

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date: September 22, 2015

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 October 1, 2015 to September 30, 2018.

<u>Nominee</u>	<u>Seat#</u>	<u>Seat Requirement</u>	<u>Recommended by:</u>
Margaret Neddo	#2	ER Nurses Forum	Commissioner Abrams Commissioner McKinlay Commissioner Taylor
-OR-			
Michael Rich	#2	ER Nurses Forum	Commissioner Burdick Commissioner Taylor
-OR-			
Elissa Noyes	#2	ER Nurses Forum	Mayor Vana

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 August 3, 2015 seeking nominations for the above at-large seat. Countywide (JB)

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: one (1) black male, twelve (12) white males, five (5) white females and two (2) open seats.

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

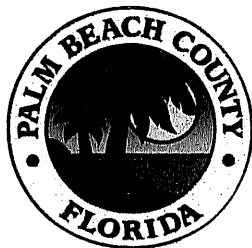
Recommended by: Stephanie Sepinche 8/31/15
for Department Director **Date**

Legal Sufficiency: James Brubaker 9/3/15
Assistant County Attorney **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**

Shelley Vana, Mayor
Mary Lou Berger, Vice Mayor
Hal R. Valeche
Paulette Burdick
Steven L. Abrams
Melissa McKinlay
Priscilla A. Taylor

County Administrator
Robert Weisman

*"An Equal Opportunity
Affirmative Action Employer"*

TO: The Honorable Mayor Shelley Vana and Members of the
Board of County Commissioners

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

DATE: August 3, 2015

RE: Palm Beach County Emergency Medical Services
Council "At Large" Seat #2 – ER Nurses Forum

The purpose of this memo is to request an appointment for the ER Nurses Forum seat on the Emergency Medical Services Council (EMS Council). This seat's term will expire September 30, 2015. The position is currently held by Margaret Neddo who is eligible for reappointment.

The EMS Council is composed of nineteen (19) members. Twelve (12) are appointed at-large and seven (7) are District Consumer appointments. The purpose of the Council is to advise and make recommendations to the Board of County Commissioners regarding Emergency Medical Services.

Per Resolution No. R-2014-0100, there are specific requirements for this seat which includes employment as an Emergency Room Nurse in a Palm Beach County Hospital and this position also chairs the ER Nurses Forum meetings held bimonthly. There are currently three (3) nominees for this seat to be considered by the Board.

Attached is the Board Information form, resume and attendance record for the nominee, Margaret Neddo, who is seeking re-election. Also attached are the Board Information forms and resumes for the two (2) new nominees. A copy of Resolution No. R-2014-0100 is also included for informational purposes. Please review this information and forward your recommendation to me by August 17, 2015.

I would like to prepare an agenda item for the Boards consideration for the September 22, 2015 meeting.

Should you have questions, please contact Lynette Schurter at 561-712-6696.

:ls
Attachments

Attachment # 1

Page 1 of 1

**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: Emergency Medical Services Advisory Council Advisory ☒ Not Advisory ☐
[X] At Large Appointment or [] District Appointment /District #: _____
Term of Appointment: 3 Years. From: 10/1/15 To: 9/30/18
Seat Requirement: ER Nurses Forum Seat #: 2
[X]*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: 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: 33462
Residence Address: 2899 Northside Dr.
City & State Lantana, FL Zip Code: 33462
Home Phone: () 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>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)
OR

NONE



NOT APPLICABLE/
(Governmental Entity)



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 July 24 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: Margaret H. Beck Printed Name: Margaret H. Beck Date: 7/24/15

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:

Palm Beach County Emergency Management, ATT: Lynette Schurter
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: S. Abrams 15 Date: 8/13/15

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

Revised 01/14/2014

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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_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary) OR			
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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AND

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*Applicant's Signature: Margaret H. Roth Printed Name: Margaret H. Roth Date: 7/24/15

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:

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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: Melissa McKinley Date: 8/15/15

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Revised 01/14/2014

Section II Continued:

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_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)
OR

NONE

☒

NOT APPLICABLE/
(Governmental Entity)

☐

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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: Margaret H. Neel Printed Name: Margaret H. Neel Date: 7/24/15

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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: 8/24/15

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Revised 01/14/2014

Attendance Record for Margaret Neddo
PBC EMS Advisory Council – “At Large” Seat #2 – ER Nurses Forum

Original appointment date: 04/15/14
Term expires: 09/30/15

*EMS Council Meetings are held bi-monthly.

