Agenda Item# 3A-1

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

ی ہے جاتے کا کا تن کا تنہ کا تن کا تن کا تنہ کا تنہ	
Meeting Date:	August 20, 2019
Department:	Administration
Advisory Board Name:	Health Council of Southeast Florida, Inc.
ی پر	= = = = = = = = = = = = = = = = = = = =

#### I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve:** the appointment of two individuals to the Health Council of Southeast Florida, Inc. for a two year term beginning August 20, 2019 and ending August 19, 2021:

<u>Reappoint</u>	<u>Seat No.</u>	<u>Seat Requirement</u>	Nominated By
Brandon Williams	5	Health Care Consumer	Mayor Bernard Commissioner McKinlay
Elisabeth Franklin	6	Health Care Consumer	Commissioner McKinlay Commissioner Weinroth Mayor Bernard

**Summary:** The Health Council of Southeast Florida, Inc. (Council) is a not-for-profit corporation established pursuant to Section 408.033, Florida Statutes, for the purpose of providing and coordinating health planning activities within Palm Beach, Martin, St. Lucie, Indian River and Okeechobee Counties. The Council consists of twelve members: six representatives for Palm Beach County; two members appointed by Martin County; two members appointed by St. Lucie County; one member appointed by Indian River County; and one member appointed by Okeechobee County. The appointees must be representatives of health care providers, health care purchasers, and non-governmental health care consumers, not to exclude elected government officials. Memos dated June 6, 2019 and July 3, 2019, were circulated to the Board of County Commissioners requesting support of Mr. Williams' and Ms. Franklin's appointment or requesting additional nominations. No additional nominations were received. With these appointments, the diversity of the Palm Beach County representatives (6) include three Caucasian females and three African-American males. <u>Countywide (HH)</u>

**Background and Justification:** The Council is generally charged with providing services that improve the health and quality of life for individuals living in the five county service area. Specific powers identified in their bylaws include: establishing a system for gathering and analyzing data on characteristics of health problems; recommending goals and policies for improving health services; and preparing plans and procedures for attainment of health goals.

#### Attachments:

- 1. Boards/Committees Application and Resume for Brandon Williams
- 2. Boards/Committees Application and Resume for Elisabeth Franklin
- 3. Current Membership listing from the Boards & Commissions Directory

ting over the same and the same same same same same same same sam		
Recommended By:	Tel J. Son	7/17/19
	Assistant County Administrator	Date
Legal Sufficiency:	Helene C. Hoizd	8-1-19
	Assistant County Attorney	Date

#### **II. REVIEW COMMENTS**

#### A. Other Department Review:

**Department Director** 

Date

REVISED 06/92 ADM FORM 03 (THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.) U:\Bcc\BDAPPT.FRM

