

6A-1

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

BOARD APPOINTMENT SUMMARY

Meeting Date: April 15, 2014

Department: PUBLIC SAFETY

Advisory Board: Emergency Medical Services Advisory Council

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to: Approve an At-Large appointment of one of the following individuals to the Emergency Medical Services Advisory Council (EMS Council) for the term from April 15, 2014 to September 30, 2015.

Nominee	Seat#	Seat Requirement	Recommended by:
Margaret Neddo	#2	ER Nurses Forum	Mayor Taylor Comm. Burdick

-OR-

Margaret Steele	#2	ER Nurses Forum	Comm. Valeche Comm. Vana
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Summary: Per Resolution (2014-0100), the Board of County Commissioners approved a representative make-up of the Emergency Medical Services Council to include twenty (20) members. Thirteen (13) members are representatives of the various components of the EMS system with specific requirements and seven (7) members are Commission District Consumer appointments. A memo was sent to all Board members on March 6, 2014 seeking nominations for the above at-large seat. **Countywide (PGE).**

Background and Justification: The purpose of the EMS Council is to provide recommendations for improving Emergency Medical Services in Palm Beach County. The diversity of the current board members is as follows: 1 black male, 13 white males and 2 white females.

Attachments:

1. Memo to BCC requesting nominations
2. Board/Committee Applications, Ethics Acknowledgements, and Resumes of each nominee
3. List of current members
4. Resolution R-2014-0100

Recommended by:

Vincent J. Bonvento
Department Director

3/25/14
Date

Legal Sufficiency:

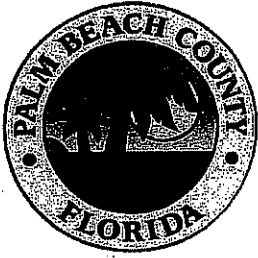
Samuel E. Eddy
Assistant County Attorney

3/31/14
Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director



Department of Public Safety
Division of Emergency Management
20 S. Military Trail
West Palm Beach, FL 33415
(561) 712-6400
Fax: (561) 712-6467
www.pbcgov.com

**Palm Beach County
Board of County
Commissioners**
Priscilla A. Taylor, Mayor
Paulette Burdick, Vice Mayor
Hal R. Valeche
Shelley Vana
Steven L. Abrams
Mary Lou Berger
Jess R. Santamaria

County Administrator
Robert Weisman

*"An Equal Opportunity
Affirmative Action Employer"*

TO: The Honorable Mayor Priscilla A. Taylor, Chair
and Members of the Board of County Commissioners

FROM: *for* Vince Bonvento, Asst. County Administrator
Director, Public Safety Department

DATE: March 6, 2014

Stephanie Sepioha

RE: **Appointment to the Emergency Medical Services
Council "At Large" Seat #2 - ER Nurses Forum**

The purpose of this memo is to request an appointment for the "At Large" Seat #2 ER Nurses Forum seat on the Emergency Medical Services Advisory Council (EMS Council). This seat became vacant due to the former nominee being removed due to lack of attendance.

The EMS Council is composed of twenty (20) members. Thirteen (13) are appointed at-large and seven (7) are District appointments. The purpose of the Council is to advise and make recommendations to the Board of County Commissioners regarding Emergency Medical Services.

Per Resolution R-2014-0100, there are specific requirements for this seat which includes employment as an Emergency Room Nurse in a Palm Beach County Hospital. There are currently two (2) nominees for this seat to be considered by the Board. You can either support one of the current nominees or submit an alternative name, provided the nominee meets the specific seat requirement.

Attached are the Board Information forms and resumes. A copy of Resolution R-2014-0100 is also included for informational purposes. Please forward your recommendation to us at your earliest convenience. Your recommendation will then be placed on the April 15th, 2014 Board of County Commissioners meeting agenda.

Should you have questions, please contact Lynette Schurter at 561.712.6696.

:ls

Attachments

Attachment # 1

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

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

Section I (Department): (Please Print)

Board Name: Emergency Medical Services Advisory Council Advisory ☒ Not Advisory ☐

☒ At Large Appointment or ☐ District Appointment /District #: _____

Term of Appointment: _____ Years. From: 4/15/14 To: 9/30/15

Seat Requirement: ER Nurses Forum Seat #: 2

☐ *Reappointment or ☐ New Appointment

or ☒ to complete the term of Tressa Harris-Jones Due to: ☐ resignation ☒ other

Completion of term to expire on: 9/30/15

***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: Neddo Margaret
Last First Middle

Occupation/Affiliation: Registered Nurse/Director of Emergency Services

Owner ☐ Employee ☒ Officer ☐

Business Name: West Boca Medical Center

Business Address: 21644 State Road 7

City & State Boca Raton, FL Zip Code: 33428

Residence Address: 2899 Northside Dr.

