

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

5A-1

BOARD APPOINTMENT SUMMARY

Meeting Date: November 5, 2013

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

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve: Appointment/Reappointment of the following individuals to the Palm Beach County Citizens Advisory Committee on Health and Human Services (CACHHS) for terms beginning on November 5, 2013, and expiring on September 30, 2016.

<u>Seat No.</u>	<u>Reappointment</u>	<u>Expertise/Qualification</u>	<u>Nominated By:</u>
03	Dr. Barbara Cox Gerlock	Human Services	Comm. Burdick Comm. Valeche CACHHS
06	Elizabeth Hernandez Cayson	Human Services	Comm. Burdick Comm. Santamaria Comm. Valeche CACHHS
09	Sandra Chamblee	Resident West 20 Mile Bend	Comm. Burdick Comm. Santamaria Comm. Valeche CACHHS

Appointment (SELECT ONE)

<u>Seat No.</u>	<u>Appointment</u>	<u>Expertise/Qualification</u>	<u>Nominated By:</u>
02	Sharon Greene <u>OR</u>	Health Services	Comm. Burdick Comm. Valeche CACHHS
02	Andrea Stephenson <u>OR</u>	Health Services	SELF
02	Dr. Patrick Halperin	Planning, Research & Evaluation	SELF

Summary: The Citizens Advisory Committee on Health and Human Services consists of eleven (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. The Resolution creating the CAC/HHS requires the Executive Committee of the Citizens Advisory Committee to solicit and recommend member nominations for transmittal to the Board of County Commissioners. The Board of County Commissioners was notified by memo dated September 3, 2013, and requested to provide nominations for appointment. The CAC, on September 12, 2013, recommended that Dr. Barbara Cox Gerlock, Elizabeth Hernandez Cayson and Sandra Chamblee (resident west of 20 Mile Bend) be re-appointed and that Sharon Greene be appointed. The BCC was notified by memo dated September 24, 2012, requesting nominations for appointment. Andrea Stephenson has disclosed that her employer, Health Council of Southeast Florida, 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: (on page 2)

Attachments:

1. Boards/Committees Applications
2. Current Membership List
3. Attendance Sheets
4. Draft Meeting Minutes

Recommended By: Taruna Malhotra 10/25/13
 Department Director Date

Legal Sufficiency: [Signature] 10/25/13
 Chief Assistant County Attorney Date

Background and Justification: (from page 1) The Palm Beach County Citizens Advisory Committee on Health and Human Services was established in 1990. The Committee is currently charged with assisting the Board of County Commission 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 Committee 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 Planning Commission and Board of County Commissioners 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. Section 163.3181 F.S. requires "the local planning agencies and local government units are directed to adopt procedures designed to provide effective public participation in the comprehensive planning process." The Citizens Advisory Committee on Health and Human Services has been designated to meet this requirement. Including the current request for reappointment and appointment, the CAC/HHS is comprised of two (2) African American females, five (5) White females, three (3) White males, and one (1) Hispanic female.

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
<i>NONE</i>			

(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: *Barbara Cox Gerlach* Printed Name: BARBARA COX GERLACH 8/20/13

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

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

Section III (Commissioner, if applicable):

Appointment to be made at BOC Meeting on: _____

Commissioner's Signature: *Pauline Bunker* Date: 9/9/2013

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
NONE			

(Attach Additional Sheet(s), if necessary)

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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: Barbara Cox Gerlock Printed Name: BARBARA COX GERLOCK Date: 8/20/13

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

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Lee R. Valente Date: 9/16/13

Rev. Barbara Cox Gerlock, Ph.D.

7716 Spring Creek Drive
West Palm Beach, FL 33411

Phone: 561-310-5010

Email: bcgerlock@gmail.com

Education and Professional Training

- Ph.D. Organizational Development, Yeshiva University, New York, 1983
- M.S. Counseling Psychology, Fordham University, New York, 1967
- B.A. College of Mount Saint Vincent, New York, 1965
- Certificate in Alcohol Studies, JRW Institute, New York, 1985
- Ordained Minister, Alliance of Divine Love, December 1995
- Certificate, Holistic Lifestyle Teacher, Kripalu Center for Health and Wellness, 1995

Experience

Consultant

1997-Present

- Articulated the vision, developed and implemented a \$5.7M SAMHSA grant design to develop collaboration among education, mental health and juvenile justice systems.
- Developed and implemented the \$8.7M SAMHSA funded system of care for children's mental health. Community funding to support this project was provided by the Department of Children and Families and the Quantum Foundation.
- Facilitated the revision of the Health and Human Services element of the Palm Beach County Comprehensive Plan to reflect a system of care.
- Developed an online substance abuse prevention course for school district staff on the prevention and intervention of substance abuse for youth and families.

Program Specialist—Department of Children and Families

1996-97

- Spearheaded program planning and evaluation for children and adult mental health and substance abuse programs

Adjunct Barry University Department of Psychology

1995-97

School District Administrator - Yonkers, New York

1974-94

- Spearheaded the redesign of the special education program and collaborated in the desegregation of the fourth largest school district in New York State.
- Collaborated with community organizations (American Heart and American Lung) to develop community awareness programs to reduce the incidence of both heart and lung disease.
- Managed pupil services staff (nurses, doctors, psychologists, psychiatrists, counselors, speech therapists and bilingual teachers).
- Developed a model day treatment program for youth with severe emotional disturbance in collaboration with Rockland Children's Psychiatric Center.

Related Professional Activities

- President: National Association of Pupil Services Administrators (1993)
- Chair: Palm Beach County Citizens Advisory Committee on Health and Human Services (1999-2000; 2005-2007; 2012-Present)
- Chair: Drug Court Steering Committee, Children's Issues, 2001
- Chair: 15th Circuit Juvenile Justice Board (2009-Present)
- Executive Board Juvenile Detention Alternatives Initiative, Casey Foundation

Awards and Recognition

- Who's Who Among American Women 1983-84
- Administrator of the Year Leadership in Education, 1988
- Foremost Women of the Twentieth Century 1985
- Mental Health Award, Westchester County Department of Community Mental Health, 1992
- Who's Who in the World, 2000

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

The information provided on this form will be used by County Commissioners and/or the entire Board in considering your nomination. This form MUST BE COMPLETED IN FULL. Answer "none" or "not applicable" where appropriate. Further, please attach a biography or résumé to this form.

Section I (Department): (Please Print)

Board Name: Palm Beach County Citizen Advisory Committee Advisory Not Advisory

At Large Appointment or District Appointment / District #: _____

Term of Appointment: 3 Years. From: November 5, 2013 To: September 30, 2016

Seat Requirement: Human Services-Knowledge about System of Care Seat #: 6

*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: Hernandez-Cayson Elizabeth
Last First Middle

Occupation/Affiliation: Community Relations Specialist, Health Care District of Palm Beach County
Owner Employee Officer

Business Name: 1201 NW Avenue L

Business Address: _____
City & State: Belle Glade, Florida Zip Code: 33430

Residence Address: 17505 36th Court North
City & State: Loxahatchee, Florida Zip Code: 33470

Home Phone: (561) 784-9795 Business Phone: (561) 659-1270 Ext. 5484

Cell Phone: (561) 512-6350 Fax: ()

Email Address: Ehernand@hcdpbc.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:

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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: *Elizabeth Hernandez Cayson* Printed Name: Elizabeth Hernandez Cayson
 Date: 8/19/13

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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: *Lanette Burdick* Date: 9/9/2013

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

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*Applicant's Signature: *Elizabeth Hernandez Cayson* Printed Name: Elizabeth Hernandez Cayson
 Date: 8/19/13

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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: *John Valocchi* Date: 9/16/13

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

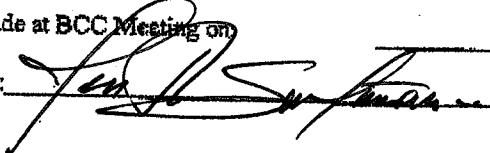
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*Applicant's Signature:  Printed Name: Elizabeth Hernandez Cayson
 Date: 8/19/13

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 or contact us via email at ethics@palmbeachcountylethics.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: 9/19/13

David Martin Rafaidus, Senior Planner

Department of Community Services

810 Datura Street

West Palm Beach, Florida 33401

Dear Mr. Rafaidus,

This letter along with my resume is to express my interest in continuing to serve on the PBC Citizen Advisory Board.