#### 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.** 

ection I (Depa	<b>rtment):</b> (Plea	se Print)								
Board Name:	Health	Counci	i of	SE F	Florida			Advisory [	]	Not Advisory [ ]
[v] At	Large Appoint	ment		or		[ ] District Ap	pointme	ent /District	#:	
Term of Appo	intment: 	2	Years.		From:	08/20/19		То:	01 67	119/21
Seat Requiren		alth (	ore C	onsu	mer			Seat #:	S	
[]*Re	appointment			or		[ƳNew Appoi	ntment			
	to complete the of	e term				Due to:	[]	resignatio	n	[] other
Completion of	f term to expire	e on:								
erm shall be c	onsidered by tl icant): (Please	he Board of e Print)	f County (	Commis	ssioners:	r of previous dis	closed v	oting confli	cts d	uring the previous
erm shall be c <u>ection II (Appl</u> PPLICANT, UN	onsidered by tl licant): (Please ILESS EXEMPTE	he Board of e Print)	f County (	Commis	IDENT	r of previous dis	closed v		cts d	uring the previous
erm shall be c	onsidered by th i <u>cant):</u> (Please ILESS EXEMPTE Williams	he Board of e Print)	f County (	Commis	<b>IDENT</b> Brandon	r of previous dis	closed v	Allen	cts d	uring the previous
rm shall be c ection II (Appl PPLICANT, UN Name:	onsidered by th i <u>cant):</u> (Please <i>ILESS EXEMPTE</i> Williams Last	he Board of e Print)	f County (	Commis	IDENT	r of previous dis 	closed v		cts d	uring the previous
erm shall be c ection II (Appl PPLICANT, UN	onsidered by th i <u>cant):</u> (Please <i>ILESS EXEMPTE</i> Williams Last	he Board of Print) D, MUST B	f County (	Commis	<b>IDENT</b> Brandon First		closed v	Allen Middle		
rm shall be c <u>ection II (Appl</u> PPLICANT, UN Name: Deccupation/A	i <u>tcant):</u> (Please ILESS EXEMPTE Williams Last	he Board of e Print)	f County (	Commis	<b>IDENT</b> Brandon First	r of previous dis	closed v	Allen Middle	cer [	
rm shall be co ection II (Appl PPLICANT, UN Name: Deccupation/A Business Nam	onsidered by the second	he Board of Print) D, MUST B	f County (	Commis	<b>IDENT</b> Brandon First		closed v	Allen Middle		
rm shall be co ection II (Appl PPLICANT, UN Name: Deccupation/A Susiness Nam	onsidered by the second	he Board of Print) D, MUST B	f County (	Commis	<b>IDENT</b> Brandon First		closed v	Allen Middle		
rm shall be co ection II (Appl PPLICANT, UN Name: Deccupation/A Business Nam Business Addr	onsidered by the second	he Board of Print) D, MUST B	f County (	Commis	<b>IDENT</b> Brandon First	nployee [ ]	Code:	Allen Middle		
rm shall be c ection II (Appl PPLICANT, UN Name:	onsidered by the second	he Board of Print) D, MUST B	f County (	Commis	<b>IDENT</b> Brandon First	nployee [ ]		Allen Middle		

Page 1 of 4

+

Home Phone:	( )	Business Phone:	(	) Ex	ι <b>t</b> .
Cell Phone:	(561) 541 3990	Fax:	(	)	
Email Address:					
Mailing Address Preferen	ce: [] Business [X] Residence				
	icted of a felony: Yes N ture of offense, disposition of case				
Minority Identification C [ ] Native-Ameri		[ ] Female [ ] Asian-American	[X]/	African-American	[] Caucasian

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

#### Section II Continued:

<u>CONTRACTUAL RELATIONSHIPS:</u> 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.	Departm	ent/Division	<b>Description of Services</b>	Term
Example: (R#XX-XX/PO XX)	Parks & Recreation		General Maintenance	<u>10/01/00-09/30/2100</u>
	4-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1			
#****				
	and the second	(Attach Additio	onal Sheet(s), if necessary)	
			OR	
NONE	E XXX	x	NOT APPLICABLE/ (Governmental Entity)	
			(Sovernitiental 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: <a href="http://www.palmbeachcountyethics.com/training.htm">http://www.palmbeachcountyethics.com/training.htm</a>. 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):

<u>~</u>

By watching the training program on the Web, DVD or VHS on \_\_6/5\_\_\_\_20\_19\_\_\_\_ By attending a live presentation given on \_\_\_\_\_\_, 20\_\_\_\_\_, 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:Brandon A Williams Bound Printed Name: Brandon Allen Williams\_\_\_\_\_\_ Printed Name: Brandon Allen

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website <u>www.palmbeachcountvethics.com</u> or contact us via email at <u>ethics@palmbeachcountvethics.com</u> or (561) 233-0724.

Return this FORM to: {Insert Liaison Name Here}, {Insert Department/Division Here} {Insert Address Here}

Page 3 of 4

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Bo Commissioner's Signature: Made Date: \_

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

Revised 01/14/2014

#### Page 4 of 4

. .