City & State Lantana, FL Zip Code: 33462

Home Phone: (561) Business Phone: (561) 218-8491 Ext. _____

Cell Phone: (561) 386-0661 Fax: (561) 883-7049

Email Address: Margaret.Neddo@tenethealth.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

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: Margaret Reddy Printed Name: Margaret Reddy Date: 2-13-14

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:
Lynette Schurter, Palm Beach County Emergency Management
20 S. Military Trail, West Palm Beach, FL 33415

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: [Signature] Date: 3/13/14

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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OR ☒ NONE

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☐ 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: Margaret Neddo Printed Name: Margaret Neddo Date: 2-18-14

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:
Lynette Schurter, Palm Beach County Emergency Management
20 S. Military Trail, West Palm Beach, FL 33415

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Paula Burdick Date: 3-17-2014

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

Revised 08/01/2011

Margaret Neddo, RN MSN

2899 Northside Drive, Lantana, FL 33462

Cell: (561) 386-0661; Email: Margaret.Neddo@tenethealth.com

EDUCATION

Masters of Science in Nursing, Graduated 2011

Florida Atlantic University, Boca Raton, FL.

Clinical Nurse Leader

Cumulative GPA 3.96

Bachelor of Science in Nursing, Graduated 2008

Nova Southeastern University, Fort Lauderdale, FL.

Cumulative GPA 3.9

Associate of Science in Nursing, Graduated 1990

Palm Beach Community College, Lake Worth, FL.

Cumulative GPA 4.0

EMPLOYMENT HISTORY

Tenet Healthcare Florida

1983 - Present

West Boca Medical Center, Boca Raton, FL

2010 - Present

Director of Emergency Services

- Lead on Pediatric ER Renovation
- Implemented Paramedic position in Triage
- Through-put initiation R/T patient flow
- Established immediate bedding for ER patients
- #1 PSMS scores in South Florida Region over 6 month period
- Implemented sepsis screening & protocol
- Developed InQuicker.com for WBMC & holds highest volume in Region
- Assisted in development of Disaster policies & procedures facility wide
- Participated in negotiating facility wide Union contract
- Implementation of CERNER Go Live
- Maintains ongoing relationship building with local EMS
- Manage 60 FTEs

Delray Medical Center, Delray Beach FL

2006 - 2008

Interim Director of Emergency Services

- Project Manager for complete ED physical plant renovation
- Project Manager for EDIS (Med Host) Implementation
- Managed 75 FTEs

Clinical Manager of Emergency Services

2002 - 2006 & 2008 - 2010

- Initiated process for successful cardiac and stroke designation
- Initiated process for successful Chest Pain Center Accreditation
- Initiated ED process for successful JCAHO Stroke Accreditation
- Champion for C2Q initiative which focused on patient TAT, LOS, and through-put
- Leader in improving ED patient satisfaction scores evidenced by HCAPS survey

- Enhanced processes to yield 43% increase in employee satisfaction
- Consistently met departmental/organizational core measure goals
- Maintained 100% compliance with completion of evaluation
- Member of Mentor Subcommittee for Versant Residency Program
- Provided quarterly EMS lectures at DMC
- Responsible for planning and implementing Outreach programs with local EMS and community
- Established and fostered working relationships with local EMS and ED personnel
- Worked collaboratively on a monthly basis with local EMS on QI processes for Cardiac and Stroke Alerts
- Participated monthly with local EMS at ED Nurses Forum for Palm Beach County
- Participated in Quarterly Fire Council meeting held at PBCC for Palm Beach County

Assistant Nurse Manager of Emergency Services

1997 – 2002

- Involved in departmental performance improvement initiatives
- Prepared staff scheduling to optimize operational efficiency
- Directed oversight of registered nurses, ED technicians, secretaries
- Hands-on resuscitation of trauma patients

Staff Nurse of Emergency Department

1983 – 1997

- Patient care of emergency and trauma patients (trauma designation 1991)

