

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

BOARD APPOINTMENT SUMMARY

Meeting Date: August 14, 2018

Department: PUBLIC SAFETY

Advisory Board: Emergency Medical Services Advisory Council

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve: one “At Large” Appointment to the Emergency Medical Services Advisory Council (EMS Council) for the term from August 14, 2018, to September 30, 2019.

<u>Nominee</u>	<u>Seat</u>	<u>Designation</u>	<u>Nominated by</u>
Drew Reyburn	17	PBC Council Firefighters	Professional Firefighters of PBC


Summary: Per Resolution R2014-0100, the Board of County Commissioners approved a representative make-up of the EMS Council to include 20 members. Thirteen members are representatives of the various components of the EMS system with specific requirements and seven (7) members are Commission District Consumer appointments. The previous nominee for this seat has resigned and a letter was sent to the Professional Firefighters of Palm Beach County (PBC) for a new nominee who will complete the former nominee's Council term. The one (1) nominee is a Caucasian male. With the appointment to this seat, the EMS Council will have 19 seats filled. The EMS Council will have a diversity count as follows: African American: 3 (16%) and Caucasian: 16 (84%). The gender ratio (male: female) will be 8:11. Countywide (LDC)

Background and Justification: The purpose of the EMS Council is to provide recommendations for improving EMS in PBC.

Attachments:

1. Board/Committee Application Ethics Acknowledgement
2. Nomination letter from Professional Firefighters of PBC
3. List of current members
4. Resolution R-2014-0100

Recommended by: Depoke 7/18/18
Department Director Date

Legal Sufficiency: 
Assistant County Attorney

7/19/18
Date

*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.***

Board Name: Emergency Medical Services Advisory Council **Advisory** ☒ **Not Advisory** ☐

☒ At Large Appointment **or** ☐ District Appointment /District #: _____

Term of Appointment: _____ Years. From: _____ To: September 30, 2019

Seat Requirement: Palm Beach County Council of Firefighters/Paramedics Seat #: 17

☐ *Reappointment **or** ☐ New Appointment

or ☐ to complete the term of Jeffrey Teems Due to: ☒ resignation ☐ other

Completion of term to expire on: September 30, 2019

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name:	Reyburn	Drew	
	Last	First	Middle
Occupation/Affiliation:	Firefighter/Paramedic and 2 nd Legislative Vice President Local 2928		
	Owner []	Employee [X]	Officer []
Business Name:	Professional Firefighters/Paramedics of PBC, Local 2928		
Business Address:	2328 S. Congress Ave, Suite 2C		
City & State	West Palm Beach, FL	Zip Code:	33406
Residence Address:	7616 Wentworth Dr.		
City & State	Lake Worth, FL	Zip Code:	33467
Home Phone:	()	Business Phone:	(561) 969-0729 Ext.
Cell Phone:	(561)436-7322	Fax:	()
Email Address:	LVP2@iaff2928.com		

If Yes, state the court, nature of offense, disposition of case and date:

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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 & 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 10/18 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: [Signature] Printed Name: DREW REYNOLDS Date: 5/25/18

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:
{Insert Liaison Name Here}, {Insert Department/Division Here}
{Insert Address Here}

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

Commissioner's Signature: _____ Date: _____



Professional Firefighters/Paramedics of Palm Beach County, Inc. IAFF Local 2928

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

May 9, 2018

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

Re: Emergency Medical Service Council, PBC Council of Firefighters & Paramedics Seat

Dear Ms. Schurter:

This letter serves as notification that we would like to appoint Drew Reyburn to represent PBC Council of the Firefighters & Paramedics.

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

Sincerely,

Scott Bielecky
President
Professional Firefighters/Paramedics of
Palm Beach County, Inc.
IAFF Local 2928
President@iaff2928.com
Cell: 561-719-2427

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



Attachment # 2

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PALM BEACH COUNTY
EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL MEMBER INFORMATION

SEAT#	NAME	TITLE/POSITION	REQUIREMENT	APPT DATE	EXP DATE
1	John Treanor	EMS Division Chief Boca Raton	Fire Chiefs Assoc	10/1/2016	9/30/2019
2	Elissa Noyes	ED Director	ER Nurse's Forum	10/1/2015	9/30/2018
3	Brooke Liddle	Asst. Operations Manager	Private Ambulance	5/1/2018	9/30/2021
4	Dr. Belma Andric	Medical Director/Physician	PBC Health District	5/2/2017	9/30/2020
5	Brian Fuller	Asst. Chief Greenacres	EMS Provider	12/5/2017	9/30/2020
6	Open Seat		Economic Council		
7	Dr. Richard Paley	ER Physican St. Mary's Medical	ER Physician	12/5/2017	9/30/2020
8	Jamie Smith	EMS Program Director - PBSC	EMS Educator	5/3/2016	9/30/2019
9	William Quinn	Dir Southeast FL Funerals	Consumer Dist 1	10/1/2015	9/30/2018
10	Ruth Berman	Retired	Consumer Dist 2	6/2/2015	9/30/2018
11	Dr. Craig Kushnir	Physician	Consumer Dist 3	1/23/2018	9/30/2020
12	Dr. Ronald Giddens	Optometrist	Consumer Dist 4	11/21/2017	9/30/2020
13	Lance Berkowitz	Retired	Consumer Dist 5	11/21/2017	9/30/2020
14	Mary Evans	Public Relations Coord - Belle Gld	Consumer Dist 6	1/23/2018	9/30/2020
15	Latosha Clemons	Deputy Chief Boynton Beach	Consumer Dist 7	3/14/2017	9/30/2019
16	Dr. Ken Schepcke	Medical Director/Physician	PBC EMS Medical Dir	10/1/2016	9/30/2019
17	Open Seat		Professional FF/Pmd		
18	Robbin Lee	CEO Wellington Regional	Independent Hosp. CEO	12/5/2017	9/30/2020
19	Gina Melby	CEO JFK Medical Center	HCA Hospital CEO	12/5/2017	9/30/2017
20	Gabrielle Finlay-Hazle	CEO St. Mary's Medical Center	Tenet Hospital CEO	12/5/2017	9/30/2017

