

3A-1

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

BOARD APPOINTMENT SUMMARY

Meeting Date: NOVEMBER 19, 2013
Advisory Board: WORKFORCE ALLIANCE, INC.

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve: The appointment of Ms. Kelly Sobolewski to the Workforce Alliance, Inc. Board of Directors for the period November 19, 2013 through November 18, 2016.

Nominee/ Appointment	Seat No.	Term	Area of Representation	Nominated By
Kelly Sobolewski	11	From 11/19/13 Through 11/18/16	Private Sector	Business Development Board of Palm Beach County, Inc.

Summary: The membership of Workforce Alliance, Inc. conforms to the requirements of the Workforce Investment Act (WIA) of 1998, and the Workforce Innovation Act of 2000. Policy for this item is defined in R2007-1220 Agreement between Palm Beach County, Florida (County) and Workforce Alliance, Inc. dated July 10, 2007. Per this Agreement, 17 private sector member appointments shall be made by County. The Workforce Investment Act of 1998 requests that an emphasis be placed on Chief Executive Officers or highest level of management positions for both community and business sector appointments. The Workforce Alliance, Inc. Board of Directors is comprised of a minimum of 35 members as determined from time to time by the Board of Directors with representatives of business in the local area who are owners of businesses, local educational entities, labor organizations, community-based organizations, economic development agencies, one-stop partners. Countywide (TKF)

Background and Justification: Public Law 105-220 (WIA 1998) Section 117 (b) (4) states that a majority of the members of the local board shall be representatives of business in the local area who are owners, chief executives or operating officers, and other business executives, or employers with optimum policy making or hiring authority; or represent businesses with employment opportunities that reflect the employment opportunities of the local area. Policy for this item is defined in Article 9. a.i. of Document (R2007-1220) an Interlocal Agreement between Palm Beach County and the Cities of Delray Beach, Palm Beach Gardens, and South Bay.

Existing diversity makeup of the Workforce Alliance, Inc. Board of Director's is as follows: 50% Male Caucasian; 23% Female Caucasian; 9% Male African-American; 9% Female African-American and 9% Male Hispanic American.

Attachments:

1. Workforce Alliance, Inc. Board Membership Roster
2. Palm Beach County Board of County Commissioners Boards/Committees Application
3. Letter of Nomination Business Development Board of Palm Beach County, Inc.

Recommended by: Steve Craig 10-28-13
 Department Director Steve Craig Date
 President/CEO Workforce Alliance, Inc.

Legal Sufficiency: [Signature] 10-29-13
 Assistant County Attorney Date

ATTACHMENT 1

**WORKFORCE ALLIANCE, INC.
BOARD MEMBERSHIP ROSTER**

NAME	NOMINATING ORGANIZATION
1. James S. Titcomb (Chair)	Chamber of Commerce of the Palm Beaches
2. Amy Dean	Chamber of Commerce of the Palm Beaches
3. Charlene Szabo	Veterans Administration VA Medical Center West Palm Beach
4. Christopher G. Cothran	Business Development Board of Palm Beach County, Inc.
5. Christopher M. Perez	The Academy
6. Commissioner Priscilla Taylor	Chief Elected Local Official And Consortium
7. David H. Talley	Chamber of Commerce of the Palm Beaches
8. Dennis Gallon	Palm Beach State College
9. Dennis Miles	Florida Department of Children and Families
10. Dorothy Ellington	Delray Beach Housing Authority
11. Dwight Mattingly	Palm Beach / Treasure Coast AFL/CIO
12. Eduardo Gruvman	Nutrition S'Mart
13. Elio Patino	Experience Works
14. Gaetana Ebbole	Children's Services Council
15. George T. Elmore	Economic Council of Palm Beach County
16. James J. Martini	Business Development Board of Palm Beach County, Inc.
17. Javin Walker	Consortium City of South Bay Appointment Representing Private Sector Businesses
18. Jay DiPietro	Economic Council of Palm Beach County
19. Kelly Smallridge	The Business Development Board
20. Kenneth Kirby	Consortium City of Palm Beach Gardens Appointment Representing Private Sector Businesses
21. Kimberly K. Lea	Keiser University
22. Laurie George	Chamber of Commerce of the Palm Beaches
23. Lois Monroe	Farmworker Coordinating Council of Palm Beach, Inc.
24. Mark H. Bryan	Consortium City of Delray Beach Appointment Representing Private Sector Businesses
25. Mary L. Watford	Florida Department of Education
26. Mel Coleman	Nova Southeastern University
27. Michael J. Faby	Dyadic International, Inc.
28. Peter J. Applefield	Palm Beach Chamber of Commerce
29. Richard Radcliffe	Palm Beach County League of Cities
30. Robert Brewster	Cornerstone Solutions/Job Corps OA/CTS South Florida
31. Roger Hudspeth II	Palm Beach / Treasure Coast AFL/CIO
32. Steven M. Parrish	Chamber of Commerce of the Palm Beaches
33. Troy McLellan	Greater Boca Raton Chamber of Commerce
34. Wayne Gent	School Board of Palm Beach County