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

#### 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 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 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	<u>.</u> <u>Departm</u>	ent/Division	<b>Description of Services</b>	Term
Example: (R#XX-XX/PO XX)	Parks & Recreation		General Maintenance	10/01/00-09/30/2100
<u></u>				
		(Attach Additi	onal Sheet(s), if necessary) OR	
NON	e xxx	<b>X</b>	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: <a href="http://www.palmbeachcountyethics.com/training.htm">http://www.palmbeachcountyethics.com/training.htm</a>. 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):

 $\checkmark$ 

By watching the training program on the Web, DVD or VHS on \_\_6/5\_\_\_\_ 20\_19\_\_\_\_ By attending a live presentation given on \_\_\_\_\_\_, 20\_\_\_\_\_

#### <u>AND</u>

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:Brandon A Williams Bound Printed Name: Brandon Allen Williams\_\_\_\_\_\_ Printed Name: Brandon Allen

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website <u>www.palmbeachcountyethics.com</u> or contact us via email at <u>ethics@palmbeachcountyethics.com</u> or (561) 233-0724.

Return this FORM to: {Insert Liaison Name Here}, {Insert Department/Division Here} {Insert Address Here)

Page 3 of 4

# <u>Section III (Commissioner, if applicable):</u> Appointment to be made at BCC Meeting on:

Nell elesse Commissioner's Signature:\_ 6 9 Date: ----

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

Revised 01/14/2014

Page 4 of 4

#### **Brandon Williams**

#### Seeking a management Role in a for profit or non profit company,

Aurora, CO 80014 wmsinvest4@gmail.com 720-609-0493

I have a diverse set of work and volunteer skills that can serve as an asset to any prospective employer.

#### Willing to relocate: Anywhere

Authorized to work in the US for any employer

#### Work Experience

#### Volunteer Coordinator

Fields Foundation - Aurora, CO August 2014 to June 2016

Provided supervision of community service and all other program and service related volunteers at the Dayton Street Opportunity Center

provided building security as needed for after hours events

#### **Executive Director**

Mile High Independent Living Center Inc - Denver; CO January 2014 to April 2014

Supervised a staff of 7 and managed day to day operations performed other tasks as directed by the Board of Directors

#### Member of Board of Directors

Easter Seals Colorado - Denver, CO 2000 to 2004

Denver, Colorado

Supervised the chief executive officer and served on the developmental committee.

#### **Board President and Treasurer**

Center for Independent Living - Denver, CO 1998 to 2001

Served as the chief executive officer of the disability center and chair of the board of directors. Provided supervision and budget development and disbursement for a 501(c)3. Chaired the finance committee. Served as board president.

#### **Camp Director**

Camp Little Giant, Southern Illinois University - Carbondale, IL 1998 to 1998

#### Carbondale, Illinois

Supervised counselors, counselors-in-training, nurses, and kitchen staff for a camp serving children and adults with disabilities. Organized and oversaw field trips and provided administrative supervision for all other camp activities on site.

#### Diversity Coordinator

Easter Seals Colorado Rocky Mountain Village - Empire, CO 1996 to 1996

#### Empire, Colorado

Coordinated all activities related to cultural sensitivity for staff and campers. Supervised the publication of the monthly newsletter. Supervised counselors and counselors-in-training.

Ì

#### **Counselor and Computer Specialist**

Easter Seals Colorado Rocky Mountain Village - Empire, CO 1993 to 1994

#### Empire, Colorado

Provided direct care to children and adult campers and facilitated camp activities.

#### Education

#### **Political Science**

Red Rocks Community College - Lakewood, CO September 1988 to July 1991

#### High School Diploma

Abraham Lincoln High School - Denver, CO 1988

#### Skills

Basketball Coaching (10+ years)

#### Additional Information

Asst coach Red Rocks Community college club basketball team 1991-1992 season Youth basketball coach 1988-1995 Certified high school basketball official 1995 -2007 Youth basketball coach Jam Basketball 2007-2010

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

.

