

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
SITTING AS THE
CHILD CARE FACILITIES BOARD**

BOARD APPOINTMENT SUMMARY

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Meeting Date: **December 5, 2017**

Department: **Florida Department of Health in Palm Beach County**

Submitted by: **Division of Environmental Public Health**

Advisory Board Name: **Child Care Advisory Council**

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Reappointment of two (2) members to the **Child Care Advisory Council** to respectively fill the positions of a representative who operates a parochial child care facility, and a representative who is a consumer protection enforcement official. The reappointments will expire September 30, 2020.

<u>NOMINEE:</u>	<u>SEAT #:</u>	<u>REQUIREMENT:</u>	<u>NOMINATED BY</u>
Louise Mancini	3	Represents and operates a parochial facility.	Staff
Terry D. Newton	4	Consumer Protection Enforcement Official.	Staff

Summary: The Child Care Advisory Council is comprised of seven members who serve at the pleasure of the Board of County Commissioners. Members must consist of two members who represent and operate private child care facilities in Palm Beach County, one of whom operates a family day care home or large family child care home; one member who represents and operates a parochial child care facility in Palm Beach County; one consumer protection enforcement official; one member for fire protection, engineering or technology; and one member who, at the time of appointment, was the parent of a child attending a child care facility in Palm Beach County; and one representative from the Florida Department of Children and Families.


The applicant for reappointment to Seat # 3, Louise Mancini, is the Pre-school Director of Atlantic Christian Academy of the Palm Beaches. She is a Caucasian female. The applicant for reappointment to Seat #4, Terry Newton, is an investigator with the Palm Beach County Division of Consumer Affairs. He is an African-American male. With this approval, the Council will consist of six members: African-Americans: 2 (33.33%); Caucasians: 4 (66.67%). The gender ratio (female:male) is 5:1. Countywide (HH)

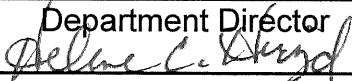
Background and Justification: Chapter 2010-249, Laws of Florida, provides for the organization of the Child Care Advisory Council. The Special Acts and Palm Beach County Codes, Appendix D, Chapter 1, Article IV.2 set forth the required composition of the Child Care Advisory Council (see p. 3, Section 7, attached).

Attachments:

1. Memo including CCAC Member List
2. Board/Committee Application – Ms. Mancini
3. Board/Committee Application – Mr. Newton
4. Chapter 2010-249, Laws of Florida
5. Child Care Advisory Council meeting schedule

=====

Recommended by:  11/28/17
 Department Director Date

Legal Sufficiency:  11-28-17
 Assistant County Attorney Date

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Rick Scott
Governor

Celeste Philip, MD, MPH
State Surgeon General & Secretary

Vision: To be the **Healthiest State** in the Nation

MEMORANDUM

TO: Todd Bonlarron
Assistant County Administrator
Palm Beach County

THRU' *to* Timothy Mayer
Director, Environmental Public Health
FDOH, Palm Beach County

FROM: Courtney Shippey *CS*
Environmental Administrator
FDOH, Palm Beach County

DATE: November 22, 2017

RE: Appointment of Consumer Protection Enforcement Official to
Child Care Advisory Council

Please find attached an agenda item and supporting documents for the reappointment of Louise Mancini and Terry Newton to the Child Care Advisory Council (Council), by the Child Care Facilities Board.

Mrs. Mancini is recommended for reappointment to the Council to fill Seat #3, which is designated for a candidate who represents and operates a parochial child care facility. Mrs. Mancini is a highly qualified and experienced child care facility operator, and has served on the Council for a number of years, most recently as Chairman. She is eligible and very well suited for reappointment to this seat because of her professional experience and willingness to serve.

Mr. Newton is recommended for reappointment to the Council, to fill Seat #4, which is designated for a consumer protection enforcement official. His initial appointment to this seat was on November 22, 2016, to complete the remainder of a term, which expired September 30, 2017. Mr. Newton is an investigator with the Palm Beach County Division of Consumer Affairs. He has a Bachelor's degree in Psychology with majors in Human Counseling/Child Development, and minors in Government and Administration of Justice. He is very well suited for appointment to this seat because of his work history and professional experience working with children, youth, and families. He worked in the child care field including a stint as director of a Head Start child care facility.