I feel that my experience of over 20 years in the Health and Human Service sector will allow me the opportunity to provide knowledge regarding health topics and issues that may impact our County and may benefit the Advisory Board.

Please accept this letter indicating my interest to continue to serve on the CAC Advisory Board. One of the goals indicated in the Comprehensive Plan of the Health & Human Service Element states that the Advisory board shall "help Palm Beach County promote, protect, maintain and improve the health and safety of its residents and visitors." I would like to serve to ensure that we continue to accomplish this goal by supporting the endeavors of the Palm Beach County Board of County Commission.

Thank you for your time and consideration.

Sincerely,

Elizabeth Cayson

ELIZABETH F. CAYSON

Home
17505 36th Court North
Loxahatchee, FL 33470
Home: 561-784-9795
Mobile Phone: 561-512-6350
Email: Mrscayson@netscape.com-Home
Ehernand@hcdpbc.org-Work

PROFILE

Residence: Loxahatchee, Florida

Education:

- Associates in Business Management, Northwood University
- Bachelors of Public Administration, Barry University
- Master in Science, Organizational Leadership, Palm Beach Atlantic
- PhD in Health Services, Walden University, Current Graduate Student
- PhD Academic Residency, Miami, Fl and
- Paris, France
- Numerous health-related/Leadership seminars acceptable as continuing education units

Reference: Donia Roberts, Esquire 561-992-3533

HONORS

Volunteer of the Year, PBC Health Department	1997
Palm Beach Community College, Women of Accomplishment Award	2000
Belle Glade Lions Club-Lion of the Year	2003
Glades NAACP Diversity Award	2007
Families First of PBC, The Harriott Goldstein Children's Day Award	2010
"Liz Cayson Day" US Congressman. Alcee Hastings District	2010
Hospice of Palm Beach County Blue Dove Award	2011
Traffic Safety of PBC Heroism Award	2011
Leadership PBC Excellence Award Finalist	2012
The Arc Director Emeritus Award	2013

PROFESSIONAL EXPERIENCE

CL Brumback Health Center	1991-1994
Health Educator	
Boys & Girls Club of PBC	1997-2007
Director of Before Care Program	Part-Time Position
Health Care District of PBC	1995 to Current
As the Community Relations Specialist for the District I am responsible for developing and implementing community based initiatives and programs that are of strategic importance to the mandates of the HCD special taxing district. Participate and serve in key leadership role in organizational meetings across Palm Beach County. Provide Leadership and guidance to District staff and board members at Lakeside Medical including recruitment of board members. As the key representative in Western Palm Beach County I am responsible for creating and maintaining effective relationships with key professionals, organizations, civic and community interest groups. This includes writing, editing, producing public relations information which includes Spanish translation. Through the Glades PATCH board I have organized numerous community events in collaboration with CL Brumback Health Center. Serving as a member of several board of directors I am required to review bylaws, financials, grant proposals, strategic retreats and make recommendations regarding programs. I have made various presentations locally and nationally regarding different programs that I have represented in the County.	

COMMUNITY INVOLVEMENT

Glades Community Development Corporation

- a. Vision to Action and Acting on the Vision
1999-2001

Glades Planned Approach to Community Health
(PATCH)

- a. 1992-2009
- b. *President*
- c. *Chair Health Manpower Committee*

Association for Retarded Citizens (ARC)

- a. 2007-2012

Palm Beach County Commission Advisory Committee
on Health and Human Services

- a. 2005-current
- b. *2nd Vice Chair*

PBC Emergency Medical Services-Dist. 6 Consumer
Representative-Appointed by Commissioner Santamaria

- a. 2010-Current

Everglades Area Health Education Center (AHEC)
Board of Directors

- a. 1994-Current

General Federation of Women's Clubs

- a. *Women's Club of Belle Glade 2000-current*
- b. *Treasurer*

Glades Health Survey Board 1996-August 1998

Glades Health Initiative 1998-2011

- a. *Board Chairman*

Glades Initiative Inc

- a. *Founding Board Member*

Dwyer Awards Selection Committee 2006-2009

Dolly Hand Cultural Arts Board of Directors

Leadership Glades Graduate Class of 1996

- a. *Class spokesman*
- b. *Leadership Glades Board of Directors*
1997-2007; 2011-current

Leadership Palms West Graduate Class of 2010

Quantum House Inaugural Advisory Board-Current

Leadership Palm Beach County Focus Graduate of 2005

- a. Focus Committee 2012
- b. Focus Committee Co-Chair 2013

Leadership Palm Beach County Graduate of 2011

Literacy Coalition of Palm Beach County Board of
Directors

Pahokee Housing Authority Commissioner 1990-1996

Palm Beach County Take Stock in Children

Pahokee Rotary Club-President

Belle Glade Lions Club

PROFESSIONAL MEMBERSHIPS

Pahokee Chamber of Commerce

Belle Glade Chamber of Commerce

Florida Rural Health Association

Hispanic Chamber of PBC

International Leadership Association

National Rural Health Association

National Society of Hispanics

Palms West Chamber

Chamber of the Palm Beaches

State of Florida Notary Public

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

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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: November 5, 2013 To: September 30, 2016

Seat Requirement: Resident: west of 20 Mile Bend Seat #: 9

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other

Completion of term to expire on: September 30, 2016

*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: Chamblee Sandra Gove
Last First Middle

Occupation/Affiliation: Retired

Owner Employee Officer

Business Name: _____

Business Address: _____

City & State _____ Zip Code: _____

Residence Address: 1045 Tabit Road,

City & State Belle Glade, FL Zip Code: 33430

Home Phone: () none Business Phone: () none Ext. _____

Cell Phone: (561) 449-6042 Fax: () none

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

(Attach Additional Sheet(s), if necessary)

OR NONE

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

 x By watching the training program on the Web, DVD or VHS
 By attending a live presentation given on _____, 20____

AND

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

*Applicant's Signature: Sandra B. Chamblee Printed Name: Sandra B. Chamblee Date: 8-21-13

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

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Rubette Burdick Date: 9/9/2013

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:

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: [Signature] Date: 9/19/13

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:
 Commissioner's Signature: [Signature] Date: 9/16/13

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

SANDRA GOVE CHAMBLEE

Home
1045 Tabit Road
Belle Glade, FL 33430
Phone 561-449-6042
Email: Sandrachamblee@ymail.com

Glades Health Initiative, Inc
Retired

PROFILE

Born: Eustis, Florida 1940
Residence: Belle Glade, Florida, 1947-current
Education:

- Primary & Secondary Education, Belle Glade, FL
- Florida State University, Tallahassee, FL 1959
- Numerous health-related seminars acceptable as continuing education units, 1977-current

Marital Status: Widow
References: Furnished upon request

HONORS

Belle Glade Citizen of the Year 1980
Farm Bureau Farm Family of the Year 1994
Women of Distinction Award, March of Dimes 2006
Palm Beach County Medical Society Heroes In Medicine Award 2007
Families First, The Harriot Goldstein Children's Day Award 2010
Arc of the Glades Founders Award 2013

PROFESSIONAL EXPERIENCE

Glades Health Survey 1997-2000,
Program Administrator for an HIV/TB study conducted by the Centers for Disease Control and Prevention (C.D.C.).
Glades Health Initiative 2000 to 2010
Executive Director for a Community Based Organization that provides HIV/AIDS Prevention Services. These services include free HIV tests using Orasure and Community HIV Prevention Education to youth and adults. Comprehensive Risk Counseling Services for HIV Positive/Negative individuals has been provided.

