

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date: SEPTEMBER 22, 2015

Advisory Board: CAREERSOURCE PALM BEACH COUNTY, INC.

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve: the following appointment to the CareerSource Palm Beach County, Inc. (CareerSource) Youth and Young Adult Outreach Committee ("Youth Council") for the period September 22, 2015 through September 21, 2018:

Nominee/ Appointment	Seat No.	Nominated By
Jennifer W. Pollack	8	Florida Atlantic University Center for Autism and Related Disabilities

Summary: The membership of the CareerSource Youth Council conforms to the requirements of the Workforce Innovation And Opportunity Act (WIOA) of 2014, WIOA Section 107.(b)4(A)(ii) and 20 CFR Parts 676, 677, and 678, Public Law 113-128 and the Workforce Innovation Act of 2000. Per WIOA the local board may designate and direct the activities of standing committees to provide information and to assist the local board in carrying out its activities under WIOA Section 107.(b)4(A). Such standing committees shall be chaired by a member of the local board, may include other members of the local board, and shall include other individuals appointed by the local board who are not members of the local board and who the local board determines have appropriate experience and expertise. At a minimum, the local board may designate a standing committee to provide information and to assist with planning, operational, and other issues relating to the provision of services to youth, which shall include community-based organizations with a demonstrated record of success in serving eligible youth. The Workforce Accountability Act, 445 F.S. approved by the Florida Legislature effective July 1, 2012, requires that CareerSource establish a Youth Council subject to the approval of the Palm Beach County Board of County Commissioners as Chief Elected Official. The CareerSource Youth Council is comprised of 14 members recommended by the CareerSource Board of Directors with representatives appointed in accordance with WIOA. Jennifer W. Pollack was approved by the CareerSource Executive Committee at its August 7, 2015, meeting and by the CareerSource Board of Directors at its August 20, 2015, meeting. Countywide (JB)

Background and Justification: WIOA Section 107.(b)4(A)(ii) and 20 CFR Parts 676, 677, and 678, Public Law 113-128 and the Workforce Innovation Act of 2000. Per WIOA the local board may designate and direct the activities of standing committees to provide information and to assist the local board in carrying out its activities under WIOA Section 107.(b)4(A)(ii). Such standing committees shall be chaired by a member of the local board, may include other members of the local board, and shall include other individuals appointed by the local board who are not members of the local board and who the local board determines have appropriate experience and expertise. At a minimum, the local board may designate a standing committee to provide information and to assist with planning, operational, and other issues relating to the provision of services to youth, which shall include community-based organizations with a demonstrated record of success in serving eligible youth. Policy for this item is defined in Article 9. b.h. of Document (R2007-1220) an Interlocal Agreement between Palm Beach County and the Cities of Delray Beach, Palm Beach Gardens, South Bay and West Palm Beach.

Existing diversity makeup of the CareerSource Youth Council is as follows: 27% Male Caucasian; 13% Female Caucasian; 20% Male African-American; 20% Female African-American; 13% Male Hispanic American and 7% Female Hispanic American.

Attachments:

- 1. Palm Beach County Board of County Commissioners Boards/Committees Application (1)
- 2. Current CareerSource Youth Council Membership

Recommended by: Steve Craig 8-19-15
Department Director Steve Craig Date
President/CEO CareerSource Palm Beach County, Inc.

Legal Sufficiency: James Braden 8/27/15
Assistant County Attorney Date

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

*The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION II IN FULL**. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.*

Section I (Department): (Please Print)

Board Name: CAREERSOURCE PALM BEACH COUNTY, INC. Advisory ☒ Not Advisory ☐
[X] At Large Appointment or [] District Appointment /District #: _____
Term of Appointment: THREE (3) Years. From: 9/22/15 To: 9/21/18
Seat Requirement: Other Individual w/ Youth Experience & Expertise Seat #: 8
[] *Reappointment or [X] 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: Pollack Jennifer W.
Last First Middle
Occupation/Affiliation: Clinical Specialist for Transition
Owner [] Employee [X] Officer []
Business Name: Florida Atlantic University Center for Autism and Related Disabilities
Business Address: 5353 Parkside Drive SR 243
City & State Jupiter, Florida Zip Code: 33431
Residence Address: 7667 Courtyard Run West
City & State Boca Raton, Florida Zip Code: 33433
Home Phone: () N/A Business Phone: 561-212-4203
Cell Phone: () N/A Fax: _____
Email Address: jpollack@fau.edu

Mailing Address Preference: [X] 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 [X] 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.

Contract/Transaction No.	Department/Division	Description of Services	Term
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
(Attach Additional Sheet(s), if necessary)			
OR			
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment. **Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>.** Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

☒ 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 on June 1, 2015
☐ 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: Jennifer Pollack Printed Name: JENNIFER POLLACK Date: 6/11/2015

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, CareerSource Palm Beach County
3400 Belvedere Road, West Palm Beach, Florida 33406

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____
Commissioner's Signature: _____ Date: _____

JENNIFER W. POLLACK

7667 Courtyard Run West Boca Raton, FL 33433 • 561.376.7875 • Jpollack@fau.edu

Strategic and creative leader with expertise in implementing and overseeing social services programs for over a decade.