2014: Present: 5/14, 7/14, 9/14, 11/14
Absent:
2015: Present: 3/15, 5/15
Absent: 1/15

*Margaret Neddo is currently the Chairperson for the ER Nurses Forum which meets quarterly. She took over the meetings when she was appointed on 4/15/14 and is doing an excellent job bringing the hospitals and EMS Providers together to work on many projects that affect both hospital and pre-hospital care.

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 for Pediatric ER Renovation
- Implemented Paramedic position in Triage
- Established immediate bedding for ER patients from Triage and improved TAT for Door to Doctor time
- Increased overall ER Patient Satisfaction score by 7% in 2014
- Implemented Sepsis screening tool & protocol for Adult and Pediatric ER
- 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
- Lead for construction project of Free Standing ER opened July 2015
- Coordinated Tenet Regional ER Nursing Course 2014
- KIDS Crown Award for Pediatric ER, 4 years consecutively
- Joint Commission Primary Stroke Center Certification

Delray Medical Center, Delray Beach FL

Interim Director of Emergency Services

2006 – 2008

- 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

Attachment # 2

Page 6 of 17

- 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 Delray Medical Center
- 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
- ❖ Chair for Palm Beach County ER Nurse Forum
- ❖ EMS Advisory Council Committee
- ❖ 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 Delray Medical Center Chest Pain Committee

AWARDS AND RECOGNITIONS

- ❖ Recipient of 2013 Leadership Boca with the Boca Raton Chamber of Commerce
- ❖ Recipient of 2013 Palm Healthcare Foundation Nursing Leadership Award

Attachment # 2

Page 7 of 17

SPECIAL SKILLS

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

References available upon request

**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: Emergency Medical Services Advisory Council Advisory ☒ Not Advisory ☐
☐ At Large Appointment or ☐ District Appointment / District #: _____
Term of Appointment: 3 Years From: 10/01/15 To: 09/30/18
Seat Requirement: ER Nurses Forum 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: _____

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Rich Michael S.
Last First Middle
Occupation/Affiliation: Registered Nurse/Emergency Services Nurse Manager
Owner ☐ Employee ☒ Officer ☐
Business Name: Lakeside Medical Center
Business Address: 39200 Hooker Highway
City & State: Belle Glade, FL Zip Code: 33430
Residence Address: 11128 Springwood Place
City & State: Wellington, FL Zip Code: 33414
Home Phone: () Business Phone: (561) 996-6571 Ext. 8551
Cell Phone: (561) 402-0223 Fax: (561) 996-5538
Email Address: mrich@lmcpbc.org
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:

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(Attach Additional Sheet(s), if necessary) OR			
NONE <input checked="" type="checkbox"/>		NOT APPLICABLE/ (Governmental Entity) <input type="checkbox"/>	

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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: [Signature] Printed Name: MICHAEL RICH Date: 7/28/15

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Return this FORM to:
Palm Beach County Emergency Management, ATT: Lynette Schurter
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: 8-20-2015

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Revised 01/14/2014

Section II Continued:

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_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary) OR			
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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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: 8/24/15

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Revised 01/14/2014

Michael S. Rich

(561) 402-0223

11128 Springwood Place
Wellington, FL 33414
msrichrn@gmail.com

Executive Summary

Currently certified and licensed in the State of New York and Florida as a Registered Nurse. Prior experience includes 2.5 year as a Nurse Manager of Emergency Services within an Acute Care Florida Facility and four years as a Clinical Nurse Manager within a Level 1 New York Trauma Center. Highest accolades have been attained for implementing evidence-based nursing practices within Lakeside Medical Center's Emergency Department. Master of Science in Nursing (Leadership and Management) graduate of Western Governors University.

Professional Background

Nurse Manager of Emergency Services

2013 to Present

Lakeside Medical Center

Belle Glade, FL

Coordinating and directing the day-to-day operations within a 17 bed Acute Care Emergency Department; responsible for scheduling and staffing; providing employee performance evaluations, feedback and coaching; establishing and enforcing policies and procedures for the hospital: daily and yearly budget maintenance: purchasing and requisitioning Emergency Department supplies: numerous public outreach programs: fostering relationships with EMS agencies and multiple Acute Care Facilities.