COMMUNITY INVOLVEMENT

Member First Baptist Church of Belle Glade since 1949
PEO Sisterhood Chapter AG Belle Glade 1974-current
Beta Sigma Phi Sorority, Xi Zeta Mu Chapter Belle Glade 1964-current

Community and Public Health Activities

- I. Palm Beach County Health & Human Services Planning Association Board 1990-97
- II. Comprehensive AIDS Program Board of Directors 1990-2001
- III. Palm Beach County Emergency Medical Services Council 1990-93
- IV. Visiting Nurses Association Board of Directors
 - a. *Member 1982-1998*
 - b. *Chairman 1988-90*
- V. Palm Beach County Health Facilities Authority Board of Directors (Appointment by Palm Beach County Commissioners)
 - a. *Member 1988-92*
 - b. *Officer 1990-92*
- VI. Glades Planned Approach to Community Health (PATCH)
 - a. *Member 1985-current*
 - b. *President 1994-97*
 - c. *Chair Health Manpower Committee 1989-1996*
- VII. Association for Retarded Citizens (ARC)
 - a. *Glades Area Founding Board 1977-current*
 - b. *Glades Area Board President 1978-80 and 1992-93 and 2010-2012*
 - c. *Florida Vice President for Membership 1995-1997*
 - d. *Florida Vice President for Administration 1998-1999*
- VIII. Women Involved in Farm Economics (WIFE)
 - a. *Member 1985 through 1998*
 - b. *State of Florida President 1989-92*
 - c. *National WIFE Sugar Commodity Chairman 1990-92 through 1998*
- IX. American Cancer Society
 - a. *Member 1970-Honorary Life Member*
 - b. *President Palm Beach County Unit 1982-84*
 - c. *Member Florida Division ACS Training Committee 1984-1996*
 - d. *Honorary Life Member Board of Directors, Palm Beach County Unit, since 1985*
 - e. *Palm Beach County Unit Nominating Committee Chairman 1995-99*
- X. Glades General Hospital Board, 1977-88; Board Chairman 1979-81, 1983-88
- XI. Palm Beach County Health Care District
 - a. *SW Sub-District Board (Glades General Hospital) 1990-96*
 - b. *SW Sub-District Board Chairman 1990-92, 1994-96*
 - c. *Health Care District Board 1991-92*
- XII. Palm Beach County Commission Advisory Committee on Health and Human Services 1986-current; Chairman 1992-94
- XIII. Palm Beach County Comprehensive AIDS Program (CAP) Board 1990-2001
- XIV. Lake Okeechobee Rural Health Network Board 1995-current; Chairman 1995-96 and 2006-2008
- XV. Palm Beach County Directions Conferences Participant 1985 and 1994
- XVI. Palm Beach County Directions 21st Century Board of Trustees 1995-1997
- XVII. Kellogg Foundation, Fellows Track Leader, Belle Glade, Florida, April 1996
- XVIII. General Federation of Women's Clubs
 1. *Junior Women's Club of Belle Glade 1965-80; President 1969-70*
 2. *Women's Club of Belle Glade 1980-current; President 1980-82, 1986-88, 1992-94, 1996-current*
 3. *Florida Federation of Women's Clubs*
 - a. *Jr. District Director 1974-76*
 - b. *District Director 1984-86*
 - c. *Jr. Home Life Chairman 1986-88*
 - d. *CDC National Award for Best State Preventive Medicine Program 1986-88*
 - e. *State Special Olympics Chairman 1986-88*
 - f. *State Education Chairman 1994-96*
 - g. *State Health Chairman 1996-98*
 - h. *State Protocol Chairman 1998-2000*

XIX. Osteoporosis Prevention and Intervention activities

- a. *Strong Women Inside and Out, Florida Spokeswoman 1997 - 1999*
- b. *State of Florida Department of Health Osteoporosis Council Public Education*
 - a. *Committee 1997-1998*
- c. *National Osteoporosis Foundation Public Policy Leadership Forums -*
 - a. *Washington, D.C. 1997 and 1999*
- d. *Elder Floridians Foundation, *Project Osteoporosis Florida Federation*
 - a. *Chairman 1997 - 1998*
- e. *Woman's Club of Belle Glade - Chairperson of Glades Area Osteoporosis*
 - a. *Screening and Education Day May, 1998*
- f. *Elder Floridians Foundation Board of Directors 1999 through 2000, chairman Board of Directors.*

XX. United Way of Palm Beach County

- a. *Agency Relations Committee 1995-1999*
- b. *Fund Distribution Team Leader 1994-1998*

XXI. Glades Health Survey Board 1996-Aug. 1998

- XXII Leadership Glades Graduate Class of 1999 *Class spokesman*
- a. *Leadership Glades Board of Directors 1999-2007*

XXII. Leadership Palm Beach County participant

Class of 2000

XXIII. Toward a More Perfect Union

Board of Directors 2000 to 2009 (Palm Beach County Race Relations Board)

XXIV. Healthy Start Coalition 2009-current

- XXVI. Palm Beach County HIV Prevention Community Planning Group *2000 -2010*
- Community Co-Chair *2001- 2003, 2008-2010*

XXVII. Glades Community Development Corp.

- a. *Vision to Action and Acting on the Vision 1999*

XXVIII. Board of Directors 211 of PBC and Treasure Coast 2010-Current

XXIX. Board of Directors Minority Development and Empowerment 2010-July 2012

XXX. Board of Directors Florida Community Health Centers 2012-Current

XXI. Lakeside Medical Center, Glades Rural Area Support Board 2012-Current

Publications

J GEN INTERN MED 2003;18:586-588

Integration of a Participatory Research Strategy into a Rural Health Survey

2004 American Journal of Epidemiology, by the Johns Hopkins Bloomberg School of Public Health. Human Immunodeficiency Virus Infection in a Rural Community in the United States

2007 Taylor & Francis

Social organization of sexual-economic networks and the persistence of HIV in a rural area in the USA

Public Health Action 2012 21 March Vol 2 No 1

Sustained reduction in Tuberculosis incidence following a community based participatory intervention.

**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: November 5, 2013 To: September 30, 2016

Seat Requirement: Health Services-Knowledge about System of Care Seat #: 2

*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: Greene Sharon

Occupation/Affiliation: Health Promotion and Education Program Director

Owner Employee Officer

Business Name: Palm Beach County Health Department

Business Address: 800 Clematis Street

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

Residence Address: 5130 E Elmhurst Road

City & State: West Palm Beach, Florida Zip Code: 33460

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

Cell Phone: () _____ Fax: () _____

Email Address: gree4180@bellsouth.net

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No no

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

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

Section II Continued:

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_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

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AND

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*Applicant's Signature: Sharon Greene Printed Name: Sharon Greene Date: 8/15/2013

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{Insert Address Here}

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Paulette Burdick Date: 9/9/2013

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Revised 08/01/2011

Section II Continued:

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{Insert Address Here}

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Paul R. Valocchi Date: 9/16/13

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Revised 08/01/2011

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Rick Scott
Governor

John H. Armstrong, MD, FACS
State Surgeon General & Secretary

Vision: To be the Healthiest State in the Nation

August 15, 2013

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

Dear Mr. Wilkins:

I am interested in serving on the Citizens Advisory Committee on Health & Human Services. I am certain that my 30 years of experience in public health, health promotion, health education, and community health will offer the committee valuable insight to complement the dialogue; and introduce recommendations to support the committee's mission. As a concerned stakeholder, I feel obligated to keep a pulse on the community's needs and share those concerns with the policy and decision makers in our county.