CERTIFICATIONS/LICENSURE

- ✓ Basic Life Support - Current
- ✓ Advanced Cardiac Life Support - Current
- ✓ Pediatric Advanced Life Support - Current
- ✓ Trauma Nursing Core Course - Current
- ✓ Emergency Nursing Pediatric Course - Current
- ✓ Florida Registered Nurse - Current

MEMBERSHIPS

- ❖ Member of Healthcare Emergency Response Coalition for Palm Beach County
- ❖ Member of the EMS Provider Council for Palm Beach County
- ❖ Member of the Emergency Department Nurses Forum for Palm Beach County
- ❖ Emergency Nurses Association
- ❖ Chair for Tenet Regional ED Director Committee
- ❖ Member of Sexual Assault Response Team
- ❖ Advisory Committee for Florida Atlantic University
- ❖ Gulf Stream Stroke Coalition
- ❖ Member of DMC Chest Pain Committee
- ❖ Recipient of 2013 Leadership Boca with the Boca Raton Chamber of Commerce

SPECIAL SKILLS

- Proficient in Microsoft Office Applications
- Project Management
- Cultural Change Agent

References available upon request

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BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION**

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or [☒] to complete the term of Tressa Harris-Jones Due to: [☐] resignation [☒] other
Completion of term to expire on: 9/30/15

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Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Steele Margaret
Last First Middle
Occupation/Affiliation: RN, CEN, Nurse Manager Adult ED
Owner ☐ Employee ☒ Officer ☐
Business Name: St. Mary's Medical Center
Business Address: 901 45th St.
City & State West Palm Beach, FL Zip Code: 33407
Residence Address: 14692 67th Trail N.
City & State Palm Beach Gardens, FL Zip Code: 33418
Home Phone: (561) none Business Phone: (561) 882-2831 Ext. _____
Cell Phone: (561) 352-1456 Fax: (561) 881-0977
Email Address: Margaret.Steele@tenethealth.com
Mailing Address Preference: [☐] Business [☒] Residence
Have you ever been convicted of a felony: Yes _____ No X _____
If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: [☐] Male [☒] Female
[☐] Native-American [☐] Hispanic-American [☐] Asian-American [☐] African-American [☒] Caucasian

Section II Continued:

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

(Attach Additional Sheet(s), if necessary)

OR ☒ NONE

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☐ 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: Margaret Steele Printed Name: Margaret Steele Date: 2-24-14

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Return this FORM to:
Lynette Schurter, Palm Beach County Emergency Management
20 S. Military Trail, West Palm Beach, FL 33415

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Karl Valacich Date: 3/25/14

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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_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)

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☐ 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: Margaret Steele Printed Name: Margaret Steele Date: 2-24-14

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:
Lynette Schurter, Palm Beach County Emergency Management
20 S. Military Trail, West Palm Beach, FL 33415

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Shelley Danna

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

Revised 08/01/2011

Margaret Steele RN, CEN
14692 67th Trail N
Palm Beach Gardens, FL, 33418
561-352-1456
Margaret.Steele@tenethealth.com

Objective	To obtain the ER Nurse's seat on the EMS Advisory Council.
Experience	<p>Nurse Manager Adult ER St. Mary's Medical Center, West Palm Beach, FL. November 2009- present</p> <p>Responsible for the everyday operations of a 22 bed ER which treats over 35,000 patients annually and management of 55 employees.</p> <p>Responsibilities include staffing, payroll, data collection, quality assurance, regulatory compliance and community relations.</p> <p>Holds certification in emergency nursing.</p> <p>Sits on many hospital councils and committees.</p>
	<p>Trauma Resuscitation Nurse St. Mary's Medical Center, West Palm Beach, FL. March 1997 – November 2009</p> <p>Assist trauma surgeon with lifesaving interventions for critically injured patients and continued care of these patients while in the Emergency Department.</p> <p>Critical care resource, member of code blue team</p>
Education	<p>Associate Degree Nursing Ashland Community College, Ashland, KY. May 1992</p> <p>University of Phoenix Current BSN student Anticipated graduation April 2015</p>
Organizations	<p>Member of the Society of Trauma Nurses</p> <p>Member of the Emergency Nurses Association</p> <p>Medical chair volunteer last 2 years- Marathon of the Palm Beaches</p> <p>Medical chair volunteer Honda Classic 2011, 2012</p>
References	References are available on request.

