Agenda Item #: 3X5

# PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

# **BOARD APPOINTMENT SUMMARY**

**Meeting Date:** 

July 12, 2016

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 the following individual to the Emergency Medical Services Advisory Council (EMS Council) to complete the unexpired term ending September 30, 2016 and begin a full three (3) year term commencing from October 1, 2016 to September 30, 2019:

Nominee
Jeffrey Teems

<u>Seat#</u> 17

<u>Seat Requirement</u> PBC Council of Firefighters Recommended by
Mayor Berger
Vice Mayor Valeche
Commissioner Burdick
Commissioner Vana
Commissioner Abrams
Commissioner McKinlay
Commissioner Taylor

**Summary:** Per Resolution R2014-0100, 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 May 12, 2016, seeking nominations for the above at-large seat. The diversity of the current board members is as follows: 11 Caucasian males and 4 Caucasian females and 1 Hispanic female. Currently there are four (4) vacant seats. Countywide (LDC)

**Background and Justification:** The purpose of the EMS Council is to provide recommendations for improving Emergency Medical Services in Palm Beach County.

# Attachments:

- 1. Memo to BCC requesting nomination
- 2. Boards/Committees Application, Ethics Acknowledgement, and Resume of nominee
- 3. Letter from Professional Firefighters/Paramedics of Palm Beach County, Inc. IAFF Local 2928 recommending new Appointment
- 4. List of current members
- 5. Resolution R2014-0100

Recommended by:

Department Director

Date

Legal Sufficiency:

Assistant County Attorney

Date

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A. Other Department Review:

**Department Director** 



#### Department of Public Safety

Division of Emergency Management 20 S. Military Trail West Palm Beach, FL 33412 (561) 712-6470 Fax: (561) 712-6490 www.pbcgov.com

#### Palm Beach County Board of County Commissioners

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

County Administrator

Verdenia C. Baker

"An Equal Opportunity
Affirmative Action Employer"

# **MEMORANDUM**

TO:

The Honorable Mayor Mary Lou Berger

and Members of the Board of County Commissioners

FROM:

Stephanie Sejnoha

Stephenic Serioly

Director, Public Safety Department

DATE:

May 10, 2016

RE:

Palm Beach County Emergency Medical Services Council

Seat #17, "At Large" PBC Council of Firefighters

The purpose of this memo is to request an appointment for the "At Large" PBC Council of Firefighters seat on the Emergency Medical Services Advisory Council (EMS Council). This seat became vacant as the former nominee's union position has expired. This nomination is to complete the unexpired EMS Council term ending September 30, 2016 and begin a full three (3) year term commencing from October 1, 2016 to September 30, 2019.

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 No. R-2014-0100, there are specific requirements for this seat which includes affiliation with the Professional Firefighters Local Union. There is one (1) nominee for this seat to be considered by the Board. Nominees are chosen by the Professional Firefighters/Paramedics of Palm Beach County, Inc., IAFF Local 2928 and Commissioners can either support the current nominee or submit an alternative name, provided the nominee meets the specific seat requirement.

Attached are the Board Information forms. A copy of Resolution No. R-2014-0100 is also included for informational purposes. Please forward your recommendation to us by May 23, 2016. Your recommendation will then be placed on the June 21, 2016 Board of County Commissioners meeting agenda.

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

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Attachments

Attachment	¥		
Page		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	t): (Please Print)			
Board Name: Eme	ergency Medical Services Adviso	ry Council	Advisory [X]	Not Advisory [ ]
[X] At Large	Appointment or	[ ] Dist	rict Appointment /District #:	
Term of Appointment:	3 years 2 months Years.	From: 7 12/10	To: 930	19
Seat Requirement:	Palm Beach County Council of	Firefighters	Seat #:	17
[ ]*Reappoint	ment or	[ ] New	Appointment	
かり or [X] to comple	te the term of Chris Vaughn	Due i	to: [X] resignation	[ ] other
Completion of term to e				t ij omer
term shall be consider Section II (Applicant):	ng considered for reappointmented by the Board of County Cont. (Please Print)  SEXEMPTED, MUST BE A CO	amissioners:	ious disclosed voting conflic	ts during the previous
Name: Teem	ns.	Jeffrey	D.	
Last		First	Middle	
Occupation/Affiliation:	Assistant to the President	t, Professional Firefighte	ers Local 2928	
	Owner [ ]	Employee [X	Officer	
<b>Business Name:</b>	Professional Firefighters	Paramedics of PBC, Lo	cal 2928	
<b>Business Address:</b>	2328 S. Congress Ave, S	uite 2C		****
City & State	West Palm Beach, Fl		Zip Code: <u>33406</u>	
Residence Address:	9279 Sun Pointe Dr			
City & State	Boynton Beach, Fl		Zip Code: 33437	
Home Phone:	( ) N/A	Business Phone:	(561 ) 969-0729	Ext.
Cell Phone:	( 561 ) 436-5818	Fax:	( )	
Email Address:	jdteems@bellsouth.net		· · · · · · · · · · · · · · · · · · ·	
Mailing Address Prefero	ence: [X] Business [] Reside	ence		
	victed of a felony: Yes nature of offense, disposition of ca			
Minority Identification [ ] Native-Am		[ ] Female an [ ] Asian-Americ	can [] African-American	[X] Caucasian
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Contract/Transaction No.	<b>Department/Division</b>	<b>Description of Services</b>	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
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## **Jeffrey Teems**

9279 Sun Pointe Dr, Boynton Beach, Fl 33437 - 561 436-5818 - jdteems@bellsouth.net

Objective

Serve on EMS Advisory Council

Experience

District Captain

Palm Beach County Fire Rescue, West Palm Beach,  $\operatorname{Fl}$ 

10/1986 - 01/2016

Firefighting and EMS. EMS supervisor for 24 years.