In accordance with Chapter 2010-249, Laws of Florida, the current composition of the Council is as follows:

- Seat 1: One members operating a private child care facility: **Vacant.**
- Seat 2: One member operating a family child care home: Represented by **Mary Morris.**

Florida Department of Health, Palm Beach County
Division of Environmental Public Health
 800 Clematis Street
 West Palm Beach, FL 33401
 PHONE: 561-837-5900 • FAX: 561-837-5084
FloridaHealth.gov Fhealthpalmbeach.org



- Seat 3: One member operating a parochial facility: Vacant
Recommended: **Louise Mancini** .
- Seat 4: One member who represents a consumer protection enforcement official: Vacant.
Recommended: Terry D. Newton.
- Seat 5: One member for Fire Protection, Engineering or Technology: Represented by **Elyse Brown**.
- Seat 6: One member representing a parent of a child in in a regulated facility: Represented by **Kendra Barnes** (Vice Chairman).
- Seat 7: One member representing the Florida Department of Children and Families:
Represented by **Patty Tilford**.

If you have any questions, please contact me at 561-837-5971 or Courtney.Shippey@flhealth.gov

cc: Sarah Hodges, Esq., Senior Attorney, FDOH Palm Beach County

Enclosures

- Palm Beach County BCC Board Appointment Summary
- Board/Committee Application Checklists
- Board/Committee Applications
- Résumé – Louise Mancini
- Résumé – Terry Newton
- Chapter 2010-249, Laws of Florida
- Child Care Advisory Council Meeting Schedule for 2017

BOARDS/COMMITTEES APPLICATION CHECKLIST

This form must be completed by Staff and accompany the Board Appointment Item

Proposed BCC Date: December, 2017

Dept/Division: Florida Department of Health Palm Beach County

Applicant's Name: Louise Mancini

Board/Committee Name: Child Care Advisory Council

Purely Advisory [] Not Purely Advisory []

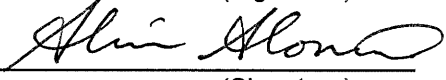
#	Description	Yes	No	N/A	
1.	Is Part I fully completed and correct?	<input checked="" type="checkbox"/>			
2.	Is Part II fully completed?	<input checked="" type="checkbox"/>			
3.	Biography or resume included?	<input checked="" type="checkbox"/>			
4.	Is Applicant a Palm Beach County resident?	<input checked="" type="checkbox"/>			
a.	If "No", please explain:			<input checked="" type="checkbox"/>	
5.	Did Applicant disclose felony conviction?		<input checked="" type="checkbox"/>		
a.	If "Yes", did staff review information?			<input checked="" type="checkbox"/>	
b.	Based on review, does staff recommend Applicant for consideration?	<input checked="" type="checkbox"/>			
c.	Please explain:				
6.	Did Applicant disclose contractual relationship(s)? If "Yes" complete Questions "a" through "c" below: If "No" skip to Question 7:		<input checked="" type="checkbox"/>		
a.	List Each Contract(s) Identified in Application	Board/Committee provides regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")	Board/Committee provides NO regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")	Waiver Required (Y or N)	Disclosure Required (Y or N)
b.	Does Department Recommend Waiver and/or Disclosure			<input checked="" type="checkbox"/>	
7.	Is Part III completed?		<input checked="" type="checkbox"/>		

Completed by: Courtney Shippey
(Print Name)


(Signature)

Date: 11/22/17

Department Head: Alina Alonso, MD
(Print Name)


(Signature)

Date: 11/23/17

To be completed by Administration if Staff answered "Yes" to Questions 5 or 6:

Administration (Initials): _____

Date: _____

BOARDS/COMMITTEES APPLICATION CHECKLIST

This form must be completed by Staff and accompany the Board Appointment Item

Proposed BCC Date: December, 2017

Dept/Division: Florida Department of Health Palm Beach County

Applicant's Name: Terry D. Newton

Board/Committee Name: Child Care Advisory Council

Purely Advisory [] Not Purely Advisory []