**PALM BEACH COUNTY
EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL MEMBERS**

SEAT NO.	NAME/ADDRESS	PHONE #	REQUIREMENT	APPOINTMENT DATE	EXPIRATION DATE
B=Business H = Home C= Cell					
(1)	<u>EMS Division Chief John Treanor</u>		Fire Chiefs	02/04/14	09/30/16
B	Boca Raton Fire Rescue 6500 Congress Ave. #200 Boca Raton, FL 33487	561-982-4033 - B 838-5408 - Fax	Association of PBC-FL, Inc.	(08/15/07) (EMS Educator)	
H	1567 Hollyhock Rd. Wellington, FL 33414 E-mail: <u>jtreaanor@ci.boca-raton.fl.us</u>	753-6005 - H 213-9557 - C			
(2)	OPEN		ER Nurse's Forum		
B		- B			
H		- H - C			
	E-mail:				
(3)	<u>Brooke Liddle, Ass't. Opns. Mgr.</u>	533-5633 - B	Private Ambulance	02/04/14	09/30/16
B	American Medical Response 1105 Barnett Drive, Ste D Lake Worth, FL 33461	Ext. 3009 588-5199 - Fax 248-2331 - C		(11/02/1999)	
H	1148 A Summit Trail Circle West Palm Beach, FL 33415 E-mail: <u>brooke.liddle@amr.net</u>	712-9121 - H			

Revised 02/13/14

Attachment #

3

(4)	<u>Sandra Schwemmer</u> Medical Director/Physician PBC Health Care District 325 Datura St. West Palm Beach, FL 33401	804-5971 - B 632-0548 - C	PBC Health District	02/04/14 09/30/16 (11/01/2011)
B				
H	3577 NW Clubside Cir. Boca Raton, FL 33496 E-mail: sschwemm@hcdpbc.org	999-1270 - H		
(5)	<u>Dr. James Goldenberg</u> Medical Specialists of the PB 140 JFK Dr. Atlantis, FL 33462	968-6767 - B 641-0814 - F	PBC Medical Society, Inc.	02/04/14 09/30/16 (02/04/14)
B				
H	610 N. Lakeside Dr. Lake Worth, FL 33460 E-mail: jgoldenb@ymail.com	640-6213 - H 313-4489 - C		
(6)	<u>Mark Nosacka</u> CEO Good Samaritan Hospital 1309 N. Flagler Dr. West Palm Beach, FL 33401	650-6126 -B 650-6127 - Fax	Economic Council of PBC, Inc.	01/24/12 01/23/14 (8/15/09)
B				
H	3327 Embassy Dr. West Palm Beach, FL 33401 E-mail: mark.nosacka@tenethealth.com	471-3942 - H 267-3136 - C		


Revised -02/13/14

(7)	<u>Dr. Craig Kushnir</u>		ER Physician	04/20/12	04/19/14
B	ER Physician Bethesda Memorial Hospital 815 Seacrest Blvd. Boynton Beach, FL 33465	278-7733 - B Ext. 4659 654-1255 - C		(04/20/10)	
H	356 SE 6 th Ave. Delray Beach, FL 33484 E-mail: Craig123@aol.com				
(8)	<u>Everette Vaughan</u>		EMS Educator	02/04/14	09/30/16
B	Director of EMS Programs, PB Community College 4200 Congress Ave. Lake Worth, FL 33461	868-3873 - B		(02/04/14)	
H	7011 Edgemere Ter. Palm Beach Gardens, FL 33410 E-mail: ehervaghanc@palmbeachstate.edu	723-5263 - C			
(9)	<u>William Quinn</u>		Consumer – District 1	09/10/13	09/09/15
B	Director, Southeast Fla Market S.C.I. Funeral Services of Fla. Inc. 1112 Military Trail Jupiter, FL 33458	719-0499 – B (866) 421-8461 - F		(3/17/09)	
H	96 Scrubjay Dr. Jupiter, FL 33458 E-mail: bill.Quinn@SCI-us.com	741-9800 - H 719-0499 - C			