Section I (Departmen	t): (Please Print)	_			
Board Name:	ealth (ouncil of	Souther	ast FL.	_ Advisory [ ] Not Adviso	ry[]
[ \[ At Large A	Appointment	or	[ ] District Appoir	tment /District #:	
Term of Appointment:	Years.	From:	08/20/19	To: 08/19/21	
Seat Requirement:				Seat #:6	
[]*Reappointr		or	[V] New Appointm		
or [] to complet	e the term of		Due to: []	resignation [] othe	r
Completion of term to ex					
Section II (Applicant): APPLICANT, UNLESS	EXEMPTED, MUST BE A	COUNTY RES	IDENT	A	
Last	NKLIN	First	LIM LISSA"	<u>ANNE</u> Middle	
Occupation/Affiliation:	_OWNERT CON	SULTANT		Middle	
	Owner [X]	En	ployee [ ]	Officer [ ]	
<b>Business Name:</b>	LISSA FRANKI	IN + ASS	SOCIATES	۰	
<b>Business Address:</b>	219 DEPOT	AVE, BI-	314		
City & State	DELEAY BEACH	FL	Zip Cod	33444	
Residence Address:	219 DEPOT	AVENUE	BI-314		
City & State	DELRAN BEACH	. FI	Zip Cod	: 33444	
Home Phone:			ess Phone: _(		
Cell Phone:		Fax:		) NIA	
Email Address:	issa a) lissafrar	Klin . Cor	N		
	: []Business KReside				
lave you ever been convict	-	No X			
Inority Identification Co [] Native-America	de: [] Male n [] Hispanic-Americ	► Fe can []A		African-American 💢 Cau	casian

•11 1 • •

#### 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	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	<u>10/01/00-09/30/2100</u>
	(Attach Additional She	et(s), if necessary) R	
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: <u>http://www.palmbeachcountyethics.com/training.htm</u>. 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 \_)UNE 20 20 19
 By attending a live presentation given on \_\_\_\_\_, 20\_\_\_\_

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Printed Name: ELISABETH PLANKLIN Date:	24/19
Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission website <u>www.palmbeachcountyethics.com</u> or contact us via email at <u>ethics@palmbeachcountyethics.com</u> or (561) 355-19	on on Ethics 115.
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: Melisse Mcking Date: 4/27/19	
Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public. Revi	sed 02/01/2016
Page 2 of 2	

ATTACHMENT "A" Page 2 of 2

#### 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 scaled 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	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Recreption	General Maintenance	<u>10/01/00-09/30/2100</u>
••••••••••••••••••••••••••••••••••••••	(Attach Additional She		alle a constant a const
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: <u>http://www.palmbeachcountvethics.com/training.htm</u>. 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 \_\_\_\_\_\_ 20\_\_\_\_ By attending a live presentation given on \_\_\_\_\_\_, 20\_\_\_\_

<u>AND</u>

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: And Printed Name: ELISABETH PLANKLIN Date: 4/24/19
Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website <u>www.palmbeachcountyethics.com</u> or contact us via email at <u>ethics@palmbeachcountyethics.com</u> 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 BEC Meeting on:
Commissioner's Signature: K. Whipe the b Date: 7/11/19
Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public. Revised 02/01/2016

Page 2 of 2

ATTACHMENT "A" Page 2 of 2

#### 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 scaled competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 pcr 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.	<b>Department/Division</b>	Description of Services	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
· · ·	(Attach Additional She O	et(s), if necessary) R	
NONE	×	NOT APPLICABLE/ (Governmental Entity)	

**<u>ETHICS TRAINING</u>**: 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: <u>http://www.palmbeachcountyethics.com/training.htm</u>. 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 <u>JUNE 20</u> 20 19 By attending a live presentation given on \_\_\_\_\_\_ 20

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Printed Name: ELISABETH PLANYLIN Date: 4/26/19
Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website <u>www.palmbeachcountyethics.com</u> or contact us via email at <u>ethics@palmbeachcountyethics.com</u> 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: Machine De Date:

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

Revised 02/01/2016

Page 2 of 2

ATTACHMENT "A" Page 2 of 2

## Elisabeth "Lissa" Franklin

Non-Governmental Health Care Consumer

Address 219 Depot Ave B1-314 Delray Beach, FL 33444

Phone 3059782207

E-mail lissa@lissafranklin.com

Healthcare executive and consumer with over 8 years experience in private and public health, who is goal-oriented, results-driven, and highly-regarded with impeccable relationship-building skills, which all harmonize to increase professional collaboration and successful patient outcomes. This is executed by utilizing a patient-centric and clinical approach to engage stakeholders and consumers, disciplined self-management, outstanding interpersonal communication, and the ability to listen attentively, identify solutions accurately, communicate effectively, and follow through diligently.