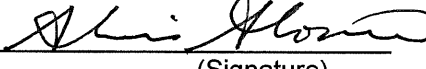
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6.	Did Applicant disclose contractual relationship(s)? If "Yes" complete Questions "a" through "c" below: If "No" skip to Question 7:		<input checked="" type="checkbox"/>																											
a.	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:40%;">List Each Contract(s) Identified in Application</th> <th style="width:20%;">Board/Committee provides regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")</th> <th style="width:20%;">Board/Committee provides NO regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")</th> <th style="width:10%;">Waiver Required (Y or N)</th> <th style="width:10%;">Disclosure Required (Y or N)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	List Each Contract(s) Identified in Application	Board/Committee provides regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")	Board/Committee provides NO regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")	Waiver Required (Y or N)	Disclosure Required (Y or N)																								
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b.	Does Department Recommend Waiver and/or Disclosure			<input checked="" type="checkbox"/>																										
7.	Is Part III completed?		<input checked="" type="checkbox"/>																											

Completed by: Courtney Shippey
(Print Name)


(Signature)

Date: 11/22/17

Department Head: Alina Alonso, MD
(Print Name)


(Signature)

Date: 11/23/17

To be completed by Administration if Staff answered "Yes" to Questions 5 or 6:

Administration (Initials): _____

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):

Board Name: CHILD CARE ADVISORY COUNCIL Advisory Not Advisory
 At Large Appointment or District Appointment /District #: _____
Term of Appointment: Three (3) Years. From: October 1, 2017 To: September 30, 2020
Seat Requirement: Represents and operates a parochial child care facility Seat #: 3
 *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: 0

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: MANCINI LOUISE Kathleen
Last First Middle
Occupation/Affiliation: Pre-School Director
Owner Employee Officer
Business Name: Atlantic Christian Academy of the Palm Beaches, Inc
Business Address: 4900 Summit Boulevard
City & State West Palm Beach Zip Code: 33415
Residence Address: 713 Triana St.
City & State West Palm Beach, FL. Zip Code: 33413
Home Phone: _____ Business Phone: 561-686-8081
Cell Phone: (561-718-6002) Fax: (561-686-1247)
Email Address: lmancini@atlanticchristianacademy.org
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

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>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(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):

X By watching the training program on the Web, DVD or VHS on November 9, 2017
 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: Louise K. Mancini Printed Name: Louise K. Mancini Date: 11/9/17

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) 355-1915.

Return this FORM to:
 Courtney Shippey, Florida Department of Health, Palm Beach County
 800 Clematis Street
 West Palm Beach, FL 33401

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: _____ Date: _____

Louise K. Mancini

713 Triana Street

West Palm Beach, FL. 33413

lmancini@atlanticchristianacademy.org

(561)-718-6002

Family Information:

- Married for 43 years
- Children: 2 daughters
- Grandchildren: 6

Educational Background:

- Early Childhood Educator (1983-Present)
- National Childhood Development Associates degree (Palm Beach State College)
- Florida Director's Credential (Florida Atlantic University)

Career Experience:

- 1982-1987: Preschool Teacher @ First Baptist Christian Day School, WPB, FL.
- 1987-2013: Preschool Director @ Summit Christian School, WPB, FL.
- 2013-Present: Preschool Director/Administrator @ Atlantic Christian School, WPB, FL. (formerly Summit Christian School)

Professional Participation:

- Conference Speaker for FACCS (Florida Association Christian Colleges & Schools), CSPBC (Christian Schools of Palm Beach County), Women's Ministries.
- Have served on the Child Care Advisory Council of Palm Beach County since 2000 as the faith based representative.

Community Outreach Organizations:

- First Care
- Operation Christmas Child

Personal Interests:

- Athletics, Fine Arts, Cooking
- Spending time with family and grandchildren
- Special events and service activities at our Church

July 31, 2013

To Whom It May Concern:

It is my privilege to have the opportunity to write this letter of reference and recommendation for my longtime colleague, Louise Mancini. I have had a great deal of experience with Louise over the past 22 years and have had the unique opportunity to look at her from various perspectives- as my boss, as a parent who entrusted my children to her care, as a fellow administrator and as a friend.

Upon entering the field of education in 1991, I spent each of the first few summers working as a summer camp director at Summit Christian School, making me a "direct report" to Louise. What a blessing to start out my career with someone who took such great attention to detail. While giving me enough autonomy to thrive in my job, she made sure I did the job with the same care and quality with which she would do it. While I, initially, may have been apt to be more concerned about the fun factor of summer camp, she instilled in me the responsibility and seriousness of child care. We were able to run one of the biggest and most successful camps in Palm Beach County for many years... and the children loved it.