Revised 02/13/14

(10) H	<u>Phil Shapkin</u> 252 Southampton-C West Palm Beach, FL 33417 E-mail: <u>philbarb252@yahoo.com</u>	686-2086 - H	Consumer - District 2	04/01/12 03/31/14 (02/04/03)
(11) H	<u>Robert Bean</u> 11919 Bald Cypress Lane Lake Worth, FL 33449-1616 E-Mail: <u>bebean@aol.com</u>	790-7833 - H 329-9844 - C	Consumer - District 3	04/01/12 03/31/14 (4/01/08)
(12) B	<u>Dr. Ronald E. Giddens</u> 1616 South Military Trail West Palm Beach, FL 33415 E-mail: <u>Breezerkat@aol.com</u>	968-1234 - B 967-9178 -BF	Consumer - District 4	04/01/12 03/31/14 (12/07/99)
(13)	<u>Lance Berkowitz</u> 6867 Caviro Lane Boynton Beach, FL 33437 E-Mail: <u>rxcaneman@gmail.com</u>	737-3731 - H 443-255-7878 - C	Consumer District 5	08/14/12 08/14/12 (8/14/12)

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(14) B	Elizabeth Cayson (Liz) Community Relations Specialist Health Care District of Palm Beach County 1201 NW Ave L Belle Glade, FL 33430	996-0129 - B Consumer – District 6	09/11/12  08/16/10
H	17505 36 th Ct. N. Loxahatchee, FL 33470 E-mail: Ehernand@hcdpbc.org	784-9795 - H 512-6350 - C mrscayson@netscape.com	
(15) H	Clifford Durden 702 Chatelaine Blvd. East Delray Beach, FL 33445 E-mail: sa45@aol.com	498-7578-H Consumer - District 7	09/10/13 09/09/15 (7/01/03)
(16) B	Dr. Kenneth Scheppke Medical Director/Physician JFK Medical Center 5301 S. Congress Ave. Atlantis, FL 33462	965-7300 – B 436-2291 - C PBC EMS Medical Directors Association	02/04/14 09/30/16 (11/01/11)
H	4480 Riverpines Ct. Tequesta, FL 33469 E-mail: kscheppke@comcast.net	743-9245 – H	

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(17) **B** Fred Angelo, FF/PMD 969-0729 - B Palm Beach County 02/04/14 09/30/16
PBC Council of Fire 969-1059 - F Council of Firefighters (02/04/14)
Fighters & Paramedics 721-5988 - C
2328 S. Congress Ave., #2C
West Palm Beach, FL 33406
E-mail: aangelo@pbcgov.org

H 16428 75th Ave. N. 852-7239- H
Palm Beach Gardens, FL 33418
Mail ADDR: P.O. Box 33034, PBG, FL 33420

(18) **B** OPEN Palm Beach County
Hospital CEO

H

Revised 02/13/14

RESOLUTION NO. 201 4 - 0100

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING RESOLUTION R73-162; AMENDED BY RESOLUTIONS R73-341; R75-814; R77-1093; R77-1133; R85-1073; R89-1086; R90-549; R93- 448 R93-876; R94-154; R99-1396; R2009-0248; R2012-0216; ESTABLISHING AND UPDATING THE UNIFORM POLICIES AND PROCEDURES FOR PALM BEACH COUNTY ADVISORY BOARDS, COMMITTEES, AND COMMISSIONS; PROVIDING FOR CREATION OF THE PALM BEACH COUNTY EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL

WHEREAS it is desirable to repeal Resolution R73-162; amended by Resolutions R73-341; R75-814; R77-1093; R77-1133; R85-1073; R89-1086; R90-549; R93-448; R93-876; R94-154; R99-1396; R2009-0248; R2012-0216; and reestablish up-to-date policies into one all encompassing document which includes specific procedures to ensure compliance with the Board of County Commissioners directives; and

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida, established the Palm Beach County Emergency Medical Services Advisory Council ("Advisory Council") on March 27, 1973; and

WHEREAS, on February 5, 2013, the Board of County Commissioners ("Board") adopted Resolution 2013-0193, establishing uniform policies and procedures for Palm Beach County advisory boards, committees and commissions; and

WHEREAS, there is a need to bring Resolution R73-162, as amended into compliance with the Board of County Commissioners' uniform policies and procedures on advisory boards as provided in Resolution R2013-0193, as may be amended; and

WHEREAS, repealing and replacing Resolution R73-162; amended by Resolutions R73-341; R75-814; R77-1093; R77-1133; R85-1073; R89-1086; R90-549; R93-448; R93-876; R94-154; R99-1396; R2009-0248; R2012-0216, pertaining to the

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Palm Beach County Emergency Medical Services Advisory Council ("Advisory Council"), will simplify future reference.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that:

Section 1. Repeal and Replacement of Prior Resolutions. Resolutions R73-162, R73-341, R75-814, R77-1093, R77-1133, R85-1073, R89-1086, R90-549, R93-448, R93-876, R94-154, R99-1396, R2009-0248, and R2012-0216 are repealed and replaced in their entirety.

