



**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: EMS Advisory Council Advisory  Not Advisory

At Large Appointment or  District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years. From: 05/01/18 To: 9/30/21

Seat Requirement: Private Ambulance 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: \_\_\_\_\_**

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Liddle Brooke Dillon  
Last First Middle

Occupation/Affiliation: \_\_\_\_\_  
Owner  Employee  Officer

Business Name: American Medical Response (AMR)

Business Address: 1105 Barnett Dr. #D

City & State: Lake Worth, FL Zip Code: 33461

Residence Address: 1008 SW 3<sup>rd</sup> Ave.

City & State: Boynton Beach, FL Zip Code: 33426

Home Phone: ( ) Business Phone: (561) 533-5633 Ext. \_\_\_\_\_

Cell Phone: (561) 248-3311 Fax: ( )

Email Address: brooke.liddle@amr.net

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

Attachment # 1

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**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 &amp; 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 12/04 20 17  
 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: Brooke Liddle Date: 12/4/17

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](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 355-1915.

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

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Revised 02/01/2016



December 6, 2017

Lynette Schurter, EMS Specialist  
PBCEM  
20 S. Military Trail  
West Palm Beach, Florida 33415

Lynette,  
As requested, here is a brief bio of my career in Emergency Medical Services.

I have worked in the field, since June of 1991. I started as an EMT with Atlantic Ambulance and became a paramedic in 1992. I have been certified in flight paramedicine; National Registry; Critical Care Paramedic; Field Training Officer and Field Supervisor. In 2000, I was selected as an American Ambulance Association "Star of Life" and represented our area, in Washington D.C. I held the position of EMS Commander in the Glades area, for 10 years.

For the past 16 years, I've been the Chief of Operations for AMR, in Palm Beach County. I oversee our ambulance operation, along with training and community, political relations.

Thank you,

Brooke Liddle NREMT-P  
AMR Chief of Operations  
1105 Barnett Drive Suite D  
Lake Worth, Florida 33461

1105 Barnett Drive Suite D Lake Worth, Florida 33461

Attachment # 1

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November 16, 2017

Sally Waite/Lynette Schurter  
Palm Beach County EMS Office  
20 South Military Trail  
West Palm Beach, Florida 33415

Dear Sally/Lynette  
Atlantic Palm Beach Ambulance Inc. D/B/A American Medical Response, respectfully requests to have Brooke Liddle, Chief of Operations appointed to the Palm Beach County EMS Advisory Council, as the Private Ambulance representative.

Thank you,

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William Hall, Regional Director  
American Medical Response  
1105 Barnett Drive Suite D  
Lake Worth, Florida 33461

1105 Barnett Drive Suite D Lake Worth, Florida 33461

Attachment # 2

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**PALM BEACH COUNTY  
EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL MEMBER INFORMATION**

SEAT #	NAME	Title/Position	Requirement	Current Appt. Date	Current Exp. Date
1	John Treanor	EMS Division Chief Boca Raton	Fire Chiefs Assoc.	10/1/16	9/30/19
2	Elissa Noyes	Director	ER Nurse's Forum	10/1/15	9/30/18
3	Open Seat		Private Ambulance		
4	Dr. Belma Andric	Medical Director/Physician	PBC Health Dist.	5/2/17	9/30/20
5	Brian Fuller	Asst. Fire Chief	EMS Provider	12/5/17	9/30/20
6	Open Seat		Economic Council		
7	Dr. Richard Paley	ER Physian St. Mary's Medical	ER Physician	12/5/17	9/30/20
8	Jamie Smith	EMS Program Director - PBSC	EMS Educator	5/3/16	9/30/19
9	William Quinn	Dir. Southeast FI Funerals	Consumer Dist. 1	10/1/15	9/30/18
10	Ruth Berman	Retired	Consumer Dist. 2	6/2/15	9/30/18
11	Dr. Craig Kushnir	Physician	Consumer Dist. 3	1/23/18	9/30/20
12	Ronald E. Giddens	Optometrist	Consumer Dist. 4	11/21/17	9/30/20
13	Lance Berkowitz	Retired	Consumer Dist. 5	11/21/17	9/30/20
14	Mary Evans	Public Relations Coord. Belle Glade	Consumer Dist. 6	1/23/18	9/30/20
15	Latosha Clemons	Deputy Chief BBFR	Consumer Dist. 7	3/14/17	9/30/19
16	Ken Schepke	Dr. Medical Director/Physician	PBC EMS Medical Dir.	10/1/16	9/30/19
17	Open Seat		Professional FF/Pmd		
18	Robbin Lee	CEO Wellington Regional	Independent Hosp. CEO	12/5/17	9/30/20
19	Gina Melby	CEO JFK Medical Center	HCA Hospital CEO	12/5/17	9/30/20
20	Gabrielle Finley-Hazle	CEO St. Mary's Med Ctr	Tenet Hospital CEO	12/5/17	9/30/20

Attachment # 3

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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 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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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