RESOLUTION NO. 201 4 - 0100

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING RESOLUTION R73-162; AMENDED BY RESOLUTIONS R73-341; R75-814; R77-1093; R77-1133; R85-1073; R89-1086; R90-549; R93- 448 R93-876; R94-154; R99-1396; R2009-0248; R2012-0216; ESTABLISHING AND UPDATING THE UNIFORM POLICIES AND PROCEDURES FOR PALM BEACH COUNTY ADVISORY BOARDS, COMMITTEES, AND COMMISSIONS; PROVIDING FOR CREATION OF THE PALM BEACH COUNTY EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL

WHEREAS it is desirable to repeal Resolution R73-162; amended by Resolutions R73-341; R75-814; R77-1093; R77-1133; R85-1073; R89-1086; R90-549; R93-448; R93-876; R94-154; R99-1396; R2009-0248; R2012-0216; and reestablish up-to-date policies into one all encompassing document which includes specific procedures to ensure compliance with the Board of County Commissioners directives; and

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida, established the Palm Beach County Emergency Medical Services Advisory Council ("Advisory Council") on March 27, 1973; and

WHEREAS, on February 5, 2013, the Board of County Commissioners ("Board") adopted Resolution 2013-0193, establishing uniform policies and procedures for Palm Beach County advisory boards, committees and commissions; and

WHEREAS, there is a need to bring Resolution R73-162, as amended into compliance with the Board of County Commissioners' uniform policies and procedures on advisory boards as provided in Resolution R2013-0193, as may be amended; and

WHEREAS, repealing and replacing Resolution R73-162; amended by Resolutions R73-341; R75-814; R77-1093; R77-1133; R85-1073; R89-1086; R90-549; R93-448; R93-876; R94-154; R99-1396; R2009-0248; R2012-0216, pertaining to the

Palm Beach County Emergency Medical Services Advisory Council ("Advisory Council"), will simplify future reference.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, that:

Section 1. Repeal and Replacement of Prior Resolutions. Resolutions R73-162, R73-341, R75-814, R77-1093, R77-1133, R85-1073, R89 1086, R90-549, R93-448, R93-876, R94-154, R99-1396, R2009-0248, and R2012-0216 are repealed and replaced in their entirety.

Section 2. Creation of the Palm Beach County Emergency Medical Services Advisory Council. There is hereby re-established the Palm Beach County Emergency Medical Services Advisory Council, an Advisory Board, to be known as the "EMS Advisory Council" herein referred to as the "Advisory Council."

Section 3. Advisory Board Membership. The Advisory Council shall be composed of twenty (20) members, seven (7) of whom shall be termed "District" members, thirteen (13) of whom shall be termed "At-Large" members. All members must be residents of Palm Beach County at the time of appointment and while serving on the Advisory Council and shall have such qualifications for office as are hereinafter enumerated. At-Large members shall be appointed by the Board, as a whole, from nominations provided by individual agencies that the members are associated with as well as the County Commissioners. At-Large members shall also possess qualifications for office as hereinafter enumerated. All District members shall serve at the pleasure of the District Commissioner appointing them and may be removed without cause. Similarly, all At-Large members shall serve at the pleasure of the Board and may be removed without cause.

Section 4. Qualifications of Members. Each person nominated for and appointed to the Advisory Council shall possess a favorable reputation within Palm Beach County for experience and expertise in at least one of the following professions or fields:

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

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

between this Resolution and any amendments hereto, and the aforesaid Resolution 2013-0193, as may be amended, the latter shall prevail over the former.

Section 21. Effective Date. The provisions of this Resolution shall be effective immediately upon adoption.

The foregoing Resolution was offered by Commissioner Abrams, who moved its adoption. The motion was seconded by Commissioner Vana, and upon being put to a vote, the vote was as follows:

Commissioner Priscilla A. Taylor, Mayor	-	<u>Aye</u>
Commissioner Paulette Burdick, Vice Mayor	-	<u>Aye</u>
Commissioner Hal R. Valeche	-	<u>Aye</u>
Commissioner Shelley Vana	-	<u>Aye</u>
Commissioner Stephen A. Abrams	-	<u>Aye</u>
Commissioner Mary Lou Berger	-	<u>Aye</u>
Commissioner Jess R. Santamaria	-	<u>Aye</u>

The Mayor thereupon declared the Resolution duly passed and adopted this 14th day of January 2014.

PALM BEACH COUNTY, FLORIDA, BY ITS
BOARD OF COUNTY COMMISSIONERS

Sharon R. Bock, Clerk & Comptroller

By: [Signature]
Deputy Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: [Signature]
Assistant County Attorney