#### Education

#### 08/2012 - 12/2013 Broward College Associates Degree

- 3.87 GPA
- · Coursework Focus: Psychology
- Member of Phi Theta Kappa Honor Society
- Recipient of Dean's Honors
- Founder of Psychology Club
- Lead student of qualitative research study involving resiliency and grit

. The standard contents of the tappedual refere a distance at a summer second

#### 08/2014 - 08/2016 University of Miami| Bachelors Degree

3.81 GPA

- · Bachelors of Arts: Psychology
- · Minor: Health Sector Management and Policy
- Recipient of University Honors
- Coursework Focus: Healthcare billing and coding, hospital compliance, healthcare law, hospital operations and management, medical sales, medical tourism, psychology, clinical counseling, and sociology.
- Founder of URecovery: A collegiate recovery community to support students in recovery from substance use and mental health disorders
- Double major until I was diagnosed with cancer. As a result and determination to graduate, I dropped HSM&P and made it a minor

#### **Professional Experience**

#### 04/2019 - present Lissa Franklin & Associates

#### Founder

- Palm Beach County based consulting firm, capable of but not limited to:
- · Private and Non-Profit business representation at the local, state, and/or federal level
- Healthcare Marketing and Advertising Compliance
- Human Resource and Organizational Compliance
- · Organization and execution of fundraising campaigns
- Grant writing
- Project management
- Retail Marketing and Sales Analytics

```
05/2017 - 04/2019
```

#### Life of Purpose Treatment

Director of Outreach

- Developed, implemented, and executed local, regional, and national annual marketing plans for facility to: increase number of contacts and accounts, generate admissions to the program, increase conversion rate, generate a consistent increase in facility cash flow
- Responsible for the performance and supervision of all Business Development Coordinators, including Executive Directors, regarding community and clinical outreach
- Compiled Business Development information and statistical data to analyze, make calculations, and prepare reports and budgets
- Complied with all federal, state and regulatory requirements to ensure Life of Purpose business practices
   remained clean and clear of discrepancies
- Generated leads and calls to the admissions department by developing and maintaining referent relationships
   and national referent database
- Maintained daily Salesforce logging and weekly reporting, while managing entire team compliance to requirement
- · Provided community outreach and education, while supervising and training staff to execute the same
- Provided team support and dialogue to consistently improve admission conversions
- Conducted mock quality service reviews of the Outreach team on a regular basis
- Managed and fostered a healthy organizational culture and encourages teamwork and collaboration.
- · Developed, presented, and implemented new strategies for Outreach team improvements
- Facilitated and oversaw the Outreach team adherence to proper procedures for patient pre-admission and follow-up post-admission with contact and account
- · Conducted annual performance evaluations for staff, including professional development plans
- Conducted weekly scheduled meetings with staff to communicate issues regarding procedures, processes, effectiveness, and efficiency
- Developed individual targets and responsibilities for each Business Development representative in accordance with the annual marketing plan and their individual strengths
- Developed, implemented, and continually evaluated and refined Business Development team responsibilities and the infrastructure needed to support it
- Ensured effective time management of all staff for efficient use of resources, finances, generating sales, and completing tasks
- Frequently pursued outside growth and mentorship opportunities , to most effectively lead and support Outreach team
- Developed, implemented, and promoted a positive, supportive, cooperative team environment while maintaining
  accountability, performance, and feedback that fostered a work culture of appreciation

The aforementioned was executed while simultaneously maintaining the responsibilities of an Outreach Coordinator, as described below.