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 and Education Program Director

Florida Department of Health
Palm Beach County
P.O. Box 29, 800 Clematis Street, West Palm Beach, FL 33402
PHONE: 561-671-4081 • FAX: 561-837-5200

www.FloridasHealth.com
www.pbchd.com
TWITTER: HealthyFLA
FACEBOOK: FLDepartmentofHealth
YOUTUBE: fldoh

Sharon Lynette Greene, BS, CHES

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:

Florida Department of Health Palm Beach County •

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

5130-E Elmhurst Road ◆ West Palm Beach, FL 33460 ◆ 561-640-9299 ◆ gree4180@bellsouth.net

Sharon Lynette Greene, BS, CHES

◆ 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. 8th 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

5130-E Elmhurst Road ◆ West Palm Beach, FL 33460 ◆ 561-640-9299 ◆ gree4180@bellsouth.net

Sharon Lynette Greene, BS, CHES

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

5130-E Elmhurst Road ◆ West Palm Beach, FL 33460 ◆ 561-640-9299 ◆ gree4180@bellsouth.net

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)	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/11-09/30/12</u>
<u>R 2013-0528</u>	<u>Community Services/Ryan White</u>	<u>CCSSupport/Specialty Med. Services Coordination</u>	<u>3/1/13-2/28/14</u>

(Attach Additional Sheet(s), if necessary)

OR NONE

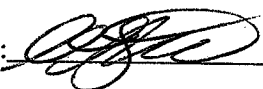
All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the Guide to the Sunshine Amendment prior to appointment/reappointment. Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. 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:  Printed Name: Andrea Stephenson Date: 8/30/2013

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:
 {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



600 SANDTREE DRIVE, SUITE 101
PALM BEACH GARDENS, FL 33403
TEL: 561.844.4220 • FAX: 561.844.3310

August 14, 2013

David Martin Rafaidus, Senior Planner
Department of Community Services
810 Datura Street
West Palm Beach, Florida 33401

Dear Mr. Rafaidus:

Please allow this letter to serve as notification of my interest in serving Palm Beach County as a member of the Citizen's Advisory Council (CAC). As I understand it, the mission of the Citizen's Advisory Committee is to assist the Board of County Commissioners in the assessment of need, planning, implementation and evaluation of a System of Care, as defined within the Palm Beach County Comprehensive Plan - Health and Human Services Element. As the current Executive Director of the Health Council of Southeast Florida (HCSEF) along with my other experience, I believe I could be an asset to and serve appropriately on the CAC.

Just a bit about the organization for which I work, HCSEF is one of eleven private Local Health Planning Councils established by section 408.033 Florida Statutes to conduct regional health planning and implementation activities. We cover a five county service area of Palm Beach and the Treasure Coast including Indian River, Martin, St. Lucie, and Okeechobee counties. HCSEF develops regional health plans containing data, analysis and recommendations that relate to health care status and needs in the community. The recommendations are designed to improve access to health care, reduce disparities in health status, assist state and local governments in the development of sound and rational health care policies, and advocate on behalf of the underserved. HCSEF also studies the impact of various initiatives on the health care system, provides assistance to the public and private sectors, and creates and disseminates materials designed to increase the surrounding communities' understanding of health care issues.

My resume outlining my background and some of my experience is also attached for your reference. Should you have additional questions or need more information as you consider my application, please do not hesitate contacting me at 561.844.4220, ext. 25 or via email at astephenson@hcsf.org.

Thank you kindly for your consideration.

Regards,

Andrea Stephenson, MBA, MHS
Executive Director

PROUDLY SERVING INDIAN RIVER, MARTIN, OKEECHOBEE, PALM BEACH AND ST. LUCIE COUNTIES

ANDREA D. STEPHENSON

4662 Lakeside Circle ♦ West Palm Beach, FL 33417

Landline: 561.689.1406 ♦ Cell: 561.386.4222

Email: stephenson100@hotmail.com

PROFILE

Professional with well-rounded experience in various facets of health and human services and business administration. Experience working with non-profit and grant-making/funding entities.

KEY OPERATIONAL & GENERAL MANAGEMENT QUALIFICATIONS

- ♦ Community Engagement
- ♦ Business Planning
- ♦ Data Analysis
- ♦ Strategic Planning
- ♦ Policy Analysis & Policy Development
- ♦ Market Research
- ♦ Grant Writing
- ♦ Contract Management & Compliance
- ♦ Budget Preparation & Oversight
- ♦ Professional Development & Training
- ♦ Operations
- ♦ Quality Assurance & Quality Improvement

EDUCATION

UNIVERSITY OF FLORIDA

Gainesville, FL

Master of Health Science (M.H.S.), 1994: Concentration in Health Administration

Master of Business Administration (M.B.A.), 1994: Concentration in General Business Administration

Bachelor of Arts in Sociology (B.A.), 1991

PROFESSIONAL EXPERIENCE

HEALTH COUNCIL OF SOUTHEAST FLORIDA

South Florida (Regional)

Executive Director, February 2011 – Present

Responsible for implementation of the Health Council of Southeast Florida's (HCSEF) mission to improve the health of residents in the Palm Beaches and Treasure Coast by promoting access to quality health and human services. HCSEF is one of eleven local health planning councils in the state, and is defined in Florida State Statute 408.033. Health Councils are broadly responsible for health planning activities, including:

- ♦ Developing local health plans;
- ♦ Supporting the state's certificate of need process (CON);
- ♦ Collecting data and conducting analyses and studies related to health care needs in the region, with special focus on vulnerable populations;
- ♦ Partnering with the state to plan for services at the local level for people living with HIV/AIDS;
- ♦ Promoting public awareness of community health needs; and
- ♦ Advising and assisting state and local governments in the development of health plans.

STRATEGIC PARTNERS CONSULTING

South Florida (Regional)

Independent Consultant, October 2008 – February 2011

Engaged in various projects in the health and human service sector. Areas of practice included:

- ♦ Process Improvement: Quality Assurance/Quality Improvement
- ♦ Program Management and support with local/regional health foundations

- ◆ Training & Professional Development
- ◆ Program Development
- ◆ Strategic Planning
- ◆ Evaluation
- ◆ Cultural Competency & Language Access

CHILDREN'S SERVICES COUNCIL OF P.B. COUNTY **Boynton Beach, FL**

Director, Family & Community Division, February 2008 – September 2008

Senior management and leadership role responsible for programs and services supporting the mission of the organization's Family & Community Division. Managed departmental and programmatic budget of \$20M.

Major Accomplishments:

- ◆ Led division in developing a plan to support the Early Childhood System of Care with focus on improving health outcomes for pregnant women and children ages 0 – 5.
- ◆ Proposed several cost-cutting measures that resulted in more than \$1M savings for the agency.
- ◆ Effectively transitioned division after organizational restructure.

Operations Manager, Family & Community Division, July 2007 – February 2008

Leadership role responsible for the day-to-day management and oversight of operations of large division. Supervised program staff and ensured program compliance and continuous quality improvement for Family & Community Division. Participated in and engaged key stakeholders in strategic planning processes for agency.

Major Accomplishments:

- ◆ Lead effort to critically assess indirect cost rates for provider agencies.
- ◆ Developed and implemented key measures of accountability for internal processes.
- ◆ Operationalized various protocols, policies and external compliance requirements.