**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: Workforce Alliance, Inc. Advisory Not Advisory
 At Large Appointment or District Appointment /District #: _____
Term of Appointment: THREE Years. From: _____ To: _____
Seat Requirement: _____ Seat #: _____
 *Reappointment or New Appointment
or to complete the term of _____ Due to: resignation other
Completion of term to expire on: _____

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: 0

Section II (Applicant): (Please Print)
APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Sobolewski Kelly S
Last First Middle
Occupation/Affiliation: Market Manager / Bank of America
Owner Employee Officer
Business Name: Bank of America
Business Address: 625 N. Flagler Drive – 10th Floor
City & State West Palm Beach, FL Zip Code: 33401
Residence Address: 3461 Elizabeth Street
City & State Jupiter, Florida Zip Code: 33458
Home Phone: (561) 324-9857 Business Phone: (561) 838-2351 Ext. _____
Cell Phone: (561) 324-9857 Fax: (904) 312-6391
Email Address: Kelly.s.sobolewski@bankofamerica.com

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No
If Yes, state the court, nature of offense, disposition of case and date: _____

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

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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

(Attach Additional Sheet(s), if necessary)

OR NONE

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

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

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

AND

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

*Applicant's Signature: Kelly Sobolewski Printed Name: Kelly Sobolewski Date: September 6, 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:
ATTN: Sharon Brea, Contracts Manager, Workforce Alliance, Inc.
315 South Dixie Highway, Suite 102, West Palm Beach, Florida 33401

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: _____ Date: _____



Kelly Sobolewski
SVP, Market Manager Palm Beach County

Kelly Sobolewski, is the Market Manager for Bank of America in Palm Beach County. In her current role, Kelly provides support through the local delivery channel for a host of key business partners who provide resources that are delivered to critical constituencies in the local markets, including the Foundation, Community Impact, Public Policy and others. Directly and through her team, she works closely with community organizations and market leadership teams to implement the Bank's local charitable giving strategy and sponsorships, aimed at impacting brand strength and market share.

Kelly has 17 years of experience in the financial services industry with Bank of America Corporation and its predecessors, including Fleet Bank, Quick and Reilly, Banc of America Investment Services and US Trust.

Kelly currently sits on the executive board of directors as Vice-Chair for the Education Foundation of Palm Beach County She is also a member of Executive Women of Palm Beach County, Forum Club of the Palm Beaches and Leadership Palm Beach Class of 2015. Kelly resides in Jupiter with her husband.

Kelly S. Sobolewski

3461 Elizabeth Street | Jupiter, FL 33458
(561)324-9857 | ksobolew@aol.com

SUMMARY

I have always taken pride in my straightforward approach to business as well as my ability to communicate with management and colleagues at all levels. I possess strong research skills, reflecting detail-orientation, accuracy, and an aptitude for handling multiple tasks and prioritizing appropriately. I have a commitment to ongoing professional development, a strong background in media relations, marketing communications and working in the non-profit sector.

EDUCATION

State University of New York at Cobleskill
Walt Disney World Management Training Program

WORK EXPERIENCE

Bank of America

SVP, Palm Beach County Market Manager

- Provide support through the local delivery channel for a host of key business partners who provide resources that need to be delivered to critical constituencies in the local markets, including the Foundation, Community Impact, Public Policy and others.
- Create and manage strategic and tactical delivery of the Bank of America Foundation at the local level, which leverages charitable giving to enhance relationships and provide philanthropic support to the brand.
- Focus on core areas within our Corporate Social Responsibility platform, including responsible business practices; environmental sustainability; strengthening local communities with a focus on housing, hunger and jobs; investing in global leadership development; and engaging through arts and culture.

Bank of America

SVP, Community Relations Manager Palm Beach County

- Worked closely with community organizations and the market's leadership team to implement the Bank's local charitable giving strategy and sponsorships, aimed at impacting brand strength and market share.
- Performed diverse, advanced and confidential marketing support functions for the Local Market Delivery team -- the group responsible for the execution of the company's Corporate Social Responsibility in Palm Beach County.

Bank of America

Market Development Manager

- Created and managed strategic and tactical delivery of the Bank of America Foundation at the local level, which leveraged charitable giving to enhance relationships and provide philanthropic support to the brand.
- Reviewed, planned, coordinated and delivered market-wide sponsorships
- Helped connect associates to civic and business organizations to leverage business development and brand support opportunities

Bank of America Private Wealth Management

Market President Network Support

- Assisted Market Executive with day to day activities within the Private Bank
- Managed budget for the Private Bank and Market President budgets
- Grant processing / plan charitable giving meetings on a quarterly basis
- Acted as a Bank Ambassador while representing Bank of America in our community
- Sport and Event Ticket management

Banc of America Investment Services, Inc.