Section 2. Creation of the Palm Beach County Emergency Medical Services Advisory Council. There is hereby re-established the Palm Beach County Emergency Medical Services Advisory Council, an Advisory Board, to be known as the "EMS Advisory Council" herein referred to as the "Advisory Council."

Section 3. Advisory Board Membership. The Advisory Council shall be composed of twenty (20) members, seven (7) of whom shall be termed "District" members, thirteen (13) of whom shall be termed "At-Large" members. All members must be residents of Palm Beach County at the time of appointment and while serving on the Advisory Council and shall have such qualifications for office as are hereinafter enumerated. At-Large members shall be appointed by the Board, as a whole, from nominations provided by individual agencies that the members are associated with as well as the County Commissioners. At-Large members shall also possess qualifications for office as hereinafter enumerated. All District members shall serve at the pleasure of the District Commissioner appointing them and may be removed without cause. Similarly, all At-Large members shall serve at the pleasure of the Board and may be removed without cause.

Section 4. Qualifications of Members. Each person nominated for and appointed to the Advisory Council shall possess a favorable reputation within Palm Beach County for experience and expertise in at least one of the following professions or fields:

1. Fire Chief's Association of PBC-FL Inc.,

2. ER Nurse's Forum
3. Private Ambulance Provider, nominated by County Private Ambulance Services Providers.
4. PBC Health Care District - Trauma District
5. PBC Medical Society Inc.- Physician, Emergency Room experience
6. Economic Council of PBC Inc., not to include a hospital representative
7. Emergency Room Physician, open to all County Hospitals
8. EMS Educator from County EMS Training Facilities
9. Palm Beach County Medical Directors
10. Palm Beach County Council of Firefighters
11. Hospital CEO, to be selected by each Independent Hospital Representative and nominated by the BCC.
12. Hospital CEO, to be selected by HCA Hospitals Administrators
13. Hospital CEO, to be selected by TENET Hospitals Administrators
14. Seven (7) "District" members who receive direct services from the EMS Community.

Section 5. Term of Office. Terms of office for Advisory Council members shall be three (3) years. Terms shall begin on October 1st and end on September 30th. Existing member's terms shall end on September 30th of the year in which their term expires. Beginning on or after March 1, 2013, no member shall be appointed or reappointed to the Advisory Council for more than three (3) consecutive three (3) year terms.

Section 6. Removal for lack of Attendance. Members of boards shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three (3) consecutive meetings or a failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall be the same as failure to attend a meeting. Members removed

pursuant to this paragraph shall not continue to serve on the board and such removal shall create a vacancy, unless otherwise provided by statute or other binding rule.

Section 7. Vacancies. Vacancies occurring during a term shall be filled for the unexpired term, and shall not count toward the member's term limits.

Section 8. Conduct of Meeting. A quorum must be present for the conduct of all Advisory Council meetings. A majority of the members appointed shall constitute a quorum. All meetings shall be governed by Robert's Rules of Order.

Section 9. Officers. Officers of the Advisory Council shall consist of a Chair and a Vice Chair who shall be elected by a majority vote of the membership and shall serve for terms of one (1) year. No officer shall serve for more than two (2) consecutive terms and any officer may be removed before the expiration of his term by a two-thirds (2/3) vote of the Advisory Council. The Chair shall preside over the meetings and the Vice Chair shall preside in the absence of the Chair.

Section 10. Meetings. The Advisory Council may meet in regular session once every two (2) months, with the annual meeting for the selection of officers to be in the month of May, or as required, at times and places set by the Advisory Council or as determined by the Chair. Regular meetings shall be set by the Advisory Council at least one (1) calendar month in advance of each meeting. Special meetings of the Advisory Council may be held at the call of the Chair or the Director of Public Safety, provided, however, that forty-eight (48) hours advance notice is given to both the members of the Advisory Council and the public in accordance with Florida Statutes, so that reasonable public notice is provided for all meetings, with same being open to the public at all times.

