

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

BOARD APPOINTMENT SUMMARY

=====

Meeting Date: **October 2, 2018**

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

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

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

=====

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Reappointment of two (2) members to the Child Care Advisory Council to fill the positions of a representative for fire protection, engineering or technology, and a representative who is the parent of a child currently enrolled in a child care facility or family child care home. The reappointments will expire September 30, 2021.

<u>NOMINEE:</u>	<u>SEAT #:</u>	<u>REQUIREMENT:</u>	<u>NOMINATED BY</u>
Elyse W.Brown	5	Represents fire protection, engineering, or technology.	Staff
Kendra Barnes	6	Represents a parent of a child, currently enrolled in a child care facility.	Staff

Summary: The Child Care Advisory Council is comprised of seven members who serve at the pleasure of the Board of County Commissioners. Council membership 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 # 5, Elyse Brown, is a Community Education Specialist with Palm Beach County Fire Rescue. She has more than 15 years of work experience in the areas of fire and life safety science and education. The applicant for reappointment to Seat # 6, Kendra Barnes is the parent of a child currently enrolled in a child care facility in Palm Beach County. With this approval, the Council will consist of seven members: one African-American male (14.3%), one African-American female (14.3%), and five Caucasian females (71.4%). The gender ratio (female: male) is 6:1 Countywide (HH)

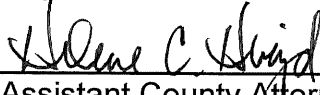
Background and Justification: Chapter 2010-249, Laws of Florida, provides for the organization of the Child Care Advisory Council. This Special Act and Palm Beach County Codes, Appendix D, Chapter 1, Article IV.2, set forth the required composition of the Child Care Advisory Council.

Attachments:

- 1. Memo including CCAC Members List
- 2. Board/Committees Application Checklists
- 3. Board/Committee Application – Elyse Brown
- 4. Board/Committee Application – Kendra Barnes

=====

Recommended by:  9/20/18
Department Director Date

Legal Sufficiency:  9/24/18
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

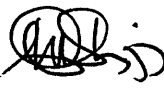
Celeste Philip, MD, MPH
State Surgeon General & Secretary

Vision: To be the Healthiest State in the Nation

MEMORANDUM

TO: Todd Bonlarron
Assistant County Administrator
Palm Beach County

THRU' Timothy Mayer, RS, MPH 
Director, Environmental Public Health
FDOH, Palm Beach County

FROM: Courtney Shippey 
Environmental Administrator
FDOH, Palm Beach County

DATE: September 17, 2018

RE: Reappointment to Seats 5 & 6 of the Child Care Advisory Council

Please find attached an agenda item and supporting documents for the reappointment of Elyse Brown and Kendra Barnes to the Child Care Advisory Council (Council). Ms. Brown and Ms. Barnes are recommended for reappointment to Seats 5 and 6, respectively. Over the years, these candidates have served with distinction on the Council, and are eligible for reappointment. Their current appointment expire on September 30, 2018.

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: Represented by: **Ruta Varnavicius.**
- Seat 2: One member operating a family child care home: Represented by **Mary Morris.**
- Seat 3: One member operating a parochial facility: Represented by **Louise Mancini.**
- Seat 4: One member who represents a consumer protection enforcement official: Represented by **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.**

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

cc: Andrew Simler, Esq., Senior Attorney, FDOH Palm Beach County

Attachment

- Palm Beach County BCC Board Appointment Summary

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 Flhealthpalmbeach.org



Accredited Health Department
Public Health Accreditation Board

**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: CHILD CARE ADVISORY COUNCIL Advisory [X] Not Advisory []

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

Term of Appointment: Three (3) Years. From: _____ To: _____

Seat Requirement: Represents fire protection, engineering, or technology. Seat #: 5

☒ *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: N/A**

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name:	<u>BROWN</u>	<u>ELYSE</u>	<u>WEINTRAUB</u>
	Last	First	Middle

Occupation/Affiliation: Fire Safety Specialist

Owner [] Employee [X] Officer []

Business Name: PALM BEACH COUNTY FIRE RESCUE

Business Address: 405 PIKE ROAD

City & State WEST PALM BEACH Zip Code: 33411

Residence Address: _____

City & State _____ Zip Code: _____

Home Phone: () Business Phone: () Ext. _____

Cell Phone: () _____ Fax: () _____

Email Address: _____

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
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(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-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 2-6-2018

☐ 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: Elyse Weintraub Brown Printed Name: Elyse Weintraub Brown Date: 9/12/2018

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 or contact us via email at ethics@palmbeachcountylethics.com or (561) 355-1915.