- Implemented a direct bedding and team triage program which has reduced the LWBS rate by 98%, AMA/LWOT's by 60%, Door to MD exam time by 83%, overall LOS by 33%. Additionally, patient satisfaction has increased by 30%.
- 2014 national recognition for the evidence-based nursing practices at the NPSF Annual Patient Safety Congress.
- 2013 Joint Commission Top performer recipient for 4 categories (Heart Failure, Pneumonia, AMI and SCIP)
- Reduced the departmental overtime rate by 75%.
- Increased Physician and Nurse Productivity by 28%.
- Maintaining an Emergency Department profit margin of approximately 2 million per month.
- Primarily responsible for constructing and implementing a new ED EHR System.
- Trained ED Staff and implemented the ESI Level 5 Triage System.
- Trained ED Staff and implemented CPOE within the ED environment in coordination with Meaningful Use Stage 2.
- Maintaining a 90% ED retention rate.
- Developed and Implemented a New Graduate Registered Nurse Residency Program.

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Registered Nurse

2012 to 2013

Palms West Hospital

Loxahatchee, FL

As a Registered Nurse (RN), I was responsible for identifying patient needs and priorities for care through assessment, planning, intervention, and evaluation. The RN coordinates care between other professional disciplines as needed. Essential information is shared with health care team members and other unit customers through documentation and oral communication. Unit/Area-based activities, which contribute to a positive work and professional environment are encouraged and preferred.

- Developed a difficult airway cart that was utilized frequently throughout Palms West Hospital.
- Facilitator and educator of the Difficult Airway Management Program for Palms West Hospital.

Clinical Nurse Manager

2008 to 2012

Albany Medical Center

Albany, NY

Primarily responsible for coordinating and directing the day-to-day operations within a 45 bed level 1 Trauma and Stroke Center Emergency Department; responsible for scheduling and staffing; provided employee performance evaluations, feedback and coaching; established and enforced policies and procedures for the hospital. Additionally, provided and prepared administrative records and budget information for the Director of Emergency and Critical Care Services. Also, served as primary point representatives for the Emergency Department in meetings, seminars, and many other community outreach programs.

- Developed and implemented a Fast-Track Program and Team-Triage Program with the facilities Emergency Department.

Registered Nurse

2007 to 2008

Glens Falls Hospital

Glens Falls, NY

Patient Care Technician

2004 to 2007

Saratoga Hospital

Saratoga Springs, NY

Inventory Management Group Leader

1999 to 2004

Target Distribution Center

Wilton, NY

Aviation Maintenance Egress Technician

1989 to 1999

United States Navy

Washington, DC

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Education

Master of Science in Nursing Degree (Leadership and Management) 2012
Western Governors University *Salt Lake City, UT*

A post-graduate program within a school of nursing which included theory of nursing, nursing research, and competency-based efficiencies as integral parts of their core curriculum.

Bachelor of Science in Nursing Degree 2011
Western Governors University *Salt Lake City, UT*

An American four year academic degree in the science and principles of nursing which is granted by a tertiary education university and emphasizes research and nursing theory.

Associates in Applied Science in Nursing Degree 2007
Adirondack Community College *Queensbury, NY*

Prepares graduates to assume beginning staff nurse positions in hospitals, nursing homes, and other health related institutions. Upon successful completion of the major, the graduate is eligible to take the registered nurse licensing examination (NCLEX-RN).

Licenses

- Florida Nursing License Board number: RN9336013 (expires 04/2017)
- New York Nursing License Board number: 588066 (expires 03/2016)

Training

- Basic Life Support: (expires 10/2015)
- Advanced Cardiovascular Life Support: (expires 10/2015)
- Pediatric Advanced Life Support: (expires 10/2015)
- Trauma Nursing Core Course: (expires 11/2015)
- Emergency Nursing Pediatric Course: (expires 11/2015)

Affiliations

Emergency Nurses Association (ENA) Member: (2008 to Present)

A professional organization that inform and educates the Emergency Nurse Community regarding the most current nursing practices that can be supported by significant clinical research.

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**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: Emergency Medical Services Advisory Council Advisory ☒ Not Advisory ☐
☒ At Large Appointment or ☐ District Appointment /District #: _____
Term of Appointment: _____ Years From: 10/01/15 To: 09/30/18
Seat Requirement: ER/Nurses Forum 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: _____

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Noyes Elissa
Last First Middle
Occupation/Affiliation: RN, Director Emergency Services
Owner ☐ Employee ☒ Officer ☐
Business Name: JFK Medical Center
Business Address: 5301 S Congress Ave
City & State: Atlantis, Florida Zip Code: 33487
Residence Address: 1559 Grantham Dr
City & State: Wellington, Florida Zip Code: 33414
Home Phone: () N/A Business Phone: (561)548-8256 Ext. _____
Cell Phone: (561)312-6617 Fax: ()
Email Address: Elissa.noyes@hcahealthcare.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>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>

_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)
OR

NONE



NOT APPLICABLE/
(Governmental Entity)



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 7/23 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: [Signature] Printed Name: Elyse Nye Date: 7/28/15

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:
Palm Beach County Emergency Management, ATT: Lynette Schurter
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: 8-17-15

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

Revised 01/14/2014

Elissa Noyes, RN, BSN

Seeking increased leadership role in the community to enhance healthcare delivery to the population served.