#### Trustee

Professional Firefighters/Paramedics Local 2928, West Palm Beach, Fl March 2010 – March 2012

Oversee the operation of Local 2928 on behalf of the members.

#### **District Vice President**

Professional Firefighters/Paramedics Local 2928, West Palm Beach, FI, March 2012 – March 2016

Represent the members of Local 2928 assigned to Battalion 4

#### Assistant to the President

Professional Firefighters/Paramedics Local 2928, West Palm Beach, Fl April 2016 – Current Serve at the will of the President

Attachment# 2
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Professional Firefighters/Paramedics of Palm Beach County, Inc.

# IAFF Local 2928

2328 South Congress Avenue • Suite 2-C West Palm Beach, FL 33406-7674 561-969-0729 • Fax: 561-969-1059 • www.IAFF2928.com

April 22, 2016

Lynette Schurter
EMS Specialist
Emergency Medical Services Office
Department of Public Safety
Division of Emergency Management
20 S. Military Trail
West Palm Beach, FL 33415

RE: Emergency Medical Services Council, PBC Council of Firefighters & Paramedics Seat

Dear Ms. Schurter:

This letter serves as notification that we would like to appoint Jeffrey D. Teems to represent PBC Council of Firefighters & Paramedics.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

 $\prime_{\sf Jose Gonzalez}$ 

PBC Council of Firefighters & Paramedics

Affiliated with the International Association of Fire Fighters, AFL-CIO, CLC

®€GCC/IBT=>47-5

Attachment#	3
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# 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	Elissa Noyes	Registered Nurse/Dir. Of Emergency Serv.	JFK Hospital - HCA	ER Nurse's Forum	10/1/15	9/30/18
3	Open Seat			Ambulance Provide		
4	Sandra Schwemmer	Medical Director/ Physician	PBC Health Care District	PBC Health Dist.	2/4/14	9/30/16
5	Open Seat	Physician		PBC Medical Society, Inc.		
6	Mark Nosacka	CEO	Good Samaratin Hospital - Tenet	Economic Councl 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	Jamie Smith	EMS Program Director	Palm Beach State College	EMS Educator	5/3/16	9/30/19
9	William Quinn	Dir. Southeast Fla Market	Funeral Services	Consumer Distr. 1	10/1/15	9/30/18
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	Open Seat			Consumer Distr. 7		
16	Kenneth Scheppke	Dr./Medical Director/ Physician	JFK Hospital - HCA	PBC EMS Medical Dir. Assn.	2/4/14	9/30/16
17	Open Seat			Professional FF/		
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	Jeffrey Welch (completing M. Bryans Term)	CEO	PBG Hospital- Tenet	Palm Beach Cnty. Tenet Hospital CEO	02/09/16	9/30/17

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# 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

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 upto-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. <u>Creation of the Palm Beach County Emergency Medical Services</u>

<u>Advisory Council</u>. 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:

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

Page 2 of 7

Attachment	#	5	
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- . 2. ER Nurse's Forum
- Private Ambulance Provider, nominated by County Private Ambulance Services Providers.
- PBC Health Care District Trauma District
- 5. PBC Medical Society Inc.- Physician, Emergency Room experience
  6. Economic Council of RDO I
- 6. Economic Council of PBC Inc., not to include a hospital representative
  7. Emergency Room Physician
- Emergency Room Physician, open to all County Hospitals
- 8. EMS Educator from County EMS Training Facilities
- 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
- Hospital CEO, to be selected by TENET Hospitals Administrators
   Seven (7) "Diod: all
- 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

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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. <u>Vacancies.</u> Vacancies occurring during a term shall be filled for the unexpired term, and shall not count toward the member's term limits.

Section 8. <u>Conduct of Meeting.</u> 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. <u>Duties and Responsibilities</u>. 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. <u>Appointment of Advisors.</u> 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.

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Section 15. <u>Maximum Number of Boards</u>. 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. <u>Sunshine Law and State Code of Ethics.</u> 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. <u>Palm Beach County Code of Ethics</u>. 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. <u>Compliance with Uniform Policy for Advisory Boards and Commissions.</u> 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. <u>Effective Date.</u> The provisions of this Resolution shall be effective immediately upon adoption.

ioner <u>Abrams</u> , ommissioner e vote was as follows:
Aye
DUNTY, FLORIDA, BY ITS ITY COMMISSIONERS
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