Return this FORM to:
Courtney Shippey, Florida Department of Health in 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: _____

ELYSE WEINTRAUB BROWN

3262 Harness Circle Wellington, Florida, 33449 561-346-2132 ewbrown@pbcgov.org

ROLES & RESPONSIBILITIES

PALM BEACH COUNTY FIRE RESCUE, WEST PALM BEACH, FL

Community Education Specialist, Jan 2003 – Present

- As Step-Up Community Education Manager- managed daily tasks and delegated as needed
- Research local, State, and national injury and mortality data to identify target risk groups
- Network and partner with other safety advocates and community members to analyze current trends in Community Risk Reduction and develop comprehensive outreach strategies to combat leading risks
- Individually and as a team member- Develop, market, coordinate, conduct, and document an extensive list of fire and life safety lesson plans, presentations, activities, and Programs (i.e. Youth Firesetter), in collaboration with local schools, civic groups, other safety advocates; and PBCFR Divisions
- Create PowerPoint presentations and interactive computer-based games specific to target audiences
- Work with Video Production as Co-Producer/Writer of the televised community information Program called Crossing the Line and various televised Public Service Announcements
- Write safety articles for community newsletters and PBCFR social media sites
- Work with Dept. PIO to coordinate televised media shoots and publish news articles for safety campaigns
- Perform interviews with News Media, Radio/Satellite stations, and for Newspapers
- Work with PBCFR Video Production to design graphics for marketing materials
- Collaborate with PBCFR IT for Community Education web page content
- Coordinate volunteer staffing for Dept. and community sponsored events
- Write standard operating procedures and Prepare monthly activity reports

EDUCATION

FLORIDA STATE FIRE COLLEGE, OCALA, FL

Fire & Life Safety Educator, Instructor III, Firesafety Inspector, Firefighter Certificate of Compliance

NOVA SOUTHEASTERN UNIVERSITY, CORAL SPRINGS, FL

Bachelor of Science: Professional Management & Fire Science Administration Specialty

MIAMI DADE COMMUNITY COLLEGE, MIAMI, FL

Associate of Science: Fire Science Technology and Emergency Medical Technician (EMT)

EMERGENCY MEDICAL CONSULTANTS, WEST PALM BEACH, FL

Phase 2 of 3 for AHA BLS CPR Instructor

SAFE KIDS WORLDWIDE, WEST PALM BEACH, FL

Certified Instructor, Child Passenger Safety

ATTACHMENT # 2

BOARDS/COMMITTEES APPLICATION CHECKLIST

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

Proposed BCC Date: October 2, 2018 Dept/Division: Florida Department of Health in Palm Beach County

Applicant's Name: **Kendra Barnes**

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

Completed by: Courtney Shippey
(Print Name)

(Signature)

Date: 9/17/2018

Department Head: Alina Alonso, MD
(Print Name)

(Signature)

Date: 9/17/18

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

Administration (Initials): _____

Date:

Failure to complete this Checklist and/or incomplete Board Applications
will be returned to the Department

**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: CHILD CARE ADVISORY COUNCIL Advisory ☒ Not Advisory ☐
☒ At Large Appointment or ☐ District Appointment /District #: _____
Term of Appointment: Three (3) Years. From: _____ To: _____
Seat Requirement: Parent of a child in a child care facility or family child care home. Seat #: 6
☒ *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: N/A**

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: BARNES KENDRA
Last First Middle
Occupation/Affiliation: Specialist, Early Childhood Education
Owner ☐ Employee ☒ Officer ☐
Business Name: School District of Palm Beach County
Business Address: 3300 Forest Hill Blvd.
City & State: West Palm Beach, FL Zip Code: 33411 33406
Residence Address: 12832 Woodmill Dr
City & State: Palm Beach Gardens, FL Zip Code: 33418
Home Phone: () Business Phone: () Ext. _____
Cell Phone: 561 308-7679 Fax: ()
Email Address: kend77@aol.com
Mailing Address Preference: ☐ Business ☒ Residence
Have you ever been convicted of a felony: Yes _____ No ☒
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.

<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):

☒ By watching the training program on the Web, DVD or VHS on 9/10 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: Randall Barnes Printed Name: Kendra Barnes Date: 9/10/18

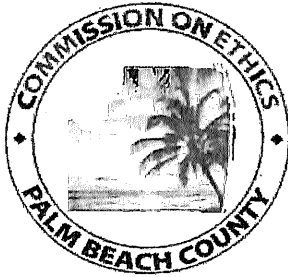
Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountyethics.com or contact us via email at ethics@palmbeachcountyethics.com or (561) 355-1915.