As the years passed at Summit Christian, I was promoted to the administrative level, running the high school as Louise ran the preschool. During these years, I was able to see Louise from a different perspective. Together, we served on the inner circle of the school's leadership. Louise's attention to detail and diligence was, and still is, a major asset to the school... not just the preschool, but the school as a whole. Her insight and leadership amongst the other leaders is invaluable. Having her on the leadership team made everyone else that much better and sharper.

You can imagine how comfortable I felt, noting my vast experience with Louise, when I had children of my own, of age to be under her care and supervision. The

uneasiness of taking my preschool aged children to school for the first time was almost completely negated. I knew that every teacher and aid under her leadership was trained and developed and prepared to take great care of my children. The SCS preschool has been a classic case of a workplace where employees have risen to the expectations set by their leader. Louise leads by being there, constantly inspecting the things she is expecting from her staff.

After 22 years, I am grateful to call Louise Mancini a trusted and respected friend. I would give her the highest possible recommendation, professionally and personally.

Please feel free to contact me if you need any more details or information.

Sincerely,

Rick Heers

President

ChristianTeachingJobs.com



SUMMIT CHRISTIAN SCHOOL

4900 SUMMIT BOULEVARD • WEST PALM BEACH, FL 33415

Phone 561.686.8081 • Fax 561.640.7613

Email summit@summitchristian.com • www.summitchristian.com

"Excellence in all things and all things to God's glory"

August 1, 2013

TO WHOM IT MAY CONCERN:

Please accept this letter as my recommendation for Louise K. Mancini. I have worked with Mrs. Mancini for the past twenty-one years as her Assistant in the Preschool at Summit Christian School. Over the years I have been impressed with her work ethic and her knowledge of information in the field of Early Childhood Education.

Mrs. Mancini has an outstanding rapport with both the staff and parents of the Preschool. She makes every effort to ensure that every child is given the highest quality of care possible. She is always available to answer questions and share her knowledge with others. She is always in pursuit of educational opportunities and encourages her staff to do the same.

If I can provide you with any additional information regarding Mrs. Louise Mancini, please contact me at 561-686-8081 ext.302.

Sincerely,

Rhonda Jacobs



SUMMIT CHRISTIAN SCHOOL

4900 SUMMIT BOULEVARD • WEST PALM BEACH, FL 33415

Phone 561.686.8081 • Fax 561.640.7613

Email summit@summitchristian.com • www.summitchristian.com

"Excellence in all things and all things to God's glory"

August 1, 2013

To Whom It May Concern:

Louise Mancini is a colleague and a friend of mine. She has been the Preschool Director at Summit Christian School for the past 27 years. Her leadership and tireless work ethic has resulted in our preschool becoming one of the best preschools in Palm Beach County.

The parents are confident in the safe and nurturing environment that Louise Mancini has developed in our preschool. The parents are greeted personally by her each and every day.

I would highly recommend Louise Mancini as she is a dependable and trustworthy individual.

Sincerely,

Sheila J. Van Es

Administrator

Summit Christian School

svanes@summitchristian.com

(561) 686-8081, ext. 320

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

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Term of Appointment: Three (3) Years. From: October 1, 2017 To: September 30, 2020

Seat Requirement: Consumer Protection Enforcement Official Seat #: 4

*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: 0**

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: NEWTON TERRY DACOSTA
Last First Middle

Occupation/Affiliation: INVESTIGATOR/OUTREACH COORDINATOR (PBC CONSUMER AFFAIRS DIVISION)

Owner Employee Officer

Business Name: PALM BEACH COUNTY PUBLIC SAFETY DEPARTMENT/CONSUMER AFFAIRS DIVISION

Business Address: 50 SOUTH MILITARY TRAIL, #201

City & State WEST PALM BEACH, FLORIDA Zip Code: 33415

Residence Address: SEE PERSONNEL FILE (FLORIDA STATUTE 119.07)

City & State _____ Zip Code: _____

Home Phone: () Business Phone: (561) 712-6600 Ext. _____

Cell Phone: () Fax: (561) 712-6610

Email Address: newton@pbcgov.org

Mailing Address Preference: Business Residence

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

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.

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

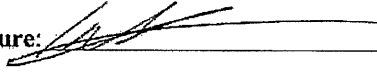
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By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

By watching the training program on the Web, DVD or VHS on September 17th, 2014
 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:  Printed Name: Terry Newton Date: 11/13/17

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) 355-1915.