GLADES INITIATIVE

Belle Glade, FL

Executive Director, January 2002 – July 2007

Responsible for implementation of the Glades Initiative's mission to improve the health and human conditions of residents in the far western area of Palm Beach County. Identified critical issues and needs affecting the health and human conditions of residents. Developed and fostered collaborative relationships among health & human service providers. Strengthened the operational and governance infrastructures of member organizations. Developed and implemented sustainable solutions/effective responses to the needs as identified. Facilitated a localized approach to addressing systemic problems and issues.

Major Accomplishments:

- ◆ Sustained momentum among members and key stakeholders for development of common eligibility system for health and human services.
- ◆ Garnered financial resources and stakeholder buy-in for development of countywide language access system to promote the provision of linguistically & culturally appropriate health and human services
- ◆ Developed direct service program model, Glades Medication Assistance Program (GMAP), to address identified "gap" in service as identified by constituents and providers.
- ◆ Developed branding & marketing strategies
- ◆ Quadrupled operating budget within 5 years.

HEALTH MANAGEMENT SYSTEMS

West Palm Beach, FL

Consultant, September 2000 – August 2001

- ◆ Provided consulting services to hospitals and health systems in the area of data planning, data interfacing and software implementation.
- ◆ Facilitated process for development of direct and overhead cost models.
- ◆ Provided education and training to end-users on decision support system.

STATE OF FLORIDA

AGENCY FOR HEALTH CARE ADMINISTRATION

Tallahassee, FL

Senior Health Policy Analyst, March 1998 – September 2000

- ◆ Conducted studies that contributed to policy decision-making process and legislative efforts of the Agency.
- ◆ Utilized large database, i.e., hospitals' financial database and statewide inpatient discharge database for studies and special reports.
- ◆ Prepared executive briefings on a variety of health care issues, e.g., Medicare, Medicaid, the impact of the Balanced Budget Act of 1997.
- ◆ Represented the Agency to constituents, legislators and other stakeholders on pertinent health care policy and regulatory issues.
- ◆ Facilitated and participated in planning/evaluation of new and existing programs and initiatives.

Health Care Program Analyst, March 1997 – March 1998

- ◆ Developed and implemented operational policies for new provider relations unit.
- ◆ Trained new provider relations staff in operational procedures.
- ◆ Designed and maintained comprehensive provider network database.
- ◆ Automated several operational functions, e.g. tracking of credentialing process, credentialing committee reports.
- ◆ Conducted cost-benefit analyses for data/information acquisition methods.

Sr. Human Services Program Specialist, October 1996 – March 1997

- ◆ Designed workflow process of new provider relations unit for the MediPass program.
- ◆ Systemized the new providers' enrollment and existing providers' reenrollment activities for MediPass.
- ◆ Operationalized credentialing program for Medicaid providers enrolled in the MediPass program.
- ◆ Developed and implemented several quality improvement initiatives, e.g. local/ hardcopy provider files, facilitating changes to provider database.

FLORIDA HOSPITAL ASSOCIATION

Orlando, FL

Director of Health Care Data Services, March 1995 – July 1996

- ◆ Directed data analyses efforts for reports and special studies on a variety of health issues.
- ◆ Represented the FHA to member hospitals and health systems, legislators, state regulators on several key issues. Represented member hospitals' interests to the National Commission on Quality Assurance (NCQA) and the Joint Commission on the Accreditation of Health Care Organizations (JCAHO).
- ◆ Developed monthly report series on children's health-related issues.
- ◆ Produced reports and special studies of variety of health care issues. Sale of reports and studies generated revenues for FHAMC, the for-profit subsidiary of FHA.
- ◆ Coordinated FHA's member hospitals' participation in pilot studies – quality indicator project and infection control indicator project.

SHANDS HOSPITAL AT THE UNIVERSITY OF FLORIDA **Gainesville, FL**

Administrative Fellow, May 1994 – March 1995 (1-year appointment)

Administrative Resident, May 1993 – May 1994 (1-year appointment)

OTHER EXPERIENCE

BARRY UNIVERSITY **Palm Beach Gardens, FL**

Adjunct Professor, Health Services Administration, Spring 2007 – Current

- ◆ Provide academic instruction to non-traditional undergraduate students.
- ◆ Prepare lecture material, develop supplemental learning materials, and recruit guest lecturers.

FLORIDA A & M UNIVERSITY **Tallahassee, FL**

Adjunct Professor, Health Services Administration, Fall 1997 – Spring 2000

- ◆ Provided academic instruction to undergraduate students in Health Services Administration.
- ◆ Prepared all lecture materials and developed supplemental learning materials.

PUBLICATIONS

- ◆ "Health Planning and Policy Issues for the Hispanic Population", AHCA Health Policy Issue Brief, September 1998.
- ◆ "Medical Information on the Internet", The Florida Health Care Journal, pp. 65 – 71. January 2000.

COMMUNITY INVOLVEMENT & VOLUNTEERISM

- ◆ Housing Partnership of Palm Beach County – Board Member (2013 – present)
- ◆ Palm Healthcare Foundation – Board of Trustees (2011 – present)
- ◆ United Way of Palm Beach County – Community Impact Committee (2012 – present)
- ◆ Diabetes Coalition of Palm Beach County – Data & Resources Committee Chair (2012 – present)
- ◆ Leadership Palm Beach County – Class of 2005
- ◆ Area Agency on Aging – Board Member (2005 – 2008)
- ◆ American Red Cross – Disaster Recovery Volunteer (trained in 2004)

AWARDS & RECOGNITION

- ◆ Top 25 Most Influential Women in Business (2011)
- ◆ Top 25 Most Powerful Black Professionals (2012)
- ◆ *Success South Florida* – "Top 40 Black Professionals Under 40" (2006)
- ◆ *Who's Who In Black South Florida* (2007)
- ◆ Palm Beach County Medical Society – Heroes In Medicine Award (Community Involvement) (2005)



600 SANDTREE DRIVE, SUITE 101
PALM BEACH GARDENS, FL 33403
TEL: 561.844.4220 ♦ FAX: 561.844.3310

The Health Council of Southeast Florida (HCSEF) is one of eleven private Local Health Planning Councils established by section 408.033 Florida Statutes to conduct regional health planning and implementation activities. We cover a five county service area of Palm Beach and the Treasure Coast including Indian River, Martin, St. Lucie, and Okeechobee counties. HCSEF develops regional health plans containing data, analysis and recommendations that relate to health care status and needs in the community. The recommendations are designed to improve access to health care, reduce disparities in health status, assist state and local governments in the development of sound and rational health care policies, and advocate on behalf of the underserved. HCSEF studies the impact of various initiatives on the health care system, provides assistance to the public and private sectors, and creates and disseminates materials designed to increase the surrounding communities' understanding of health care issues.

Mission

Improve the health of residents of the Palm Beaches and Treasure Coast by promoting access to quality health and human services.

Vision

The Health Council of Southeast Florida is the region's leading advocate for optimal access to health care through using our collective knowledge, experience and commitment in health planning, research and program development.

Select Work & Initiatives

Navigate PBC

The goal of Navigate PBC is to improve navigation of the health and human services system in the area and enhance linkage to necessary services. This initiative strengthens the eligibility system in Palm Beach County, resulting in improved access to care for residents of the County. The Alliance was developed in response to the national and substantial need for resources to help residents navigate the various aspects of the health and human services available in the County. The initiative creates a forum for professional development, training, collaboration, sharing of ideas and promotion of consistency in processes for individuals and organizations working with the system.

Florida KidCare

Through Florida KidCare, the State provides health insurance for children. HCSEF works with the State as a Regional Navigator of the program, partnering with community organizations in Palm Beach County and the Treasure Coast to provide information assistance sites (CAAS) to help families obtain health insurance for children through the program.