Return this FORM to:
Courtney Shippey, Florida Department of Health in 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: _____



Honesty - Integrity - Character

PALM BEACH COUNTY CODE OF ETHICS TRAINING ACKNOWLEDGEMENT

Legal Name: Kendra Barnes (Please print clearly)

Employee Identification Number: _____

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.

Kendra Barnes
(Legal Signature)

9/10/18
(Date)

Officials and Employees: Submit signed forms to the person to whom you report.
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@palmbeachcountyetics.com
Website: www.palmbeachcountyetics.com

Kendra Barnes

12832 Woodmill Dr. Palm Beach Gardens, FL 33418 | (561)308-7679 | kend77@aol.com

Education

BACHELOR OF SCIENCE | APRIL 2000 | NOVA SOUTHEASTERN UNIVERSITY

- Major: Early Childhood Education
- Certification: Pre-K/Primary, Endorsement: Pre-K Disabilities
- Related coursework: Exceptional Child Education

MASTER OF SCIENCE | MAY 2010 | NOVA SOUTHEASTERN UNIVERSITY

- Major: Early Childhood Education/Curriculum

Experience

SPECIALIST/RESOURCE TEACHER | SCHOOL DISTRICT OF PALM BEACH COUNTY, DEPARTMENT OF EARLY CHILDHOOD | FROM: AUGUST 2005 TO PRESENT

- Providing Technical Assistance to culturally diverse private, ESE and school-based preschool programs, based on the program's needs and goals (Quality Counts and Strong Minds Programs)
- Working successfully with Directors, Curriculum Specialists, Center Owners, Principals, Resource teachers, ESE teachers and classroom teachers towards meeting program goals and supporting optimal child outcomes
- Providing training facilitation and leadership for Department Professional Development in coordination with the School District and with program staff in coordination with Palm Beach State College

PARENT REPRESENTATIVE | PALM BEACH COUNTY CHILD CARE ADVISORY COUNCIL | FROM: SEPTEMBER 2006 TO PRESENT

- Volunteer elected to the council for child care licensing rules and regulations of child care centers in Palm Beach County, Elected Vice-Chair (2013 to present)
- Participation in Rule Revision Workshops to update and revise rules and regulations for Family Child Care, Large Family Child Care and Child Care Facilities
- Participation in Licensing Denial and Revocation hearings

TRAINING FACILITATOR | FAMILY CENTRAL, INC | FROM: DECEMBER TO JANUARY 2007

- Developed and facilitated registry-approved professional development for Early Childhood Practitioners based on the Environment Rating Scales (ITERS and ECERS) and early childhood best practices

DIRECTOR/TEACHER | EASTER SEALS FLORIDA, INC | FROM: JUNE 2000 TO JULY 2005

- Director (3 years) and Teacher for an inclusive early childhood program (Birth to Five)
- Planning, staffing, contract reporting, billing, and assisting in grant writing and fundraising activities
- Collaborating with culturally and educationally diverse parents, therapists, teachers and volunteers to provide positive outcomes for children

Additional Training and Certification

Florida Advanced VPK Endorsed Director Credential (2022)

Lastinger Early Childhood Certified Technical Assistance Coach (UF and OEL program)

Early Learning Florida TA Coaching Institute, TA Coaching Follow-Up Sessions (ongoing)

Early Learning Florida Communities of Practice Institute

CLASS Certified Observer for Infant, Toddler and Pre-K CLASS reliability

Pre-K CLASS Feedback Strategies

Conscious Discipline Overview and week-long Summer Institute with Becky Bailey

Teaching Strategies GOLD Online Assessment Training and Inter-Rater Reliability Certificate

Curriculum training in High/Scope, Creative Curriculum, DLM/Imagine It, and Frog Street curricula

Beyond Centers and Circle Time Train the Trainer

ITERS and ECERS Professional Development Course, UNC Chapel Hill

Consultation in Early Childhood Settings Training Series with Pat Wesley

DCF Train the Trainer

West Ed/ Program for Infant/Toddler Caregivers Intensive Training

Incredible Years Teacher Classroom Management Group Leader Training

Early Childhood Social Emotional Wellness Training Series

Outcomes Driven Training Series, Registry-Approval training, PBSC Institute of Excellence