#### 10/2014 - 05/2017 Life of Purpose Treatment

Outreach Coordinator

- Worked under the supervision and with Director of Outreach to develop, implement, and carry out an annual local marketing plan for facility
- Maintained frequent communication with Director of Admissions to maintain consistent updates with leads, clients, and accounts
- Maintained case management with family and potential patient
- Developed strategic local marketing plan to increase number of accounts, contacts, and admissions
- · Generated leads and calls to the admissions department, by developing and maintaining referent relationships
- Took and responded to calls concerning inquiries about facility and provided information pertaining to the programs and services offered
- · Participated in facility tours of potential patients and families, and other healthcare professionals
- Assisted clinical team with initial client intervention when needed
- Gathered the necessary client clinical information including documents and other pertinent information relevant to making clinical care decisions
- · Entered and maintained prospective patient, lead, contact, and account information into Salesforce
- · Consistently maintained daily Salesforce logging and weekly reporting

- Participated in community outreach efforts by meeting with referral sources and other professionals in the community
- Conducted mock quality service reviews with the Director of Outreach on a regular basis
- Provided timely and clear communication with referral sources and accounts through email, telephone and any other means necessary to expedite admission and conversion process
- · Maintained and continued to improve outstanding interpersonal and communications skills
- Developed and presented new strategies for Regional Outreach improvements, as a result of market research and analysis
- Implemented weekly scheduled check-ins with Director of Outreach to communicate issues regarding procedures, processes, and performance
- Responsible for below duties with patients:
  - Provide academic and employment assessments to help student identify appropriate academic and employment solutions
  - · Provide strengths-based assessments to determine students learning and working style
  - · Utilize assessment results to develop goal plans that are clear, concise, and attainable
- · Serve as a liaison between student, family, primary support, academic advisor, and employer
- · Monitor academics and employment to track advancement

12/2013 - 10/2014	New	River	Wellness	Center

Director of Operations and Marketing

- Maintained open communication with Program Director, Executive Director, Facility staff, Residential Staff,
  Patients and Families, to ensure effective management
- · Facility Liaison with community, political, medical, and clinical contacts and accounts
- Responsible for developing and managing business and financial operational systems, and coordinating all facets of the daily operations and ensures compliance with all local, state and federal regulations
- Management of all aspects of Quality Improvement for all program components
- Developed, coordinated, and administered the company policies and procedures to all facility staff, as defined by Executive Leadership
- Implemented and monitored the quality of services provided to ensure maximum client and customer satisfaction
- Oversaw overall clinical program incoordination with the Program Director
- Properly managed all aspects of the organization's activities to ensure and maintain the quality of products and services provided by the program
- Consistently ensured that the organization operated in accordance with all applicable local, state, and federal laws and Joint Commission accreditation standards
- Built and maintained positive relationships with vendors, ancillary service providers, hospitals, physicians, and rehabilitation treatment providers to ensure working relationships that result in maximum staff and client satisfaction.
- · Assured the high quality presence and maintenance of patient medical records
- Ensured that appropriate staff completes and forwards copy of Incident Reports and any other safety/risk documents as indicated to the appropriate department.
- Responsible for all client intakes
- Management of clinical census and clients insurance benefit management and utilization review
- Conducted routine insurance benefit audits in accordance with Affordable Care Act/Mental Health and Substance Abuse Parity Law.

#### **Community Involvement**

08/2017 - present

#### Delray Beach Drug Task Force (501c3)

Assistant Executive Director

The Delray Beach Drug Task Force was created to provide community leadership and education in the campaign against addiction by maintaining a network and forum to discuss, advocate, and influence issues with regard to public safety, prevention, education, rehabilitation, and recovery.

- Responsibilities:
  - Board Chair of certain DBDTF initiatives: Community Outreach, Family Education Programs, Job Readiness
    Training, First Responder Wellness Program
  - Liaison between City, County, and State elected officials
  - · Point of Contact between City and County recovery oriented systems of care (ROSC)
  - Complete grant writing
  - · Maintain DBDTF electronic communications, to keep community and members engaged and updated

#### 05/2017 - present Unite For Ethics Now (501c3)

#### Vice President

The mission of UFENow is to promote highest ethical behavioral health treatment standards for the benefit of consumers, family members and providers of mental health and substance use disorder treatment on a national level through advocacy, education, and legislative action. Our vision is for all consumers and families in need to access providers that are transparent, qualified, and whose primary motivation is the transformative power of recovery. We achieve this by creating an ethical blueprint for: consumers, professionals and providers. Thus, increasing consumer protection from predatory clinical and business practices, through education and legislation.

