

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**  
  
**BOARD APPOINTMENT SUMMARY**

**Meeting Date:** May 15, 2018

**Department:** Public Safety / Division of Consumer Affairs

**Advisory Board:** Consumer Affairs Hearing Board (CAHB)

**I. EXECUTIVE BRIEF**

**Motion & Title:** Staff recommends motion to approve: appointment of (1) nominee and reappointment of one (1) incumbent nominee to Consumer Affairs Hearing Board (CAHB) for the term of May 15, 2018 to September 30, 2020 as follows:

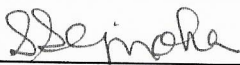

<u>Seat</u>	<u>Appointment</u>	<u>Seat Requirement</u>	<u>Nominated by</u>
4	Manohar Athavale	Citizen/Resident (incumbent)	Mayor McKinlay Vice Mayor Bernard Comm. Burdick Comm. Abrams
7	Courtney Shippey	Citizen/Resident (new)	Mayor McKinlay Vice Mayor Bernard Comm. Burdick Comm. Abrams

**Summary:** The Consumer Affairs Ordinance was approved by the Board of County Commissioners (BCC) on December 17, 2013, and codified in Chapter 9, Article I of the Palm Beach County Code. The Consumer Affairs Ordinance established a seven (7) member Consumer Affairs Hearing Board (CAHB). The Hearing Board serves in both an advisory capacity to the County Commissioners and as an Appeals Hearing Board to hear and act on consumer concerns about unfair/deceptive business practices and appeals relating to the towing, vehicle for hire, moving and price gouging ordinances. Members are selected from various businesses, professions and the general public. A memo was sent to the BCC on March 9, 2018 seeking nominations for the above two (2) at-large seats. The CAHB has seven seats, three are currently filled. With the appointments to these seats, the CAHB will have five seats filled. The Advisory Board will have a diversity count as follows: Asian: 2 (40%) African American: 1 (20%) and Caucasian: 2 (40%). The gender ratio (male: female) is 5:0. Countywide (LDC)

**Background and Justification:** The BCC initially created the CAHB in 1972. The Board carries out the respective requirements of the six ordinances administered by the Consumer Affairs Division. CAHB representation consists of seven (7) seats, one of whom must be an attorney, licensed to practice in the State of Florida. All appointments are made by the BCC based on experience or interest in the field of consumer affairs. Members of the CAHB serve three (3) year terms with a limit of three (3) consecutive terms.

**Attachments:**

- 1. Memorandum requesting nominations
- 2. Board/Committee Application, Ethics Acknowledgement, and Resume for C. Shippey
- 3. Board/Committee Application, Ethics Acknowledgement, and Resume for M. Athavale
- 4. Current CAHB Membership List
- 5. Consumer Affairs Ordinance 2013-035

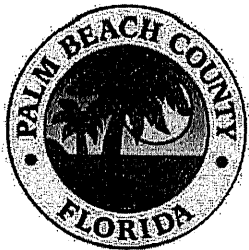
<b>Recommended by:</b>	<u></u>	<u>4/19/18</u>
	<b>Department Director</b>	<b>Date</b>
<b>Legal Sufficiency:</b>	<u></u>	<u>4/20/18</u>
	<b>Assistant County Attorney</b>	<b>Date</b>

**II. REVIEW COMMENTS**

**A. Other Department Review:**

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**Department Director**



Department of Public Safety  
Division of Consumer Affairs  
50 S. Military Trail, Suite 201  
West Palm Beach, FL 33415  
Main Office (561) 712-6600  
South and West County: 1-888-852-7362  
Fax: (561) 712-6610  
[www.pbcgov.com/safety/consumeraffairs](http://www.pbcgov.com/safety/consumeraffairs)

Palm Beach County  
Board of County  
Commissioners  
Melissa McKinlay, Mayor  
Mack Bernard, Vice Mayor  
Hal R. Valeche  
Paulette Burdick  
Dave Kerner  
Steven L. Abrams  
Mary Lou Berger

County Administrator  
Verdenia C. Baker

"An Equal Opportunity  
Affirmative Action Employer"