PBC Counts

HCSEF is the oversight organization for the five counts (PBC Counts) website. The website provides data, information and insight on a wide range of health care issues that matter to the Palm Beach County community. Policy makers, professionals, and community members use this free website to access data, analyze trends, and build custom dashboards and reports of local data. PBC Counts also provides information on county-level programs and policies, and other information concerning the health care system.

Fetal & Infant Mortality Review (FIMR)

FIMR is a process of community review that identifies factors and issues that affect infant mortality and morbidity. The review examines social, economic, cultural, safety and health system factors associated with fetal and infant mortality and morbidity. The information then informs planning for possible changes or enhancements to the current systems of care.

Ryan White—Services/Support for HIV/AIDS

HCSEF works with the Palm Beach County Department of Community Services and Palm Beach County Health Department to provide a coordinated system of medical and medical support services for individuals living with HIV/AIDS. The Council closely collaborates with the County to ensure there is seamless access to medical care and supportive services. In addition, HCSEF works to ensure quality of care and services that are provided in a way to maximize health outcomes.

PROUDLY SERVING INDIAN RIVER, MARTIN, OKEECHOBEE, PALM BEACH AND ST. LUCIE COUNTIES

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: November 5, 2013 To: September 30, 2016

Seat Requirement: Knowledge of System of Care for HHS 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: n/a

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: HALPERIN PATRICK JOSEPH
Last First Middle

Occupation/Affiliation: LAW ENFORCEMENT / MENTAL HEALTH
Owner Employee Officer

Business Name: PALM BEACH COUNTY SHERIFF'S OFFICE

Business Address: 3228 GOLF CLUB RD.

City & State: WEST PALM BEACH, FL. Zip Code: 33406

Residence Address: _____

City & State: _____ Zip Code: _____

Home Phone: () _____ Business Phone: 561 688-464 Ext.

Cell Phone: 317 320-2337 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

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

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

Revised 08/01/2011

W/A [Signature]

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>
<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.

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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: Patrick J. Halperin Printed Name: PATRICK J. HALPERIN Date: 8-14-13

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

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: _____ Date: _____

August 14, 2013
3228 Gun Club Road
West Palm Beach, Fl. 33406
561-688-4404

Mr. David Rafaidus, Senior Planner
PALM BEACH COUNTY BOARD OF COMMISSIONERS
Department of Community Services
810 Datura Street
West Palm Beach, Fl. 33401

Dear Mr. Rafaidus,

In a response to an honorable opportunity, I am expressing my interest in serving on the Citizens Advisory Committee on Health and Human Services. I am currently serving in an *ex-officio* capacity and feel that my background and experience would strongly contribute to the mission of the Committee to provide thoughtful guidance to the Board.

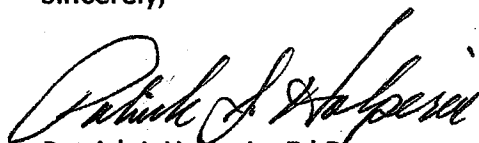
I have always embraced the theory that a successful society is dependent on the synergistic combining of private and public resources in order to produce an environment in which dignified survival is a mandate. Over the years of serving on the Committee, this appears to be the Boards direction and I would like to assist in this noble endeavor.

I have submitted my resume for your review. Of note are many activities supporting the community in a non-professional capacity such as Alzheimer's Community Care; Kiwanis; city, county and state advisory boards; and various charities. Professionally I have had the privilege of employment with some of the finest consulting firms in the world as well as some of the largest and best government agencies.

It is my hope that you see my education as a work in progress in order to bring knowledge and experience in focus for each of these tasks. To that end my Ed.D. was completed at Loyola University in Chicago and I am now attending Lynn University (where I also function as an adjunct Professor of Criminal Justice) seeking a masters in clinical psychology.

Thank you for entertaining my candidacy for this appointment. I am available to provide any additional information needed.

Sincerely,



Patrick J. Halperin, Ed.D.

Encl: Resume

Experience

April 2007 – Present PALM BEACH COUNTY SHERIFF'S OFFICE, FL.

Law Enforcement Operations

- Operations research and analysis
- Labor Relations -Developing union mandated promotional exams.
- COMPSTAT Administrator - Accountability/Oversight for operations
- Operations management, inspections, standards, and planning.
- Worked with private sector infrastructures to develop integrated asset security plans which are coordinated with overall homeland security problems.
- Analyze intelligence information and coordinate with investigative agencies.

2006 COUNTRYWIDE LENDING Oakbrook Ter., IL.

Account Executive

- Mortgage Lending

1993–2009 JUSTICE RESEARCH INSTITUTE Chicago, IL.

President

- Implemented national training program for criminal justice agencies to assist with their development of human resources deployment.
- Conducted surveys of several criminal justice agencies including security studies for the physical facilities of the Cook & Will county sheriffs offices. This included reviewing the security needs for the court and jail units and implementing changes to enhance their safety while permitting reasonable access.
- Developed publishing capability including treatise on police scheduling.
- Developing new police scheduling system for Chicago Police Department.
- Conducted international education projects by bringing students to foreign countries to study criminal justice systems for comparative analysis.

1991–2006 CHICAGO POLICE DEPARTMENT Chicago, IL.

Detective

- Violent Crimes Special Victims Unit – Investigate domestic violence incidents including crimes against children and the elderly.
- Federal Task Force – directed to investigate narcotics inventory thefts within the Chicago Police Department.

Police Agent – Internal Affairs – Special Investigations Unit –

- Investigate criminal and administrative violations including public integrity matters.
- Coordinate with local state and federal agencies investigating department members

Tactical Officer – Plain clothes and under cover operations directed toward street gangs, drugs, guns and violent crimes.

Patrol Officer

1983-1984 COOPERS & LYBRAND Chicago, IL.

Regional Manager of Government Consulting

- Developed and implemented marketing program for eight state region.
- Prepared project proposals and performed consulting activities.
- Served on internal national criminal justice committee to identify current and future trends in security and criminal justice matters.

1977-Present PATRICK HALPERIN & ASSOC. Chicago, IL.

President-Private Consulting Practice

- Transportation Consulting – Intermodal rating, reciprocity, prorated, operations reviews, international, federal and state regulations.
- Provided consulting services including contract management in health research, education and information systems.
- Criminal justice and government administrative studies.

1973-1977 STATE OF ILLINOIS

Assistant Secretary of State

- Operational head of three divisions including Information technology/operations review, state archives/records management, and state library.
- Developed systems for law enforcement coordination and transportation.
- Internal operations reviews and organizational analysis services.

1971-1973 CITY OF CHICAGO

Director of Operational and Information Services - Department of Water and Sewers, Chief Systems Engineer - City Data Center.

- Staff advisor to the commissioner.
- Managed and administered data systems services
- Directed operational reviews of service bureaus.

1969-1971 TOUCHE ROSS AND COMPANY

Consultant

- Developed local and state criminal justice systems for five states and local government agencies. Developed information systems plans including operational modifications for corrections in five states.
- Conducted financial and operations audits of large corporate clients including insurance, retailing, and government.

Education

- 2013- Attending Lynn University Boca Raton
MS. Clinical Psychology
- 2002-2006 Loyola University Chicago
Ed.D., Curriculum and Instruction
Dissertation – *Anti-Terrorism Practitioner Protocol*
- 1995-1997 Governors State University University
Park, IL.
M.A., Sociology/Criminology

- 1977-1980 American International University Phoenix, AZ.
Ph.D., Public Administration
M.A., Public Administration
- 1971-1975 Eastern Illinois University Charleston, IL.
BA-BOG Management/Criminology

Teaching

1997-1978 Adjunct Oakton Community College Skokie, IL.