Detail oriented and results driven leader who thrives in dynamic and challenging environments. Enthusiastic with extensive knowledge of Emergency Services and an unsurpassed work ethic.

Professional Accomplishments

Director Emergency Services, JFK –Freestanding ED’s

- Oversaw development and launch of 2 Freestanding Emergency Departments
- Oversee all operational, clinical, and financial aspects of 2 facilities
- Foster relationships within the organization and the community

Associate Director Emergency Services, Palms West Hospital

- Assisted Director with all job functions, including all inpatient Pediatric units
- Developed quarterly educational program for EMS
- Created/implemented Charge Nurse Development Program

Clinical Coordinator Emergency Services, JFK

- Managed staff recruitment, hiring, and education for ED
- Managed daily operations of ED
- Served on various committees to represent ED

Charge Nurse Emergency Services, Northeast Georgia Medical

- Led Trauma Call
- Assisted in planning and staffing a new Emergency Department and Pediatric Unit
- Developed processes to increase customer service ratings 20% in 1 year

Employment History

5/15-current	Director ED	JFK, Atlantis, FL
7/14-5/15	Associate Director ED	Palms West, Loxahatchee, FL
10/03-7/14	Manager ED	JFK, Atlantis, FL
3/96-3/02	Charge Nurse	NEGMC, Gainesville, GA

Education

1996	BSN	Valdosta State University, Valdosta, GA
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References

References are available on request.

PALM BEACH COUNTY

EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL MEMBER

SEAT #	NAME	Title/Position	Employed by:	REQUIREMENT	Current Appt. Date	Current Exp. Date
1	John Treanor	EMS Division Chief	Boca Raton Fire Rescue	Fire Chiefs Assoc. of PBC-FL, Inc.	2/4/14	9/30/16
		(EMS Educator - 8/15/07 -2/4/14)				
2	Margaret Neddo	Registered Nurse/Dir. Of Emergency Serv.	West Boca Medical Center - Tenet	ER Nurse's Forum	4/15/14	9/30/15
3	Vacant			Private Ambulance		
4	Sandra Schwemmer	Medical Director/ Physician	PBC Health Care District	PBC Health Dist.	2/4/14	9/30/16
5	James Goldenberg	Physician	Own Business	PBC Medical Society, Inc.	2/4/14	9/30/16
6	Mark Nosacka	CEO	Good Samaratin Hospital - Tenet	Economic Council of PBC, Inc.	10/21/14	9/30/17
7	Dr. Scott McFarland	ER Physian	Palm Beach Gardens Hospital	ER Physician	12/2/14	9/30/17
8	Vacant			EMS Educator		
9	William Quinn	Dir. Southeast Fla Market	Funeral Services	Consumer Distr. 1	9/10/13	9/30/15
10	Ruth Berman	Retired	Retired	Consumer Distr. 2	6/2/15	9/30/18
11	Robert Bean	Retired	Retired	Consumer Distr. 3	10/7/14	9/30/17
12	Ronald E. Giddens	Optometrist	Own Business	Consumer Distr. 4	10/7/14	9/30/17
13	Lance Berkowitz	Retired	Retired	Consumer Distr. 5	1/13/15	9/30/17
14	Elizabeth Cayson	Community Relations Specialist	Health Care District Consumer	Consumer Distr. 6	10/7/14	9/30/17
15	Clifford Durden	Retired	Retired	Consumer Distr. 7	9/10/13	9/30/15
16	Kenneth Schepcke	Dr./Medical Director/ Physician	JFK Hospital - HCA	PBC EMS Medical Dir. Assn.	2/4/14	9/30/16
17	Christopher Vaughn	FF/PMD/ Presidents Asst.	PBCFR	Professional FF/	10/21/14	9/30/16
18	Roger Kirk	President & CEO	Bethesda Hospital -Independent	Palm Beach Cnty. Independent Hosp. CEO	5/16/14	9/30/17
19	Gina Melby	CEO	JFK Hospital - HCA	Palm Beach Cnty. HCA Hospital CEO	5/16/14	9/30/17
20	Mark Bryan	CEO	Delray Hospital - Tenet	Palm Beach Cnty. Tenet Hospital CEO	5/16/14	9/30/17

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

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.,

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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

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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

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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

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