

PALM BEACH COUNTY
BOARD of COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY

Meeting Date: December 17, 2013

Department: Internal Auditor's Office

Advisory Board: Internal Audit Committee

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to Appoint: L. Marc Cohn as the Alternate Member to serve on Internal Audit Committee for the remainder of a three year term ending September 30, 2016.

Summary: The Palm Beach County Internal Audit Committee ordinance was revised November 19, 2013 to provide for five regular members and one alternate member appointed at large by the BCC. At the September 10, 2013 BCC meeting, the Board directed staff to revise the ordinance to incorporate an alternate member for the committee and suggested Mr. Cohn serve as the alternate member once that position was established in the ordinance. Countywide (PFK)

Background and Justification: The Audit Committee was established in August, 1987 by resolution R-87-1226. Ordinance 2010-006, adopted March 23, 2010, established a new five member audit committee consisting of individuals who are independent of the County organization and have experience in business or finance; government accounting, auditing, operations or financial management; or other relevant experience. Ordinance 2013-030, adopted November 25, 2013, added an alternate member to the existing five members. The Internal Audit Committee was established for the purpose of assisting the Palm Beach County Board of County Commissioners in fulfilling its oversight and governance responsibilities of county operations and providing advice and recommendations to the County Internal Auditor. The membership of the Internal Audit Committee will consist of four white males, one Asian-American male and one African-American female after this appointment.

Attachments:
Audit committee background and current membership list
Application with resume for Mr. Cohn

Recommended by:	<u>Joseph F. Bergeron</u>	<u>4 Dec 2013</u>
	Internal Auditor	Date
Recommended by:	<u>Paul F. Fe...</u>	<u>12/15/13</u>
	Assistant County Attorney	Date

PALM BEACH COUNTY INTERNAL AUDIT COMMITTEE

BOARD APPOINTMENT APPLICATION BACKGROUND INFORMATION

The Committee was established by Ordinance 2010-006 adopted March 23, 2010 and revised by Ordinance 2013-030 adopted November 25, 2013. Section 4 – Composition of the Ordinance establishes the membership requirements and composition of the Committee. The Section reads as follows:

- A. The Internal Audit Committee shall be composed of five members, and one alternate member, appointed by the BCC and shall not include any county commissioners as members. The alternate member may only participate and vote when another member is absent from a committee meeting.
- B. All members shall be citizens of Palm Beach County, independent of elected and appointed county officials and employees, and not employed in any capacity by the BCC or by an entity subject to audit by the County Internal Auditor.
- C. Membership of the Internal Audit Committee will be to the greatest extent possible representative of the community-at-large and reflect the racial, gender and ethnic make-up of the community.
- D. The members' terms shall be three years and staggered so that the Internal Audit Committee annually includes a new member and members with one and two years of service. The members terms shall begin on October 1st and end on September 30th.
- E. Each member shall serve no more than three consecutive full terms. Any vacancy occurring during a term shall be filled for the unexpired portion of the term and shall not count towards the member's term limits. Members must reside in the County at the time of appointment and while serving of the committee.
- F. Committee members shall have experience in business or finance; government accounting, auditing, operations or financial management; or other relevant experience.
- G. The chair of the Internal Audit Committee will be elected by the members of the Internal Audit Committee to serve a single two year term.

Current composition of the Committee is:

- Seat 1 Sandra Close Turnquest, African-American female
- Seat 2 David Rosenstein, Caucasian, male
- Seat 3 Mark Burger, CPA, Chair, Caucasian, male
- Seat 4 Nam Nguyen, CPA, Vice-Chair, Asian-American, male
- Seat 5 Alan Friedberg, PhD., Caucasian, male

Committee meeting schedule:

- The Ordinance requires the Committee to meet at least quarterly.
- The Committee currently meets on the third Wednesday of March, June, September and December. Additional meetings are scheduled as necessary.

Conflict Memoranda:

- None have been filed by any member since establishment of the Committee in August 2010.

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

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

Section I (Department): (Please Print)

Board Name: Audit Committee Advisory Not Advisory

At Large Appointment or District Appointment / District #: _____

Term of Appointment: 3 Years. From: 12-17-13 To: 9-30-16

Seat Requirement: _____ Seat #: ALTERNATE

*Reappointment or New Appointment

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

Completion of term to expire on: _____

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

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Cohn L. (Lee) Marc
Last First Middle

Occupation/Affiliation: Mortgage and Real Estate Broker/ Custom Financial, LLC

Owner Employee Officer

Business Name: Custom Financial, LLC

Business Address: 135 Sedona Way

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

Residence Address: 135 Sedona Way

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

Home Phone: (561) 630-7892 Business Phone: (561) 624-8187 Ext. _____

Cell Phone: (240) 687-2391 Fax: (561) 624-8187

Email Address: Lmcohn301@aol.com

Mailing Address Preference: Business Residence

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

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

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

Section II Continued:

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

(Attach Additional Sheet(s), if necessary)

OR NONE

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

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

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

AND

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

*Applicant's Signature: L. Marc Cohn Printed Name: L Marc Cohn Date: July 16, 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: [Signature] Date: 7/22/13

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

Revised 08/01/2011

RESUME OF: L Marc Cohn
135 Sedona Way
Palm Beach Gardens, FL 33418

For the last 31 years I have been employed in the Real Estate and Mortgage Brokering business both here in south Florida and in the Mid-Atlantic States. For the last 18 years I have owned my own firm, Custom Financial, LLC, primarily concentrating on the origination of both commercial and residential mortgages.

For the 12 years prior, I worked for two stock exchange listed companies, Marriott Corporation and American Management Systems, in their corporate accounting departments. With American Management Systems, I also had responsibility for the Treasurer functions and Shareholders Relations. For the 2 years prior, which was immediately after graduating college, I started my accounting career by working for a CPA firm in the Baltimore area.

I graduated from the University of Maryland with a degree in Business Administration with a major in Accounting. I also took graduate level courses in Finance at American University in Washington, DC.

Community Involvement:

- Member of the Palm Beach Gardens Budget Advisory Committee, named Chair for two years and currently serve as Vice Chair
- Elected to a 4 year term in 2010 to the Board of Supervisors of the Northern Palm Beach County Improvement District
- Member of the Northern Palm Beach County Chamber of Commerce and a member of the Government Affairs Committee, also serving as Committee Chair in 2011
- Member of the PGA Corridor Association
- Treasurer of the Mirabella HOA for 6 years (2006-2011) – a 492 unit community with a \$2.0 million Budget
- Member of the Forum Club
- Member of the Economic Forum
- Member of the Board of Temple Judea for 7 years (2005-2011) and Chair of the Finance Committee for 2 years