## MEMORANDUM

**To:** Melissa McKinlay, Mayor, and Members of the Board of County Commissioners

**From:** Rob Shelt, Division Manager *RS*  
Consumer Affairs

**Date:** March 9, 2018

**RE:** Consumer Affairs Hearing Board (CAHB) Request for Nomination of One (1) At Large Member and Reappointment of One (1) Incumbent Member

The purpose of this memo is to request a nomination to reappoint one (1) incumbent position and (1) new member at large for the CAHB as shown below:

Nominee	Initial Appointment	Term Expiration	Requirement
Manohar Athavale	Commissioners Vana, and Valeche (reappointment)	9/30/2020	Citizen/Resident
Courtney Shippey	For Consideration (new)	9/30/2020	Citizen/Resident

Attached is a completed application and resume for the interested and qualified individuals. If you wish to endorse the nomination, please sign Section III of the attached application and return it to me by **Friday, March 28, 2018**. Our recommendation for appointment will be placed on the May 15, 2018, Board of County Commissioners meeting.

If you would like to nominate other candidates for the remaining expired or vacant position, please forward names and contact information to me at your earliest convenience, and I will contact the candidates and work with them to complete the application form.

Pursuant to the Ordinance 2013-035, the CAHB shall consist of seven members. At least one member shall be an attorney, licensed to practice in the State of Florida, and all other appointments shall be made by the Board of County Commissioners on the basis of experience or interest in the field of consumer affairs. All Board members shall be for a term of three years with a limit of three consecutive terms.

Attachment # 1  
Page 1 of 2

The CAHB serves in both an advisory capacity to the BCC and as an Appeals Hearing Board to carry out the functions pertaining to alleged unfair or deceptive trade acts or practices as provided for in Palm Beach County Code Chapter 9 Consumer Affairs, article 1. CAHB members assist, advise and cooperate with the Board of County Commissioners and local, state, and federal agencies, protect the interest of Palm Beach County consumers, and hear appeals from administrative action taken against companies believed to be in violation of one of the regulatory ordinances assigned to Consumer Affairs: Towing, Vehicle for Hire, Moving, Home Caregivers, and Water Taxis. The portion of the Consumer Affairs Ordinance pertaining to the hearing board is attached.

Any additional candidates will be presented to the Board for appointment at a later date. If you should have any questions, please feel free to contact me at 561-712-6605.

Attachments: Board/Committee Application and Resume for C. Shippey  
Board/Committee Application and Resume for M. Athavale  
Composition and Diversity of CAHB  
2018 Meeting Schedule

Copy: Stephanie Sejnoha, Public Safety Department Director  
Jon Van Arnam, Deputy County Administrator  
Denise Coffman, Assistant County Attorney

Attachment # 1

Page 2 of 2

**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: Consumer Affairs Hearing Board Advisory ☒ Not Advisory ☐

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

Term of Appointment: 3 Years. From: 5/15/18 To: 9/30/2020

Seat Requirement: resident; at-large member Seat #: 7

☐ \*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: SHIPPEY Courtney Livingstone  
Last First Middle

Occupation/Affiliation: Environmental Administrator  
Owner ☐ Employee ☒ Officer ☐

Business Name: Florida Department of Health – Palm Beach County

Business Address: 800 Clematis Street

City & State West Palm Beach, Florida Zip Code: 33411

Residence Address: 153 Saratoga Blvd. W

City & State Royal Palm Beach, Florida Zip Code: 33411

Home Phone: (561) 385-2146 Business Phone: ( ) N/A Ext. \_\_\_\_\_

Cell Phone: (561) 385-2146 Fax: ( )

Email Address: Shippeyclw@aol.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.

Contract/Transaction No.	Department/Division	Description of Services	Term
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100

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

NONE

☒

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.palmbeachcountylethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 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 February 26, 2018

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: Courtney Shippey Printed Name: Courtney Shippey Date: 3/2/2018

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountylethics.com](http://www.palmbeachcountylethics.com) or contact us via email at [ethics@palmbeachcountylethics.com](mailto:ethics@palmbeachcountylethics.com) or (561) 233-0724.