Return this FORM to:
Courtney Shippey, Florida Department of Health in Palm Beach County
800 Clematis Street, 4th Floor, West Palm Beach, FL 33401

Section III (Commissioner, if applicable):
Appointment to be made at BCC Meeting on: _____
Commissioner's Signature: _____ Date: _____

TERRY NEWTON

50 South Military Trail, Ste 201
West Palm Beach, FL 33415
561-712-6600 (tnewton@pbcgov.org)

EDUCATION: **LIBERTY UNIVERSITY, LYNCHBURG, VA** AUGUST 1995 - MAY 1999

- B.S. in Psychology; Human Counseling/Child Development
- Minor in Government; Administration of Justice
- Member of the Liberty University Football Team

SANTALUCES COMM. HIGH SCHOOL, LANTANA, FL AUGUST 1991 – JUNE 1995

- Football/Basketball Letterman (91-95)
- South Florida Super Bowl Host Committee Tri-County All-Star Football Team (95)
- Nat. Football Foundation/College Hall of Fame (Treasure Coast Chap) Scholar-Athlete (95)

INTERNSHIP: **ACADEMIC ADVISOR, NCAA DIV-1AA FOOTBALL TEAM**
LIBERTY UNIVERSITY, JANUARY 1999 – MAY 1999

- Monitor academic progress of 60 student-athletes
- Assist with administration of institutional assessments and educational testing services
- Act as a liaison between faculty, coaching staff, parents and student-athletes
- Coordinate and supervise study halls and tutorial appointments
- Facilitate admissions process, discuss academic programs & policies (recruits and parents)

SKILLS: **NEGOTIATOR, ANALYTICAL, RISK MANAGEMENT, EXECUTIVE ADMINISTRATION, LEGISLATIVE AFFAIRS.**
TRAINING: **EMOTIONAL INTELLIGENCE, PHILOSOPHICAL ASPECTS OF CULTURAL DIFFERENCE, FATHERHOOD DEVELOPMENT, FAMILY COURT MEDIATION, SERVS SAFE, BIRTH TO THREE INSTITUTE, DADDY BOOTCAMP, BOYNTON BEACH CITIZEN'S POLICE ACADEMY, AGENCY INSPECTOR (FDLE), HUMAN/DOMESTIC MINOR SEX TRAFFICKING, CERT, NIMS(multi-hazard planning for childcare, incident command for schools, active shooter), PREPARING TO LEAD, EXCELLENCE IN SUPERVISION.**

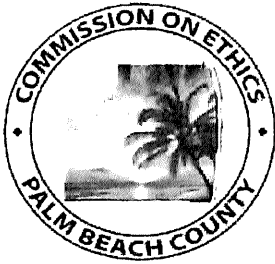
CERTIFICATION: **DCF DIRECTOR/STAFF CREDENTIAL, FLORIDA SUPREME COURT COUNTY MEDIATOR, NOTARY PUBLIC.**

WORK HISTORY :

INVESTIGATOR/OUTREACH COORDINATOR PALM BEACH COUNTY CONSUMER AFFAIRS DIVISION	June 2014-Present
INTERIM CENTER DIRECTOR II PALM BEACH COUNTY HEAD START	September 2013 – May 2014
FAMILY SERVICE SPECIALIST I PALM BEACH COUNTY HEAD START	May 2005- September 2013
INTOXILYZER TECHNICIAN/AGENCY INSPECTOR PALM BEACH COUNTY SHERIFF'S OFFICE	March 2004 – April 2005
PROTECTIVE SERVICES SPECIALIST THE BREAKERS RESORT	MAY 2003-MARCH 2004
JUDICIAL ASSISTANT TO FAMILY/ADMINISTRATIVE JUDGE 15 TH JUDICIAL CIRCUIT CT, PALM BEACH CO.	AUGUST 2002 – JANUARY 2003
JUDICIAL CASE MANAGER, COURT ADMINISTRATION 15 TH JUDICIAL CIRCUIT CT, PALM BEACH CO.	JUNE 2001 – JULY 2002
DOMESTIC VIOLENCE INTAKE SPECIALIST, COURT ADMINISTRATION 15 TH JUDICIAL CIRCUIT CT, PALM BEACH CO.	DECEMBER 1999 – MAY 2001

SUPPORT SERVICE/VOLUNTEER WORK (past/present)

PBC UNITED WAY EMPLOYEE CAMPAIGN CO-COORDINATOR (Consumer Affairs Div.), PBC SPECIAL NEEDS SHELTER, PBC-EOC BRAVO TEAM, PBC HEAD START POLICY COUNCIL & MALE INVOLVEMENT, JOSHUA MEN MENTORSHIP, TRINITY CHURCH INTERNATIONAL YOUTH(jbq), PANTRY & OUTREACH MINISTRIES, SPORTS CAMP COACH, YMCA COUNSELOR.



