450 - Office
561 876 9666 Mobil
roman@AppliedAdvertising.com

Work History:

- | | | |
|--------------------------------|---|--|
| November 2008 – Present | Applied Advertising Solutions Inc.
Founder / Owner | West Palm Beach, FL |
| | <ul style="list-style-type: none">• In charge of all operational functions of the business• High quality commercial printing & Direct Mail• Storage and Fulfillment services• Mailing List and data processing | |
| September 2001 – November 2008 | Print Pelican
Manager | Riviera Beach, FL |
| | <ul style="list-style-type: none">• In charged of every day operations of printing and direct mail facilities• Interviewing and hiring of labor personnel• Mailing list reasearch and report for customers | |
| July 1994 – December 2000 | Barton & Conney Inc
Manager | Trenton, NJ |
| | <ul style="list-style-type: none">• In charged of every day operation of lettershop and U.S. mail pre-sort department | |
| May 1988 – July 1994 | U.S. Navy
Petty officer 2 nd class | Philadelphia Naval Shipyard, Philadelphia PA |
| | <ul style="list-style-type: none">• Shift supervisor shore patrol and base security | |

Education

- | | | |
|------|---|------------------|
| 1994 | Mercer County Community College
Asociates Sales & Marketing | Trenton NJ |
| 1991 | Philadelphia Community College
Associates Business Administration | Philadelphia, PA |
| 1987 | Trenton Central High School
High School Diploma | Trenton, NJ |

CURRENT LIST OF BOARD MEMBERS SMALL BUSINESS ADVISORY COMMITTEE

<u>Seat</u>	<u>Incumbent</u>	<u>Seat Requirement</u>
1	John Elliott (B)	Certified Black Business Owner
2	Evelyn Parkes-Brier (H)	Certified Hispanic Business Owner
3	E. Ann McNeill (B)	Certified Woman Business Owner
4	Robert Geoff Waite (W)	Certified White Male Business Owner
5	Angela Randolph (B)	Business Owner Domiciled in PBC
8	Rachelle Wood (W)	Nat'l Assoc. of Women in Construction
9	Jane Bloom (W)	Women's Business Organization
10	Joseph Anderson (B)	Certified Minority Contractor
11	Sherrill L. Disbury (W)	Associated General Contractors
12	Edward "Ted" Kramer (W)	Small Business Development Center
14	Karen Alleyne-Means (B)	Black Chamber of Commerce