Return this FORM to:  
Palm Beach County Board of County Commissioners  
Rob Shelt, Division of Consumer Affairs  
50 South Military trail, Suite 201  
West Palm Beach, FL 33415

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: 5-15-18

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

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

Revised 01/14/2014

Attachment # 2

Page 2 of 4

**Courtney L. W. Shippey**

**153 Saratoga Boulevard West  
Royal Palm Beach, FL 33411**

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**SUMMARY**

**A SEASONED PUBLIC HEALTH PROFESSIONAL WITH A STRONG BACKGROUND IN REGULATORY ENVIRONMENTAL HEALTH, AND A SUCCESSFUL TRACK RECORD IN PROGRAM ADMINISTRATION. MAJOR STRENGTHS IN LEADERSHIP, PLANNING, PROGRAM ANALYSIS, EVALUATION, PROBLEM-SOLVING, TRAINING, EMERGENCY PREPAREDNESS & RESPONSE, AND INFORMATION MANAGEMENT.**

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**ACCOMPLISHMENTS**

- Provided administrative oversight of the Department of Health's Food and Facilities Programs including Child Care Licensing in Palm Beach County. Initiated and coordinated development and revision of local laws and regulations. Led a team of talented environmental health professionals, and ensure successful collaboration, coordination, and cooperation with internal and external customers, organizations, and agencies. Achieved consistently high levels of customer satisfaction.
- Reviewed and provided public health related comments on land use applications. Advised planners, developers, and elected officials on health regulations and public health principles affecting proposed land use.
- Supervised and implemented regulatory inspection and investigations of facilities that generate hazardous waste, and enforced related state and local laws. Coordinated the toxic substances Community-Right-To-Know program. Investigated and resolved complaints related to hazardous and toxic substances. Monitored site assessment and remediation of environmental contamination. Provide information to facility operators and the public on the management of hazardous materials.
- Developed, executed, monitored, and managed HIV prevention contract for Florida Department of Health (DOH). Provided consultation and technical assistance to contract providers. Worked harmoniously and productively with DOH Bureau staff in Tallahassee.
- Designed and administered successful grant-funded programs. Functioned as a key member of an administrative team in preparing budgets and negotiating service contracts, writing successful grant applications, conducting administrative and operational problem solving, and working with members of a community advisory board. Established and maintained collaborative and cooperative linkages with other agencies. Designed and developed systems and procedures to implement policies.
- Collected, validated and analyzed data, and completed related monthly, quarterly and annual reports. Analyzed community needs, and made recommendations for program changes and funding priorities.
- Designed, developed and maintained computer database systems for tracking services and monitoring staff performance. Managed the information systems for a multi-program agency, and provided information needed for management decision-making and quality assurance. Designed and conducted research projects, client satisfaction surveys, and community needs assessments.
- Conducted regulatory inspections and investigations in schools, childcare facilities, foodservice establishments, nursing homes, group homes, foster homes, detention facilities, and other establishments to protect vulnerable populations, and ensure compliance with applicable health and safety regulations. Instituted successful legal actions in enforcing health and safety laws. Investigated and resolved citizens' complaints. Investigated cases and outbreaks of communicable diseases, determine causal factors, and implemented appropriate control measures. Planned and conducted various types of interviews to obtain or provide information, and to resolve problems.
- Coordinated a tertiary educational program for public health inspectors. Designed and developed curricula, and taught various environmental health courses to sanitarians, public health nurses, and food industry personnel. Designed, planned, organized and coordinated training programs, meetings, seminars, workshops, and conferences.