- Responsibilities:
  - · Point of contact for National Providers and Organizations who wish to obtain membership
  - Organize and execute meetings with executive leadership
  - Oversee 10 working groups

#### 01/2015 - present Southeast Florida Recovery Advocates (501c4)

Vice President

The Mission and Vision of Southeast Florida Recovery Advocates is to assemble a forum through which Education, Prevention, Treatment and Recovery Advocacy Groups align, working towards common objectives surrounding all aspects of recovery from substance use and related disorders.

- Responsibilities
  - · Point of contact for law enforcement and political inquires

Palm Beach County Sober Homes Task Force

- Organize and execute fundraising campaigns
- · Organize and execute annual awareness campaign for substance use overdoses
- Attend all local coalition and task force meetings to increase improved coordination, access, and alignment of behavioral health services within the Martin, Palm Beach, Broward, and Miami-Dade areas.
- · Maintain social media and community follow up to ensure transparency and motivate engagement

#### 03/2018 - present National Alliance of Model State Drug Law

Trusted Advisor: National Patient Brokering Law

The National Alliance for Model State Drug Laws (NAMSDL) is a nonprofit, bipartisan organization that works as an information center for Governors, state legislators, attorneys general, drug and alcohol professionals, community leaders, and the recovering community who work for comprehensive and effective state drug and alcohol laws, policies, and programs.

 Appointed to a national working group of 20 people representing Office of National Drug Control Policy, Substance Abuse Mental Health Services Administration, National Association of Addiction Treatment Providers, and other national groups to draft and implement legislation similar to Florida's House Bill 807 to increase patient protections nationally on an individual state basis

#### 07/2016 - 06/2018

Member



### PALM BEACH COUNTY CODE OF ETHICS TRAINING ACKNOWLEDGEMENT

Legal Name: _	ELISABETH	FRANKLIN	(Please print clearly)
Employee Iden	tification Number:	· · · · · · · · · · · · · · · · · · ·	
Agency/Municip	oality:	Dept/Board:	

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

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

Have completed additional training by viewing one of the following:

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

[] The Code of Ethics Training Program on <u>YouTube</u>. (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.

7 26 19

Advisory Board Members: Submit signed forms to Appropriate Advisory Board Representative

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

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

Rev. 01/2017



I. AUTHORITY :

Chapter 82-182, Laws of Florida 1982; and F.S. 408.033.

II. APPOINTING BODY :

Multi-County Board

III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :

The local Health Council shall consist of twelve (12) members: six (6) representatives for Palm Beach County; one (1) member appointed by Indian River County, two (2) members appointed by Martin County, one (1) member appointed by Okeechobee County, and two (2) members appointed by St. Lucie County. Appointees shall be representatives of health care providers, health care purchasers, and non-governmental health care consumers, not to exclude elected government officials. A majority of the Council members must be health care purchasers and health care consumers and the Council must include a representative number of persons over 60 years of age. Appointments shall be for a term of two (2) years and be eligible for reappointment. Any member of the Council appointed by PBC may be removed by the BCC for misfeasance, malfeasance or willful neglect of duty.

**EXTENDED COMPOSITION :** 

**IV. MEETINGS :** 

Third Thursday of the month at 4:00p.m., 600 Sandtree Drive, Ste. 101, Palm Beach Gardens, FL 33403

V. FUNCTIONS :

For the purpose of defining health service needs and assisting health care facilities, health care providers and hospices to develop programs of service that will assure the best possible health service to the community.