Honesty - Integrity - Character

**PALM BEACH COUNTY
CODE OF ETHICS
TRAINING ACKNOWLEDGEMENT**

Legal Name: TERRY NEWTON (Please print clearly)

Employee Identification Number: 15906

Agency/Municipality: _____ Dept/Board: CHILD CARE ADVISORY COUNCIL

By signing this acknowledgement, I am attesting that I have done the following:

Read the Palm Beach County Code of Ethics Ordinance (Ctrl+Click to follow link)

AND

Have completed additional training by viewing one of the following:


The Code of Ethics Training Program on the Intranet/Internet. (Ctrl+Click to follow link)

The Code of Ethics Training Program on YouTube. (Ctrl+Click to follow link)

The Code of Ethics Training Program on DVD.

A live presentation given on _____, 20__.

I understand that I am responsible for understanding and abiding by the Palm Beach County Code of Ethics as I conduct my assigned duties during my term of employment. I also understand that the information in this policy is subject to change. Policy changes will be communicated to me by my supervisor or through official notices.



(Legal Signature)

11/13/2017

(Date)

Officials and Employees: Submit signed forms according to your agency's policy
Advisory Board Members: Submit signed forms to Appropriate Advisory Board Representative

**PLEASE SUBMIT THIS FORM TO APROPRIATE PARTY AS HIGHLIGHTED ABOVE
PLEASE DO NOT SUBMIT THIS FORM TO THE COMMISSION ON ETHICS**

300 North Dixie Highway, Suite 450, West Palm Beach, FL 33401
PHONE: 561.355-1915 FAX: 561.355-1904
Hotline: 877.766.5920 E-mail: ethics@palmbeachcountyethics.com
Website: www.palmbeachcountyethics.com

CHAPTER 2010-249

House Bill No. 1045

An act relating to Palm Beach County; amending chapter 59-1698, Laws of Florida, as amended; revising and providing definitions; providing requirements for the operation and licensing of large family child care homes; providing for the issuance of provisional licenses to child care facilities, large family child care homes, and family day care homes; updating obsolete language; revising requirements for Child Care Advisory Council membership; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Chapter 59-1698, Laws of Florida, as amended by chapter 77-620, Laws of Florida, is amended to read:

Section 1. DEFINITIONS. The following words and phrases shall mean:

1.a. Children - Persons related to the operator of a facility regulated under this act under 13 ~~12~~ years of age, and all other persons under 18 years of age.

~~b. Child Boarding Homes - Any building or shelter in which, for 24 hours per day, custodial care is rendered to one to five children, inclusive, and which receives a payment, fee, or grant for any of the children receiving care, whether or not operating for profit, subject to the exemptions contained in Section 12 hereof.~~

2.e. Family Day Care Home Facilities - An occupied residence Any building or shelter in which custodial care is rendered to one to six five children, inclusive, for 2-24 hours per day and for which the owner or operator receives a payment, fee, or grant for any of the children receiving care, whether or not operating for profit, subject to the exemptions contained in Section 9 ~~12~~.

3. Large Family Child Care Home - An occupied residence in which custodial care is regularly provided for children, and for which the owner or operator receives a payment, fee, or grant for any of the children receiving care, whether or not operated for profit, and which has at least two full-time child care personnel on the premises during the hours of operation. One of the full-time child care personnel must be the owner or occupant of the residence. A large family child care home must first have operated as a licensed family day care home for 2 years, with an operator who has had a child development associate credential or its equivalent for 1 year, before seeking licensure as a large family child care home. A large family child care home shall be allowed to provide care for one of the following groups of

children, which shall include those children under 13 years of age who are related to the caregiver:

a. A maximum of eight children from birth to 24 months of age.

b. A maximum of 12 children with no more than four children under 24 months of age.