EMPLOYMENT

<b>Palm Beach County Health Department</b> West Palm Beach, Florida <i>Environmental Administrator</i>	<i>2014 - present</i>
<b>Palm Beach County Health Department</b> West Palm Beach, Florida <i>Environmental Manager</i>	<i>2007 - 2014</i>
<b>Palm Beach County Health Department</b> West Palm Beach, Florida <i>Environmental Specialist II &amp; III</i>	<i>1999-2007</i>
<b>Palm Beach County Health Department</b> Lake Worth, Florida <i>Operations &amp; Management Consultant (Contract Manager)</i>	<i>1998-1999</i>
<b>Palm Beach County Health Department / Boynton Community Life Center</b> Boynton Beach, Florida <i>Human Services Program Manager (Assistant Project Director/ Evaluator)</i>	<i>1994-1998</i>
<b>Palm Beach County Health Department</b> West Palm Beach, Florida <i>Senior Human Services Program Analyst/Coordinator</i>	<i>1994</i>
<b>Florida Department of Agriculture and Consumer Services</b> West Palm Beach, Florida <i>Agriculture and Consumer Protection Specialist</i>	<i>1992--1994</i>
<b>Palm Beach County Health Department</b> West Palm Beach, Florida <i>Environmental Health Specialist</i>	<i>1989-1992</i>
<b>Ministry of Health / West Indies School of Public Health</b> Kingston, Jamaica <i>Public Health Instructor / Field Supervisor</i>	<i>1982-1989</i>
<b>Hanover Health Department</b> Hanover, Jamaica <i>Public Health Inspector</i>	<i>1973-1982</i>

PROFESSIONAL CERTIFICATIONS/ REGISTRATIONS

- Registered Sanitarian – Florida Registration # 466
- Certified Playground Safety Inspector #40251-1220
- Certified Lead Risk Assessor – EPA Certification #: FL-R-15613-1 (expired)
- Council on Licensure, Enforcement and Regulation Certified Investigator/Inspector (Specialized)

EDUCATION

<b>Master of Public Administration</b> Florida Atlantic University, Boca Raton, Florida MAJOR: PUBLIC ADMINISTRATION	<i>1997</i>
<b>Bachelor in Health Services (Honors)</b> Florida Atlantic University, Boca Raton, Florida MAJOR: HEALTH ADMINISTRATION	<i>1993</i>
<b>Health Management Program</b> University of the West Indies, Kingston, Jamaica MAJOR: HEALTH MANAGEMENT	<i>1988</i>
<b>Health Science Tutors Certificate (Distinction)</b> PAHO/WHO/University of Guyana, MAJOR: EDUCATION/TRAINING OF ALLIED HEALTH PERSONNEL	<i>1983</i>
<b>Diploma in Animal Health &amp; Veterinary Public Health (Distinction)</b> The Regional Educational Program for Animal Health Assistants PAHO/United Nations Development Program, Mon Repos, Guyana MAJOR: ANIMAL HEALTH & VETERINARY PUBLIC HEALTH	<i>1980</i>
<b>Royal Society of Health Diploma for Public Health Inspectors</b> West Indies School of Public Health, Kingston, Jamaica MAJOR: PUBLIC HEALTH	<i>1974 &amp; 1977</i>



**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: Consumer Affairs Hearing Board Advisory ☒ Not Advisory ☐  
☒ At Large Appointment or ☐ District Appointment / District #: \_\_\_\_\_  
Term of Appointment: 3 Years. From: 5/15/18 To: 9/30/2020  
Seat Requirement: resident; at-large member 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: Athavale Manohar "Manny" L.  
Last First Middle  
Occupation/Affiliation: Retired  
Owner ☐ Employee ☐ Officer ☐  
Business Name: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
City & State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Residence Address: 8712 S Kendale Cir  
City & State: Lake Worth, FL Zip Code: 33467  
Home Phone: (561) 304 2533 Business Phone: ( ) Ext. \_\_\_\_\_  
Cell Phone: (561) 212 7781 (561) 880 8728  
Email Address: MATHAVAL@MSN.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.