Sales Assistant

- Worked with senior management - travel, reporting, day to day requests
- Facilitated monthly meetings and event planning
- Responsible for accounts payable, technology requests, ordering, managing our P&L
- Handled client complaints

Empire BC/BS**Account Manager**

- Managed corporate accounts with over 50 employees to meet group health insurance needs
- Developed proposals with our underwriting department and presented the proposals to board members and management team.

Medical Manager Corporation/WebMD**Account Manager**

- Educated physicians and hospital staff to effectively submit their claims electronically to insurance companies.
- Marketed Electronic Data Interface (EDI) modules to physicians and hospitals across Northeast
- Coordinated training seminars for hospital staff throughout Northeast to demonstrate our newest upgrades and services.

Bank of America**Consumer Bank**

- Handled customer banking transactions
- Investment referrals
- Maintained and balanced the branch ATM
- Cross-sell bank products

PROFESSIONAL AFFILIATIONS

2013 South Florida Business Journal Top 25 Most Influential Women

Children's Home Society Child Advocate of the Year

Education Foundation of Palm Beach County – Vice Chair, Executive Board

Cultural Council of Palm Beach County Board Member (just completed 3-year term)

Housing Leadership Council of Palm Beach County Board Member (just completed 3-year term)

Executive Women of Palm Beach County

Forum Club of the Palm Beaches

Chamber of Commerce of the Palm Beaches

Greater Boca Raton Chamber of Commerce

Business Development Board of Palm Beach County

Kravis Center for Performing Arts Corporate Partners Executive Committee

Palm Beach County Education Funders Forum Leadership Development Task Force

Palm Beach County Education Funders Forum Career Academies and Career Pathways Task Force

Florida Philanthropic Network

Partners in Progress

Palm Beach County Board of County Commissioners

Board of Advisor Members

Aerojet Rocketdyne
Bank of America
BB&T
Caron and Hanley Treatment Centers
Celedinas Insurance Group
Equestrian Sport Productions, LLC
First Park South Florida
Florida Blue
Florida Crystals Corporation
Florida Power & Light Company
FTI Consulting, Inc.
GeoGlobal Partners/GMJ Holdings
Gunster
Hardrives, Inc.
HCA Palm Beach Hospitals – JFK,
Palms West and West Palm Hospitals
JP Morgan Chase
LRP Publications
McGladrey
Nova Southeastern University
Ocean Via Realty LLC
Palm Beach Aggregates, Inc.
Plastridge Insurance Agency
PNC Bank
Pratt & Whitney
South Florida Business Journal
TD Bank
Templeton & Company
Wells Fargo & Company
Workforce Alliance, Inc.



Palm Beach County's
Economic Development Resource

October 21, 2013

Mr. Steve Craig, President/Chief Executive Officer
Workforce Alliance, Inc.
1951 North Military Trail, Suite D
West Palm Beach, Florida 33409

RE: Nomination Ms. Kelly Sobolewski Workforce Alliance Board of Directors

Dear Steve,

On behalf of the Business Development Board of Palm Beach County, Inc., I am recommending Ms. Kelly Sobolewski's appointment to serve on the Workforce Alliance, Inc. Board of Directors.

Ms. Sobolewski is extremely knowledgeable of the issues and concerns of Palm Beach County and we feel she will be an asset to your organization. It is our belief Workforce Alliance, Inc. will benefit greatly from her knowledge and experience. We believe she is a qualified appointment to this important leadership role.

Sincerely,

A handwritten signature in black ink that reads "Kelly Smallridge".

Kelly Smallridge
President/CEO

Corporate Members

1st United Bank
ADT
Alpern Rosenthal
Anderson-Moore Construction Corp.
B/E Aerospace, Inc.
Baron Sign Manufacturing
Behavioral Health of the Palm Beaches, Inc.
Blackstone Property Management
Broad and Cassel
Caier, Denten, Levine, Cohen,
Porter & Veil, P.A.
Compson Associates, Inc.
Concurrent Technologies
DoubleTree Hotel in the Gardens
Duane Morris LLP
Engineered Tax Services
Ernst & Young LLP
ESPN West Palm
Fifth Third Bank
Florida Public Utilities Company
Fox Rothschild LLP
Frenchman's Creek Beach & Country Club
Garda Cash Logistics
Greenspoon Marder, P.A.
Gulfstream Business Bank
HedgeCo. Networks
Hedrick Brothers Construction Co., Inc.
IBERIABANK
International Polo Club Palm Beach
Israel A. Englander & Co., LLC
Kaufman, Rossin & Co.
Keolis Transit America
Lesser, Lesser, Landy & Smith, PLLC
Lockheed Martin Corporation
Locus Traxx
Managed Citrus, Inc./Callery-Judge Grove
Meridian Point Consulting, LLC
Moss & Associates
NCCI
PGA National Resort & Spa
Regions Bank
Rendina Companies
Republic Services
Sabadell United Bank
SBA Communications Corporation
Signature Court Reporting, Inc.
Suffolk Construction Company, SE Region