1988-2010 Gust Lecturer Loyola Chicago

2007-2010 Adjunct Lewis University Romeoville, IL.

Courses designed:

- COMMUNITY CORRECTIONS - Stevens, Dennis J., 2006, *Community corrections-an applied approach*, Pearson Education, Upper Saddle River, NJ.
- COMPARATIVE CRIMINAL JUSTICE SYSTEMS - Dammer, H. R. and Fairchild, E., 2006, Wadsworth.

2007-2010 Adjunct Capella University Minneapolis, MN.

Courses Designed:

- CRIMINOLOGY - Siegel, L., 2006, *Criminology*, Thompson, CA.
- CRIMINAL JUSTICE STATISTICS - Multiple texts.

2008 (Fall) Adjunct University of Illinois Chicago - Comparative CJ Systems

2013-curr. Adjunct Lynn University - Boca Raton - Criminal Justice Courses

Associations and Committees

- Board Member *Alzheimer Community Care* PBC
- Executive Board *Transition from Jail to Community* project.
- *Ex officio* Palm Beach County Citizens Advisory Committee on Health Human and Services
- Former Commissioner/Vice-Chair Florida Retirement Board
- International Association of Chiefs of Police
- Florida Sheriffs Association
- Former President and Board Member of West Side WPD Kiwanis Club
- Member Illinois Attorney General Transition Committee - 2004.
- Member Illinois Academy of Criminology. 1992-2007
- Former member and chair, Cook County Board of Corrections.
- Committee member Implementation of Office of State Comptroller
- Former chair of Cook County Advisory Committee on Criminal Justice.
- Former committee member Illinois Law Enforcement Commission- Information Systems.
- Former Deputy Commissioner of Police - Monee, Illinois.
- Former member Sheriff's advisory committee - Will County.
- Attended FBI National Training Conference - Anti-Terrorism 2005.
- Certified Law Enforcement Officer in Illinois and Florida.



PALM BEACH COUNTY, FLORIDA

CITIZENS ADVISORY COMMITTEE ON HEALTH & HUMAN SERVICES

Membership & Appointment Date Information

<u>SEAT:</u>	<u>CURRENT MEMBER:</u>	<u>APPOINT DATE:</u>	<u>EXPIRE DATE:</u>
1.	John Bartosek	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.	Christine Koehn, Ph.D.	12/18/2012	09/30/2015
5.	Katrina Granger	12/18/2012	09/30/2015
6.	Elizabeth Hernandez Cayson, 2 nd 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.	Chief Deputy Michael G. Gauger	12/18/2012	09/30/2015
11.	Pamela Gionfriddo	11/15/2011	09/30/2014

CAC COMMITTEE MEMBERS
ATTENDANCE COMPLIANCE TRACKING FORM – TALLIED JANUARY, 2013 to December, 2013
Citizens Advisory Committee on Health and Human Services

CAC MEMBERS and EX-OFFICIO MEMBERS	JAN Regular 1-24-13	FEB Regular 2-14-13	MAR Regular 3-14-13	APR Regular 4-11-13	MAY Regular 5-9-13	JUNE Regular 6-13-13	JULY Regular 7-11-13	AUG Regular 8-8-13	SEPT Regular 9-12-13	OCT Regular 10-10-13	NOV Regular 11-14-13	DEC. Regular 12-12-13
NICHOLS, Nate (Seat 2)	Yes	Yes	Yes	Yes	Yes	Yes	No Meeting	Yes	Yes			
COX GERLOCK, Dr. Barbara (Chair / Seat 3)	Yes	Yes	Yes	Yes	Yes	Yes	No Meeting	Yes	Yes			
GRANGER, Katrina (Seat 5)	Yes	Yes	Yes	Yes	Yes		No Meeting	Yes	Yes			
BARTOSEK, John (Seat 1)	Yes	Yes	Yes	Yes	Yes		No Meeting	Yes	Yes			
KOEHN, Dr. Christine (Seat 4)		Yes	Yes	Yes	Yes	Yes	No Meeting	Yes	Yes			
HERNANDEZ CAYSON, Elizabeth (2nd Vice Chair - Seat 8)		Yes	Yes	Yes	Yes	Yes	No Meeting	Yes	Yes			
JACOBOWITZ, Barbara (Seat 7)	Yes	Yes		Yes	Yes	Yes	No Meeting	Yes	Yes			
GALETA, Dr. Richard (Seat 6 / League of Cities)	Yes	Yes		Yes	Yes		No Meeting	Yes	Yes			
CHAMBLEE, Sandra (Seat 9 / Glades Rep.)	Yes	Yes	Yes	Yes		Yes	No Meeting	Yes				
GAUGER, Chief Deputy Michael (1st Vice Chair - Seat 10)	Yes		Yes	Yes	Yes		No Meeting	Yes	Yes			
GIONFRIDDO, Pamela (Seat 11)	Yes	Yes	Yes	Yes	Yes	Yes	No Meeting	Yes	Yes			

dated on 9/13/2013 by DMR



DRAFT MEETING MINUTES

COMMITTEE: Citizens Advisory Committee on Health and Human Services (CAC/HHS)

MEETING DATE and TIME: September 12, 2013 at 9:00 a.m.

MEETING LOCATION: Palm Beach County, Department of Community Services – Basement Conference Room (West), 810 Datura Street, West Palm Beach, Florida 33401

PERSON PRESIDING: Dr. Barbara Cox Gerlock, Chair

REGULAR MEMBERS IN ATTENDANCE: Dr. Barbara Cox Gerlock, *Chair*, Chief Deputy Michael Gauger, *1st Vice Chair* Elizabeth Cayson Hernandez *Chair*, *2nd Vice Chair*, Nate Nichols, Barbara Jacobowitz, Pamela Gionfriddo, Dr. Christine Koehn, and, John Bartosek, Dr. Richard Galeta, and Katrina Granger

REGULAR MEMBERS ABSENT: Sandra Chamblee (Glades Representative)

EX-OFFICIO MEMBERS IN ATTENDANCE: Sharon Greene, Dr. Patrick Halperin, Edward Holloway

OTHERS IN ATTENDANCE: Channell Wilkins, Tammy Fields, Renee Constantino, David Rafaidus, Seth Bernstein (Boys Town)

CHAIR COMMENTS

Dr. Cox Gerlock thanked Committee members and staff for attending the meeting.

A special recognition announcement and plaque was presented to Nate Nichols in recognition of his leadership, dedication and contributions with the Citizens Advisory Committee on Health & Human Services.

CONSENT ACTIONS OF MEETING

Agenda Item: Agenda Approval. Motion by Dr. Galeta. Second by Katrina Granger

Discussion: None.

Action Taken: Agenda approved and adopted by unanimous vote.

ACTIONS OF MEETING

Agenda Item: *3.A. Adoption of August 8, 2013 CAC Regular Committee Meeting Minutes*

Action Taken: Motion to approve by Dr. Galeta. Second by Elizabeth Hernandez Cayson. Minutes were approved and adopted by unanimous vote.

ACTIONS OF MEETING

Agenda Item: *3.B. CAC Membership Sub - Committee Report (Chief Deputy Michael Gauger)*

Chief Deputy Michael Gauger informed the committee that the Membership Sub-Committee met on August 15th, 2013. The meeting was held based on comments and directions stated at the August 8, 2013 CAC/HHS Regular Committee meeting.