Contract/Transaction No.	Department/Division	Description of Services	Term
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100

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

NONE



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   1/22/   2018  
       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: Manohar J. Athavale Printed Name: Manohar Athavale Date:   1/22/2018  

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:  
Palm Beach County Board of County Commissioners  
Rob Shelt, Division of Consumer Affairs  
50 South Military trail, Suite 201  
West Palm Beach, FL 33415

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

Appointment to be made at BCC Meeting on:   5-15-18  

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

Manohar L Athavale  
8712 S Kendale Circle, Lake Worth, FL 33467  
561-304-2533 / 561-212-7781 / 561-304-2818(fax)

**BACKGROUND  
SUMMARY**

**Teaching Experience:**  
Full time: One year at Mississippi Valley State University  
Adjunct: (equivalent 3 years) Number of courses taught at Syracuse University in  
Computer Simulation  
Teaching Assistant: 3 years at University of Wisconsin  
**Industrial Experience:** Forty one years of IBM experience in technology,  
development, services, and training employees.  
**Development:** Software development and development project management  
**Services:** Certified Executive Level Project manager. Performed/Managed  
multimillion dollar development projects in various industries  
**Sales:** Managed WW sales teams and have been a client executive in many  
segments (A&D, Semiconductor, Automotive) and many HW and SW products.  
**Volunteering Experience:** Volunteered as Tax Preparer for VITA (United Way  
Free Tax Preparation Service) and for AARP during 2007, 2008, 2009 tax  
seasons.

**EXPERIENCE**  
1976-1977

**Professor:** Mississippi Valley State University: Established a new computer  
Science Department and taught a number of undergraduate level courses  
**Adjunct Faculty:** Taught graduate level courses in Computer Modeling and  
Simulation in Department of Computer Sciences and Mathematics at Syracuse  
University

2005-2009

**Industrial Experience:** Sales/Client executive for GES (Global Engineering  
Services): Client executive for Cell Processor based technology and Speech-2-  
Speech Translation technology. Worked as global sales leader of a sales team  
and Technical Specialist in Aerospace and Defense sector, Consumer electronics  
sector, and Automotive Sector.

2005

**Project Executive/Services** for Embedded Systems Software Development  
project at Hyundai Automotive facility in S. Korea.

2003-2005

**Project Executive/Services** for a \$50M systems implementation mission in  
Singapore. Led a multinational services team of 50 software/hardware engineers  
to implement a manufacturing control system for Chartered Semiconductor in  
Singapore.

2001-2003

**WW Sales leader** for Special Applications of the IBM PLM portfolio.

1995-2000

**Automation Systems Services principal,** led a services and software  
development organization of 120 professionals as a Managing principal of  
*Manufacturing Automation Systems*. Started the organization and took to the US  
market a software product developed in IBM Japan and successfully  
implemented at a number of external customers in AP.

1982-1994

**Managed various services and consulting units** in Industrial Sector, IGS,  
Manufacturing Technology Center, CIM Technology Center, and Corporate  
Staff. Active role in well recognized IBM reengineering of the 90s.

1973-1982

**Semiconductor Software Development:** Worked in various capacities at IBM  
Fishkill

**EDUCATION:**

Ph D (Computer Science) University of Wisconsin 1973  
MS (Industrial Engineering) Cornell University  
B Tech from Indian Institute of Technology, Mumbai



**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
CONSUMER AFFAIRS HEARING BOARD**

**I. AUTHORITY :**

Ordinance 2013-035, adopted December 17, 2013.

**II. APPOINTING BODY :**

Board of County Commissioners

**III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :**

The Board shall consist of seven members. At least one member shall be an attorney, licensed to practice in the State of Florida, and all other appointments shall be made by the Board of County Commissioners on the basis of experience or interest in the field of consumer affairs. All Board members shall be for a term of three years with a limit of three consecutive terms. Terms shall begin on October 1st and end on September 30th. Vacancies occurring during a term shall be filled for the unexpired portion of the term, and shall not count towards a member's term limits. Members shall be residents of Palm Beach County at the time of appointment and while serving on the Board. Members serve without compensation.

**EXTENDED COMPOSITION :**

**IV. MEETINGS :**

The Board shall meet on a regular basis to conduct its business and as necessary to conduct administrative hearings.

**V. FUNCTIONS :**

To assist, advise, and cooperate with the BCC and local, state, and federal agencies and officials to protect the interests of the consumer-public; to hear appeals by persons aggrieved by actions of the Consumer Affairs Division not already referred to the state attorney for criminal prosecution; the Board shall reach a prompt decision on all such appeals and may affirm or reverse the action or decision appealed from, provided that such decision shall not be in conflict with the provisions of the Ordinance; and to exercise and perform such other functions, powers and duties as may be deemed necessary or appropriate to protect and promote the welfare of county consumers.