CLINICAL SPECIALIST FOR TRANSITION

Florida Atlantic University Center for Autism and Related Disabilities, Boca Raton, FL. 2014-present

Consults with families, individuals, businesses, agencies and educational institutions

Develops and delivers trainings on Vocational Rehabilitation, Business Practices, Transition, and Autism

Created the Autism Friendly Business Initiative (featured on the CBS News)

Developed CARD's Strategic Plan for Transition Services

Board Member: South FL Business Leadership Network, Autism Advisory Council for Royal Caribbean International, ScentsAbility Inc.

Conferences and Presentations: Autism Society Conference, RLA Parent Series, Goodwill Supervisor Training

Committees: Council for In Transition Youth, Rural Community Collaborative

VOCATIONAL REHABILITATION SUPERVISOR

Florida Department of Education: Division of Vocational Rehabilitation, West Palm Beach, Florida. 2012-2014

Supervised a team of fourteen counselors and support staff providing services to over 1200 customers

Managed a unit budget of over one million dollars annually

Directed unit operations, created production reports, and ensured unit compliance and quality

Motivated and developed staff to increase production while providing excellent customer service

Coordinated county collaboration efforts with community partners, agencies and educational institutions

Hired and promoted staff while managing personnel documentation

VOCATIONAL REHABILITATION COUNSELOR

Florida Department of Education: Division of Vocational Rehabilitation, Boca Raton, Florida. 2008-2012

Promoted to Senior Counselor in 2011

Provided vocational counseling and case management for 250 individuals with disabilities, primarily students

Interviewed and evaluated applicants to determine eligibility for services

Coordinated client services including job placement, training, evaluations, and assistive technology

Liaison for the School District of Palm Beach County and TPSID transition program

PEER COUNSELING TEACHER

Coral Springs Charter School, Coral Springs, Florida. 2007-2008

Delivered and coordinated a Peer Counseling program for middle and high school students

Developed a counselor education curriculum while supervising student counselors

CHILD PROTECTIVE INVESTIGATOR

Florida Department of Children and Families, Delray Beach, Florida. 2002-2007

Unit Acting Supervisor 2003-2007. Reviewed child abuse cases for quality assurance

Investigated alleged child abuse, neglect, or abandonment of at-risk children in the community

Synthesized stabilization services, crisis counseling and long-term interventions to decrease risk

SELECTED ACCOMPLISHMENTS

Participant on Statewide Mentoring Team, focused on competency development and training, 2013-2014

Facilitator of Succession/Retention Subcommittee focused on mentoring and on-boarding, 2013-2014

Florida Department of Education Area 5 Customer Service Award Recipient 2011

Florida Department of Education Sapphire Award Recipient 2010

VR Area 5 Ingenuity Award Recipient 2009

Pre-Employment Workshop Developer, program became a model for service providers, 2009

M.Ed. in Counselor Education, Florida Atlantic University

Rehabilitation Counseling and Mental Health Counseling Dual-Track Degree

B.A. in Psychology, Earlham College

Nationally Certified Rehabilitation Counselor #00110295

CAREERSOURCE PALM BEACH COUNTY, INC.
YOUTH AND YOUNG ADULT OUTREACH COMMITTEE (“YOUTH COUNCIL”)
MEMBERSHIP

Membership

The Youth Council is a subgroup of the local board whose members are appointed by the local board in cooperation with the Chief Elected Official for the local area. In accordance with the Workforce Innovation And Opportunity Act of 2014 the Youth Council includes:

- **Members of the local board;**
 - *Christopher G. Cothran– Florida Power & Light Company (“FPL”)*
 - *Dorothy Ellington – Delray Beach Housing Authority*
 - *Dr. Genifer Johnson-Jones – Breckinridge School of Nursing and Health Sciences at ITT Technical Institute*
 - *Dr. Mel D. Coleman, Ed. D. – Nova Southeastern University*
 - *Ed Gruvman – Owner/President, Nutrition S’Mart*
 - *Edmund Rosario– Cornerstone Solutions, Job Corps Services Provider*
 - *Mary Watford – Division of Vocational Rehabilitation*
 - *Steven M. Parrish, P.A. – Attorney/Shareholder, Steven M. Parrish, P.A. Esquire*

- **Other individuals appointed by the local board who are not members of the local board and who the local board determines have appropriate experience and expertise**
 - *Anacaona Florentino – former participant*
 - *Dr. Barbara Gerlock – Chair, Circuit 15 Juvenile Justice Advisory Board*
 - *Greg Starling – Florida Department of Juvenile Justice*
 - *James Green– Palm Beach County Youth Services Department*
 - *Peter Licata – School District of Palm Beach County*
 - **Jennifer W. Pollack- Florida Atlantic University Center for Autism and Related Disabilities*

*To be approved September 22, 2015 by the Palm Beach County Board of County Commissioners.