Committee members received in their packet or at the meeting the following information:

- List of current CAC membership with their corresponding: title, seat #, service category, ethnicity/sex and expiration dates
- Resolution R2001-0913
- Proposed modifications to Resolution R2001-0913
- List of applications to review from:
 - Elizabeth Hernandez Cayson
 - Sandra Chamblee
 - Barbara Cox Gerlock
 - Sharon Greene
 - Patrick Halperin
 - Andrea Stephenson

Currently there are four (4) CAC positions (Seat #2, #3, #6 and Seat #9) that will expire on September 30, 2013. Seats #2, #3 and #6 are "at large" seats. Seat #9 must be a resident west of 20 Mile Bend. Barbara Cox Gerlock (Seat #3) is seeking reappointment. Elizabeth Hernandez Cayson (Seat #6) is seeking reappointment. Sandra Chamblee (Seat #9) is seeking reappointment as the resident west of 20 Mile Bend. Nate Nichols (Seat #2) is not seeking reappointment.

Discussion occurred about how future CAC members should be aware of the various health & human services (HHS) funding sources in Palm Beach County, their knowledge about HHS system of care components and their overall participation or involvement with CAC issues.

Additional comments were expressed about:

- Committee member knowledge or experience with the HHS Element & Indicator Report,
- Expertise in key HHS Service Categories or topic areas,
- Future topics that the CAC may experience,
- Diversity,
- Need to have ex-officio members gradually become CAC/HHS members,

- Partnerships with HHS organizations and funders; and,
- Possibly updating the Resolution.

Committee members expressed that they reviewed all the applications and stated that all of them were very well qualified if appointed to the CAC.

Mr. Rafaidus indicated that the Board of County Commissioners have final disposition concerning CAC/HHS appointments. Additionally, he mentioned committee criteria listed within Section 4. Membership of Resolution R2001-0912. Some of the criteria are:

- 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; and,
- One member shall be a resident west of the 20 mile bend

Additionally, discussion ensued related to the issue of research, improving the system of care by people working and coordinating together, by improving efficiency and by obtaining input, data, involvement and support with various community agencies in Palm Beach County. This all lead to the importance of having individuals such as Dr. Halperin, Andreas Stephenson and others acting in an "ex-officio member" capacity to work on CAC/HHS sub-committees and elevate the visibility of projects and outcomes that the CAC is expecting to accomplish in the future. It also provides a platform for "ex-officio members" to be seriously considered for upcoming CAC/HHS membership.

The Sub-Committee made the following four (4) recommendations:

1. **Reappoint Elizabeth Hernandez Cayson, Barbara Cox Gerlock and Sandra Chamblee to the Citizens Advisory Committee on Health & Human Services**
2. **Appoint Sharon Greene to the Citizens Advisory Committee on Health & Human Services.**
3. **Appoint Dr. Patrick Halperin & Andrea Stephenson to the Citizens Advisory Committee on Health & Human Services as ex-officio members.**
4. **Amend Resolution R2001-0913 Section 4: Membership to state that at least one member of the CAC shall be a representative of the Palm Beach County Health Department.**

Action Taken: Motion by Dr. Galeta to recommend to the BCC that they re-appoint Elizabeth Hernandez Cayson, Dr. Cox Gerlock and Sandra Chamblee as members of the CAC/HHS and to appoint Sharon Greene as a new member. Second by Barbara Jacobowitz. Motion was approved by unanimous vote.

ACTIONS OF MEETING

Agenda Item: 3C. *Modifications to CAC/HHS Resolution R2001-0913 (Tammy Fields & David Rafaidus)*

Ms. Fields informed the Committee that the purpose of amending Resolution R2001-0913 is to more clearly define the Committee's roles and responsibility and bring the Resolution into compliance with the Board of County Commissioners' uniform policies and procedures on advisory boards. The

proposed Resolution brings all of these changes into one document and provides for clarity of function for the CAC. It also includes modifications recommended by the CAC.

She has worked with David and other key personnel in County Administration in reviewing and drafting the document.

The CAC reviewed the proposed Resolution.

Action Taken: Motion by Chief Deputy Gauger to recommend to the BCC that they amend Resolution R2001-0913 as presented. Second by Dr. Galeta. Motion was approved by unanimous vote.

ACTIONS OF MEETING

Agenda Item: 3.D. Indicator Report & Palm Beach County Counts Portal (Channell Wilkins & David Rafaidus)

Mr. Rafaidus distributed information on how to access the PBC Counts Portal website. Committee members were encouraged to visit the portal and view new features and information that has been posted.

Considerable discussion about the relationship of the Portal with the PBC Indicator Report ensued. David Rafaidus mentioned how proposed amendments to the CAC Resolution and HHS Element & future Indicator Reports are related. Several Committee members would like to have some data and indicators available on a neighborhood level, geographic area and zip code level so that County programs and services can be more directly positioned for better outcomes. Having "real time" information is important. It is also important to be able to create reports that reflect an indicator to the BCC and CAC that they can easily understand. It is anticipated that creation of reports and the level of detail contained within the Annual Reports, Indicator Reports, dashboards, etc... will continuously evolve. This is a long term project.

Channell Wilkins mentioned that having "real time" information involves additional funding and is also contingent on future county budget issues, availability of data, collaboration and type of indicator.

Committee members requested that a live presentation using PBC Portal features be presented on October 10, 2013.

ACTIONS OF MEETING

Agenda Item: 3.E. CAC Annual Report – Subcommittee Report (Dr. Barbara Cox Gerlock)

Dr. Cox Gerlock mentioned that the Annual Report would contain a section about the history of FAA funding over time, show demographic information and will mention what both the staff, CAC and BCC are trying to accomplish. This will hopefully frame a picture of what has occurred in PBC and

assist in developing partnerships with other entities (especially how it relates to the silos of funding and data that exist within various organizations).

Correlation of the Annual Report with the purpose and mission of the Resolution & HHS Element is important. Having a strong Indicator Report will assist in directing future planning efforts.

Public input will be sought as well and Nate Nichols volunteered to continue participating in this endeavor.

Draft documents may start occurring after October, 10th.

After Jon, Channel & Renee review the proposed work plan/time line and provide their approval; staff will proceed with implementing the designated activities.

OTHER BUSINESS

- Sandra Chamblee was nominated for the ATHENA award
 - Dr. Barbara Cox Gerlock will be representing the CAC/HHS at the "State of the Child & Young Adults Symposium" which is scheduled to be held on September 25th at the Palm Beach County Convention Center. The goal is sharing information and identifying action and programs that support the development of children. There will be round table discussion and additional room for staff and others to attend outside the table
 - On November 18, 2013 there will be a mandatory meeting involving all Financially Assisted Agencies.
 - Renee Constantino gave a brief status report on the processing of FAA contracts
 - Pamela Gionfriddo distributed a copy of the Mental Health Association newsletter and upcoming events.
 - David Rafaidus, Dr. Galeta, Nate Nichols & Dr. Halperin were invited by Chief Deputy Michael Gauger to attend a graduation ceremony being held at the Dyson Circle clubhouse. The ceremony recognized children in the community that participated with the Sheriff's department neighborhood revitalization program and awarded them with diplomas.
-

ACTIONS OF MEETING

Agenda Item: Meeting Adjournment. Motion by Nate Nichols. Second by Katrina Granger.

Discussion: None.

Action Taken: The meeting was adjourned by unanimous vote.

POTENTIAL FUTURE AGENDA ITEMS:

- Palm Beach County Indicator Report and Portal (October 10, 2013)
 - Hunger/Food Issues in Palm Beach County – Status Report (Perry Borman and Task Force)
-

DATE OF NEXT REGULAR MEETINGS: October 10, 2013

DATE OF NEXT EXECUTIVE MEETINGS: October 24, 2013

THESE MINUTES APPROVED AND ADOPTED by the CAC Regular Committee on October 10, 2013

_____, CHAIR _____

revised by dmr 09/23/2013

DRAFT