**VI. LIAISON INFORMATION :**

LIAISON DEPARTMENT

Public Safety

CONTACT PERSON

Rob Shelt

ADDRESS

50 S Military Tr Ste 201  
West Palm Beach FL 33415  
Phone # 561-712-6605

\* indicates a member having an action pending

Attachment# 4  
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CONSUMER AFFAIRS HEARING BOARD

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME PHONE	SEAT REQUIREMENT	APPOINT DATE	REAPPOINT DATE	EXPIRE DATE
Appointed By : At-Large/Palm Beach County Board of County Commissioners									
1	* Philip M. Schutzer schutzep@comcast.net  9517 Via Elegante Wellington FL 33411	Member	CA	M	561-855-4335	Attorney	08/19/2014		09/30/2017
NOMINATED BY :									
2	George J. Kinoshita gjkinoshita@yahoo.com  2777 Muskegon Way West Palm Beach FL 33411	Member	AS	M	561-345-4173	Resident of Palm Beach County	07/12/2016	10/01/2016	09/30/2019
NOMINATED BY :									
3	* Michael T. Carter vanguardconstruct@gmail.com  903 43rd St West Palm Beach FL 33407	Member	AA	M	561-313-2571	Resident of Palm Beach County	02/04/2014		09/30/2016
NOMINATED BY :									
4	* Manohar L Athavale mathavale@msn.com  8712 S Kendale Cir Lake Worth FL 33467	Member	AS	M	561-304-2533	Resident of Palm Beach County	05/04/2011	02/04/2014	09/30/2016
NOMINATED BY :									

\* indicates a member having an action pending

Appointed By : At-Large/Palm Beach County Board of County Commissioners

5	Frank D. Lewis frank_j55@yahoo.com	Member	CA	M	561-391-1514	Resident of Palm Beach County	04/23/2013	10/01/2015	09/30/2018
	6812 Calle del Paz N Boca Raton FL 33433								

NOMINATED BY :

6	Harold Moldoff hmoldoff@comcast.net	Member	CA	M	561-855-7754	Resident of Palm Beach County	04/23/2013	10/01/2015	09/30/2018
	2797 Muskegon Way West Palm Beach FL 33411 5779								

NOMINATED BY :

7	* Harold Murphy dirtyh911@aol.com	Member	CA	M	56-166-20025	Resident of Palm Beach County	05/18/2010	10/07/2014	09/30/2017
	13245 Compton Rd Loxahatchee FL 33470								

NOMINATED BY :

Attachment# 4  
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\* indicates a member having an action pending

Consumer Affairs Hearing Board  
(Ord. No. 2013-035, § 12, 12-17-13)

Sec. 9-11. - Consumer Affairs Hearing Board.