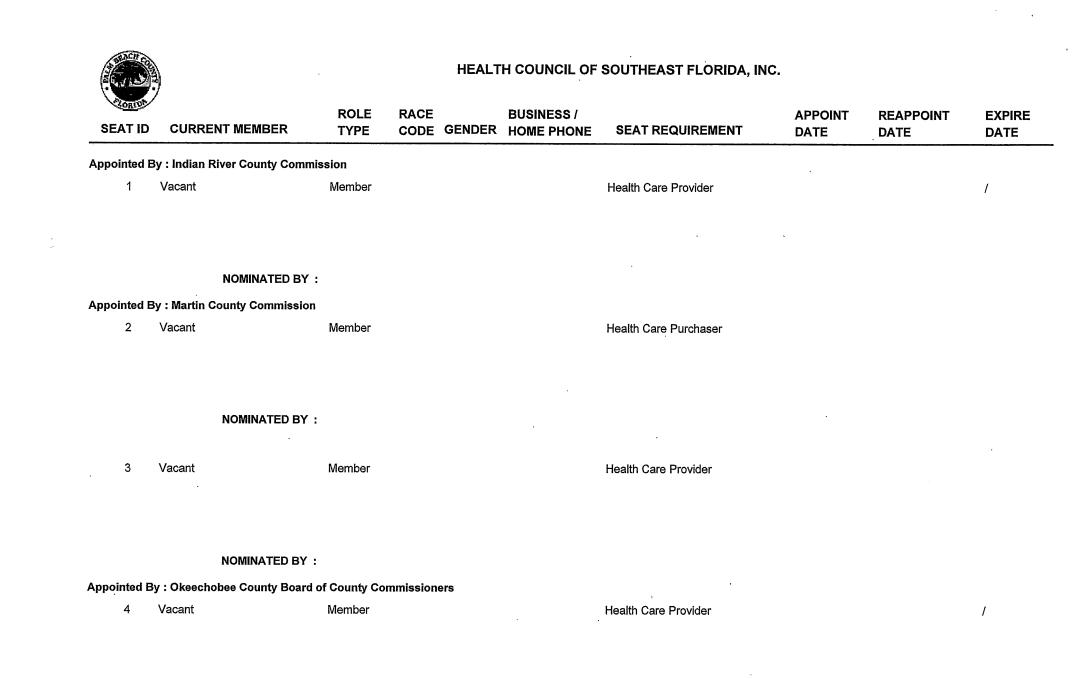
indicates a member having an action pending

#### VI. LIAISON INFORMATION :

# LIAISON DEPARTMENT<br/>Outside EntityCONTACT PERSON<br/>Estrella CallwoodADDRESSCounty AdministrationTodd BonlarronPhone # --<br/>301 N Olive Ave Ste 1101<br/>West Palm Beach FL 33401<br/>Phone # 561-355-4019

\* indicates a member having an action pending

.



#### NOMINATED BY :

\* indicates a member having an action pending

#### Appointed By : At-Large/Palm Beach Co

.

Appointed	By : At-Large/Palm Beach County	Board of Co	ounty Comm	lissioners	5				
5	Vacant	Member				Health Care Consumer			
	NOMINATED BY :								
6	Vacant	Member				Health Care Consumer		,	
	NOMINATED BY :								
7	Jackalynn Fignar jackiefignar@cresthaveneast.com Cresthaven East, ALF 5100 Cresthaven Blvd West Palm Beach FL 33415	Member	CA	F	-	Health Care Provider	08/15/2017		08/14/2019
	NOMINATED BY :								
8	* Gary D. Strother gstrother@pbhab.com	Member	AA	М	561-284-5925	Health Care Provider	04/07/2015	10/01/2016	09/30/2018
	523  24th St West Palm Beach FL 33407								·
	NOMINATED BY :								
					•				

\* indicates a member having an action pending

•

•

								•	
9	By : At-Large/Palm Beach Cour Marnie R. Poncy mponcy@jckempe.com Joseph C. Kempe, P.A. 941 N Highway A-1-A Jupiter FL 33477	nty Board of C Member	CA	mmission F	ers 561-747-7300	Health Care Purchaser	08/25/1992	10/01/2017	09/30/201
	NOMINATED BY	:							
10	Mario Dickerson mariodd.md@gmail.com M.D. Home Health, LLC 5201 Village Blvd Ste B West Palm Beach FL 33407	Member	AA	Μ		Health Care Purchaser	01/15/2019		09/30/202
	NOMINATED BY	:							
p <b>inted</b> 11	By : St. Lucie County Board of C Vacant	County Comn Member	nissioners	i		Health Care Consumer			,
	NOMINATED BY	:							
12	Vacant	Member				<sup>.</sup> Health Care Provider			
	· .								
	NOMINATED BY	:							

<sup>\*</sup> indicates a member having an action pending