4.d. Child Care Facility Facilities - Any building or shelter in which custodial care is rendered to six or more children, and for which the owner or operator receives a payment, fee, or grant for any of the children receiving care, whether or not operating for profit, or which is held out to the public to be an establishment which regularly provides child custodial services.

Section 2. PERMIT REQUIRED FOR ESTABLISHMENT, MAINTENANCE AND OPERATION. It shall be unlawful for any person, firm, or corporation to establish, maintain, or operate in Palm Beach County, Florida, a child care facility, large family child care boarding home, or family day care home facility without first obtaining a permit therefor from a board, to be designated as the Child Care Facilities Board, and without permanently posting such permit in the child care facility, large family child care boarding home, or family day care home facility. Such Child Care Facilities Board shall be composed of the Board of County Commissioners of Palm Beach County, hereafter referred to as the Board. The Chairman of the Board of County Commissioners of Palm Beach County shall be the Chairman of the Child Care Facilities Board, and the Board shall meet at least once every 3 three (3) months at a time and place designated by the Board.

Section 3. APPLICATION FOR PERMIT. Application for a permit to operate a child care facility, large family child care boarding home, or family day care home facility shall be made to the Board in writing, and on a form, and under regulations prescribed by the Board. The application shall state the name and address of the applicant, his or her occupational history and qualifications, the type and location of proposed operation, the number of persons to be accommodated, and such other information the Board may require.

Section 4. ISSUANCE OF LICENSE.

1. The Director of the Palm Beach County Health Department shall be charged with the administrative and financial responsibility of carrying out the duties of the Board, and the Director ~~he~~ or his or her representative shall inspect child care facilities, large family child care boarding homes, and family day care homes facilities as required by the Board. Said Board, when satisfied that minimum standards are met, shall issue a license in writing on a form prescribed by the Board. Such license shall be valid for a period of 1 one year unless revoked. It shall not be transferable or assignable.

2. The Board may issue a provisional license for child care facilities, large family child care homes, or family day care homes. A provisional license shall not be issued for a period that exceeds 6 months and may only be renewed by the Board one time for a period not to exceed 6 months.

3. A provisional license shall not be issued unless the child care facility, large family child care home, or family day care home is in compliance with the requirements for screening of child care personnel and the requirements for ensuring the health and safety of the children in care.

Section 5. REVOCATION OF LICENSE. The Board may revoke a license if it finds that the operator has failed to comply with any provisions of this Act, or of any rule or regulation issued hereunder.

Section 6. MINIMUM STANDARDS, REASONABLE RULES AND REGULATIONS TO BE PRESCRIBED BY THE BOARD.

1. The Board shall make, ~~adopt promulgate~~, amend, and repeal such rules and regulations as are necessary to protect the health and safety of persons in child care facilities, ~~large family child care boarding homes, or family day care homes facilities~~; prescribing standards for living quarters, including provisions pertaining to sanitary conditions, light, air, safety, protection from fire hazards, equipment, operation, qualifications and number of staff, and such other matters as may be appropriate to protect the life and health of the occupants thereof. Standards established by rules and regulations of the Board shall meet or exceed state minimum standards, to wit: standards established by the Department of Children and Family Health and Rehabilitative Services pursuant to chapter 402, Florida Statutes.

2. The Board may make, ~~adopt promulgate~~, amend, and repeal such rules and regulations as are necessary:

a. To require facilities regulated hereunder to secure liability insurance and set minimum limits and standards for carriers; and,

b. To establish fees for inspection and licensing under this Act.

No such rules and regulations of the Board shall be adopted or become effective until after a public hearing has been held by the Board pursuant to at least one notice published in a newspaper of general circulation in the County at least ~~10 ten~~ (10) days prior to the hearing. When approved by the Board and filed with the Clerk of the County Commission, such rules and regulations shall have the force and effect of law. Until the Board adopts rules and regulations, the state standards aforementioned shall apply to all facilities regulated by this Act.

Section 7. CHILD CARE ADVISORY COUNCIL.