- (a) The Palm Beach County Consumer Affairs Hearing Board is hereby recreated and reestablished. The Board shall be subject to the uniform policies and procedures established by the Board of County Commissioners for advisory boards as currently set forth in Resolution No. 2013-0193, as may be further amended by action of the Board of County Commissioners.
- (b) The Board shall consist of seven (7) members appointed at-large by the Board of County Commissioners. The members of this Board shall be residents of Palm Beach County at the time of appointment and while serving on the Board. At least one (1) member shall be an attorney, licensed to practice in the State of Florida, and all other appointments shall be made by the Board of County Commissioners on the basis of experience or interest in the field of consumer affairs. All Board appointments shall be for a term of three (3) years, with a limit of three (3) consecutive terms. Terms shall begin on October 1, and end on September 30. Existing member's terms shall end on September 30 of the year in which their term expires. Vacancies occurring during a term shall be filled for the unexpired portion of the term, and shall not count toward a member's term limits. Members serve without compensation. Members shall be governed by the applicable provisions of the State Ethics Code and the applicable provisions of the Palm Beach County Code of Ethics, as may be amended.
- (c) Members 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 ( $\frac{1}{2}$ ) of the meetings scheduled during a calendar year. Participation for less than three-fourths ( $\frac{3}{4}$ ) of a meeting shall be the same as a 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. Vacancies shall be filled in the same manner as the original appointments for the remainder of the vacant term.
- (d) Members shall appoint a chairperson and a vice-chairperson. The chairperson and the vice-chairperson shall be elected by a majority vote of the Board and shall serve for a term of one (1) year. The vice-chairperson shall perform the duties of the chairperson in the absence of the chairperson. In the absence of both the chairperson and the vice-chairperson, the Division director or manager may conduct the meeting or hearing. Meetings and hearings shall be governed by Robert's Rules of Order, and shall be open to the public, duly advertised and otherwise comply with all applicable requirements of Florida's "Sunshine" law as set forth in F.S. Ch. 286. A majority of the members currently appointed shall constitute a quorum and action may be taken by the board upon a vote of a majority of the members present. At any meeting or hearing, the Board may fix and call a meeting or hearing on a future date. The Board shall meet on a regular basis to conduct its business and as necessary to conduct administrative hearings filed by persons appealing the decisions of the Division.
- (e) Any appeal of a decision rendered by the Consumer Affairs Hearing Board regarding a violation of F.S. Ch. 501 shall be directed to the Florida Office of the Attorney General with subsequent judicial review through the district courts of appeal. Adjudications of the Consumer Affairs Hearing Board of substantive violations of this article shall be appealed to the Circuit Court of the Fifteenth Judicial Court by Writ of Certiorari.
- (f) Alternatively, the Division shall have the option to utilize a Special Master to hear matters for appeal, instead of scheduling those appellate matters before the Consumer Affairs Hearing Board. The Division shall establish policies and procedures governing the Special Master process prior to said utilization.

(Ord. No. 2013-035, § 12, 12-17-13)

Sec. 9-12. - Powers of the Consumer Affairs Hearing Board.

The Consumer Affairs Hearing Board shall have the following authority and power:

Consumer Affairs Hearing Board  
(Ord. No. 2013-035, § 12, 12-17-13)

- (a) To assist, advise, and cooperate with the Board of County Commissioners and local, state, and federal agencies and officials to protect the interests of the consumer-public;
- (b) To hear appeals by persons aggrieved by actions of the Consumer Affairs Division not already referred to the State Attorney for criminal prosecution; the Board shall reach a prompt decision on all such appeals and may affirm or reverse the action or decision appealed from, provided that such decision shall not be in conflict with the provisions of this article; and
- (c) To exercise and perform such other functions, powers and duties as may be deemed necessary or appropriate to protect and promote the welfare of county consumers.

(Ord. No. 2013-035, § 13, 12-17-13)

Sec. 9-13. - Consumer Affairs Hearing Board—Proceedings at hearing.

- (a) The Board shall give probative effect to the evidence which would be admissible to civil proceedings in the courts of this state but in receiving evidence due regard shall be given to the competent, reliable and technical evidence which will aid the Board in making a fair determination of the matter, regardless of the existence of any common law or statutory rule which might otherwise make improper the admission of such evidence.
- (b) The rules of privilege shall be effective to the same extent that they are now or hereafter may be recognized in civil action. Irrelevant and unduly repetitious evidence shall be excluded.
- (c) At the hearing the parties may present testimony and evidence, and the right to cross examine witnesses shall be preserved. All testimony and evidence shall be given under oath or by affirmation.
- (d) The Board shall keep a full record of the hearing, which record shall be public and open to inspection by any person; and upon request by any principal party to the proceedings the Board shall furnish such party a copy of the hearing record, at such cost as the Board of County Commissioners deems appropriate.
- (e) The general procedure for the hearing shall be as set forth above, and as well, each party shall have the following rights:
  - (1) To call and examine witnesses;
  - (2) To introduce exhibits;
  - (3) To cross examine opposing witnesses on any relevant matter even though the matter was not covered under direct examination;
  - (4) To impeach any witness regardless of which party first called him to testify; and
  - (5) To rebut the evidence.

(Ord. No. 2013-035, § 14, 12-17-13)