Section 11. Duties and Responsibilities. It shall be the duty of the Advisory Council to review and make recommendations to the Board or the Director of the Department of Public Safety. Such review and recommendations shall be performed

in a timely manner. Moreover, the Advisory Council may review and make recommendations to the Board on any and all emergency medical services matters coming within the authority and purview of the Board.

Section 12. Staff Cooperation and Support. The staff of the County, including but not limited to, the County Administrator or his designee, the County Attorney or his designee, and the Director of Public Safety, are hereby charged with the responsibility to furnish to the Advisory Council; such records, documents, plans, reports and financial data on emergency services matters which, in the opinion of the Advisory Council, may fulfill the duties required of it hereunder. Secretarial and recording support for the Advisory Council shall be made available by the Department of Public Safety.

Section 13. Appointment of Advisors. The Advisory Council is authorized to seek and secure advice from those who might be of assistance to the Advisory Council; provided, however, that such advice must be obtained without compensation to the advisor.

Section 14. Travel Expenses, Reimbursement and Approval Authority. Members of the Advisory Council shall serve without compensation but may be eligible for travel reimbursement for only those expenses which are incurred for travel outside Palm Beach County which is necessary to fulfill Advisory Council member responsibilities provided sufficient funds have been budgeted and are available as set forth in PPM CW-0-038. No other expenses are reimbursable except documented long distance phone calls to the liaison County department. Any approved travel reimbursement shall be subject to those actual expenses at the rate or rates established by State law and County travel policy. Approval authority for pre-authorized Council member travel is designated to the County Administrator and Deputy County Administrator and shall be in accordance with Countywide Policy and Procedures memoranda (PPM) CW-F-009.

Section 15. Maximum Number of Boards. The maximum number of Boards that an individual member appointed by the Board of County Commissioners may serve on at one time shall be three (3), except that no individual may serve on more than one (1) board, including if doing so would violate Article II, Section 5 (a) of the Florida Constitution which prohibits dual office holding.

Section 16. Qualification as a Candidate. Advisory Council members shall not be prohibited from qualifying as a candidate for elected office.

Section 17. Sunshine Law and State Code of Ethics. The Advisory Council shall comply with the Sunshine Law and State Code of Ethics. Reasonable public notice of all Advisory Council meetings shall be provided. All meetings of the Advisory Council shall be open to the public at all times and minutes shall be taken at each meeting.

Section 18. Palm Beach County Code of Ethics. Advisory Council members are to comply with the applicable provisions of the Palm Beach County Code of Ethics as codified in Section 2-254 through 2-260 of the Palm Beach County Code.

Section 19. Annual Narrative Report. The Advisory Council, and each board listed in PPM CW-O-60, may be amended from time to time and shall submit an annual narrative report to the Agenda Coordinator. The form, substance, and submittal dates for annual narrative reports are established by PPM CW-O-060. An Annual Narrative Report does not have to be submitted if the board is required to submit a report at least quarterly through ordinance, law, or some other legal document.

Section 20. Compliance with Uniform Policy for Advisory Boards and Commissions. This Resolution and the Advisory Council are expressly subject to all uniform policies for advisory boards and commissions as established by the Board pursuant to Resolution 2013-0193, as may be amended. In the event of any conflicts

between this Resolution and any amendments hereto, and the aforesaid Resolution 2013-0193, as may be amended, the latter shall prevail over the former.

Section 21. Effective Date. The provisions of this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by Commissioner Abrams, who moved its adoption. The motion was seconded by Commissioner Vana, and upon being put to a vote, the vote was as follows:

Commissioner Priscilla A. Taylor, Mayor	-	<u>Aye</u>
Commissioner Paulette Burdick, Vice Mayor	-	<u>Aye</u>
Commissioner Hal R. Valeche	-	<u>Aye</u>
Commissioner Shelley Vana	-	<u>Aye</u>
Commissioner Stephen A. Abrams	-	<u>Aye</u>
Commissioner Mary Lou Berger	-	<u>Aye</u>
Commissioner Jess R. Santamaria	-	<u>Aye</u>

The Mayor thereupon declared the Resolution duly passed and adopted this 14th day of January 2014.

PALM BEACH COUNTY, FLORIDA, BY ITS
BOARD OF COUNTY COMMISSIONERS

Sharon R. Bock, Clerk & Comptroller

By: [Signature]
Deputy Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: [Signature]
Assistant County Attorney