1. The Board shall appoint a Child Care Advisory Council which shall be appointed by the Board of County Commissioners no later than ~~60 sixty~~ (60)

days after the effective date of this Act. Members of the Council shall serve at the pleasure of the Board of County Commissioners. The Council shall be composed of seven (7) members consisting of the following:

a. Two (2) members who represent and operate as a private enterprise a facility regulated hereunder, one of whom operates a family day care home or large family child care home.

b. One (1) member who represents and operates a parochial facility regulated hereunder.

c. One (1) member who represents a consumer protection enforcement official.

d. One (1) member for fire protection, engineering, or technology.

e. One (1) member who, at the time of appointment, is was a parent of a child in a facility regulated hereunder.

f. One (1) member who represents the Department of Children and Family Health and Rehabilitative Services.

2. The Council shall advise the Board and make recommendations as to the issuance and revocation of licenses and as to rules and regulations necessary to protect the health and safety of persons in child care facilities, large family child care boarding homes, or family day care homes facilities.

Section 8. RIGHT OF ENTRY. Members of the Board and its representatives may enter and inspect child care facilities, large family child care boarding homes, or family day care homes facilities at reasonable hours, and may question such persons and investigate such facts, conditions, and practices or matters as may be necessary or appropriate to determine whether any person has violated any provisions of this Act, or of any rule or regulation issued hereunder.

Section 9. EXEMPTIONS. The provisions of this Act shall not apply to any public or nonpublic school which is in compliance with the compulsory school attendance law, chapter 232, Florida Statutes, any summer camp having children in full time residence, summer day camp, or vacation Bible school, or any foster home, home for mentally retarded or handicapped children, juvenile detention facility, hospital, or other similar institution otherwise regulated for health standards by a governmental agency. However, this section shall not be deemed to exempt institutions or facilities otherwise otherwise regulated by the Department of Children and Family Health and Rehabilitative Services pursuant to s. 402.301, et seq., Florida Statutes, as it may from time to time be amended or transferred.

Section 10. CIVIL ENFORCEMENT. Any violation of this Act or the rules and regulations of the Board adopted promulgated pursuant hereto shall be subject to enforcement by the Palm Beach County Environmental Control Officer and the Palm Beach County Environmental Control Act,

chapter 70-862, Laws of Florida, as amended, and as it may in the future be amended or ~~reenacted~~ ~~reenacted~~.

Section 11. CRIMINAL PENALTY. Any person failing to comply with the provisions of this Act is guilty of a misdemeanor of the second degree punishable as provided by general law.

Section 12. ADVERTISING BY FACILITIES. It shall be unlawful for any person, persons, associations, partnerships, corporations, or institutions to offer or advertise to the public, in any way or by any medium whatsoever, ~~large family child care boarding home, family day care home, facility or child care facility service without unless it has first having~~ secured a license under the provisions of this Act. All advertisements advertising any such services shall include the license number of the license issued pursuant to this Act.

Section 13. SEVERABILITY. If any provision of this Act, or the application thereof to any person or circumstances, is held invalid, such invalidity shall not affect other provisions or applications of this Act which can be given effect without the invalid provision or invalid application and to this end the provisions of the Act are declared severable.

Section 2. This act shall take effect upon becoming a law.

Approved by the Governor May 26, 2010.

Filed in Office Secretary of State May 26, 2010.

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Rick Scott
Governor

Celeste Philip, MD, MPH
State Surgeon General & Secretary

Vision: To be the Healthiest State in the Nation

PALM BEACH COUNTY CHILD CARE ADVISORY COUNCIL MEETING DATES AND DEADLINES FOR SUBMITTING LICENSE APPLICATION PACKETS 2017

Child Care Advisory Council Meeting Date	License Application Packet Submittal Deadline
Wednesday, January 11, 2017,	December 21, 2016
Wednesday, February 8, 2017	January 18, 2017
Wednesday, March 8, 2017	February 15, 2017
Wednesday, April 12, 2017	March 22, 2017
Wednesday, May 10, 2017	April 19, 2017
Wednesday, June 14, 2017	May 24, 2017
Wednesday, July 12, 2017	June 21, 2017
Wednesday, August 9, 2017	July 19, 2017
Wednesday, September 13, 2017	August 23, 2017
Wednesday, October 11, 2017	September 20, 2017
Wednesday, November 8, 2017	October 18, 2017
Wednesday, December 13, 2017	November 22, 2017

Child Care Advisory Council meetings are public meetings, which are held on the second Wednesday of each month starting at 9.00 AM, at 800 Clematis Street, West Palm Beach, FL33401, unless otherwise published.