

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

BOARD APPOINTMENT SUMMARY

Meeting Date: AUGUST 20, 2019
Advisory Board: CAREERSOURCE PALM BEACH COUNTY, INC.

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve: the reappointment of three current members and the appointment of one new member to the CareerSource Palm Beach County, Inc. Board of Directors (Board) for the seats and terms indicated below.

<u>Reappointment</u>	<u>Seat No.</u>	<u>Term</u>	<u>Area of Representation</u>	<u>Nominated By</u>
George T. Elmore	4	8/20/19-8/19/22	Private Sector	Business Development Board of Palm Beach County, Inc.
Margaret Pearson	5	8/20/19-8/19/22	Private Sector	Business Development Board of Palm Beach County, Inc.
R. Penny Rodgers	20	8/20/19-8/19/22	Private Sector	Business Development Board of Palm Beach County, Inc.
<u>Appointment</u>	<u>Seat No.</u>	<u>Term</u>	<u>Area of Representation</u>	<u>Nominated By</u>
Christopher Cothran	7	8/20/19-8/19/22	Private Sector	Business Development Board of Palm Beach County, Inc.

Summary: On November 18, 2014, the Board of County Commissioners (BCC) approved the Third Amendment to Interlocal Agreement (R2014-1650) creating the Palm Beach Workforce Development Consortium (R2007-1220) which establishes the current Board composition. The Agreement states that 14 private sector members are appointed by the BCC. The federal Workforce Innovation and Opportunity Act requests that an emphasis be placed on Chief Executive Officers or highest level of management positions for both community and business sector appointments. The CareerSource Palm Beach County, Inc. Board of Directors is comprised of a minimum of 19 members with representation established in Attachment 3. The Board has a maximum of 33 seats, 22 currently filled and a diversity count of Caucasian: 16 (73%), African-American: 5 (23%) and Hispanic: 1 (5%). The gender ratio (female:male) is: 9:13. The nominees are two Caucasian males and two Caucasian females. Countywide (HH)

Background and Justification: On May 2, 2004, the BCC approved the Local Elected Officials Agreement (LEO) (R2004-0838) with Workforce Alliance, Inc. (WA) to implement the provisions of the Workforce Investment Act of 1998 and the Workforce Innovation Act of 2002. On July 10, 2007, the BCC approved an Interlocal Agreement (R2007-1220) creating the Palm Beach Workforce Development Consortium one of which purpose was to employ the staff of WA. On September 11, 2007, the BCC approved the First Amendment (R2007-1446) clarifying responsibilities of the Consortium and the Independent Special District. On July 22, 2008, the BCC approved Amendment No. 2 to the Interlocal Agreement (R2008-1268) authorizing the designation of a Regional Workforce Board as a One Stop Operator and Direct Provider of certain services. On November 18, 2014, the BCC approved Amendment No. 3 (R2014-1650) establishing the County as the Chief Elected Official and adding the City of West Palm Beach as a Consortium member. In December of 2014, the County and CareerSource Palm Beach County, Inc. entered into a Contract to Administer Grant Funds (R2014-1894). On April 5, 2016, the BCC approved CareerSource Palm Beach County, Inc. Workforce Innovation and Opportunity Act Local Plan for Program Years 2017-2020. On April 19, 2016, the BCC adopted a Resolution R2016-0531 approving the CareerSource Palm Beach County, Inc. Fiscal Year 2016-2017 Budget and approved a waiver from the Statutory Individual Training Account requirement and approved a First Amendment to the Contract to Administer Grant Funds R2016-0532 with CareerSource Palm Beach County, Inc.

Attachments:

1. Palm Beach County Board of County Commissioners Boards/Committees Applications
2. Resumes: George T. Elmore, Margaret Pearson, R. Penny Rodgers, Christopher Cothran
3. Letter of Nomination: George T. Elmore, Margaret Pearson, R. Penny Rodgers, Christopher Cothran
4. CareerSource Palm Beach County, Inc. Board Membership Roster

Recommended by: Steve Craig 7-26-19
 Steve Craig Date
 President/CEO CareerSource Palm Beach County, Inc.

Legal Sufficiency: Debra C. Hingel 7-30-19
 Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

**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: CAREERSOURCE PALM BEACH COUNTY, INC. Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: 8/20/19 To: 8/19/22

Seat Requirement: PRIVATE SECTOR Seat #: FOUR (4)

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other

Completion of term to expire on: _____

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: **None / 0**

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: ELMORE GEORGE T
Last First Middle

Occupation/Affiliation: HARDRIVES, INC. / PRESIDENT

Owner Employee Officer

Business Name: HARDRIVES, INC.

Business Address: 2101 SOUTH CONGRESS AVENUE

City & State DELRAY BEACH, FL. Zip Code: 33445

Residence Address: N/A

City & State N/A Zip Code: N/A

Home Phone: () N/A Business Phone: (561) 278-0456 Ext. _____

Cell Phone: (561) 704-5463 Fax: (561) 278-2147

Email Address: gteharvey@bellsouth.net

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No XX

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

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>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
<u>Misc. Road Contracts</u>	<u>Engineering</u>	<u>Roadway Construction</u>	<u>Annual</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 JUN 25 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: GEORGE T. ELMORE Date: 6-25-19

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:
ATTN: Sharon Brea, Contracts Manager
CareerSource Palm Beach County
3400 Belvedere Road, West Palm Beach, Florida 33406

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: _____ Date: _____

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

Revised 02/01/2016

**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: CAREERSOURCE PALM BEACH COUNTY, INC. Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: THREE Years. From: 8/20/19 To: 8/19/22

Seat Requirement: PRIVATE SECTOR Seat #: FIVE

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other

Completion of term to expire on: _____

***When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners:** 0

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: PEARSON MARGARET A.
Last First Middle

Occupation/Affiliation: President, Medical Insurance / Broker Agency (Aflac Insurance Commissions)
Owner Employee Officer

Business Name: M. Pearson Assoc., Inc.

Business Address: 1250 Old Dixie Hwy

City & State Lake Park, FL. Zip Code: 33403

Residence Address: 1 Bay Harbor Road

City & State Tequesta, FL. Zip Code: 33469

Home Phone: (561) 352-3581 Business Phone: (561) 881-1964 Ext. _____

Cell Phone: () _____ Fax: (561) 881-8872

Email Address: margaret_pearson@us.aflac.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>
<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)

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By watching the training program on the Web, DVD or VHS on July 5 2019
 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: Margaret Pearson Printed Name: Margaret Pearson Date: July 5, 2019

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.

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CareerSource Palm Beach County
3400 Belvedere Road, West Palm Beach, Florida 33406

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

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Section I (Department): (Please Print)

Board Name: CAREERSOURCE PALM BEACH COUNTY, INC. Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: THREE Years. From: 8/20/19 To: 8/19/22

Seat Requirement: _____ Seat #: TWENTY

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other
Completion of term to expire on: _____

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: 0

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: RODGERS ROBIN PENNY
Last First Middle

Occupation/Affiliation: PROFESSIONAL SERVICES – BANKING

Owner Employee Officer

Business Name: FIFTH THIRD BANK

Business Address: 515 NO. FLAGLER DR., SUITE 703

City & State WEST PALM BEACH, FL Zip Code: 33401

Residence Address: 1301 LAKEVIEW DR E

City & State ROYAL PALM BEACH, FL Zip Code: 33411

Home Phone: 561-346-5795 Business Phone: 561-346-5795

Cell Phone: 561-346-5795 Fax: 561-515-6762

Email Address: Penny.Rodgers@53.com or rogersplace@aol.com

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No XX

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.

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<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)

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By watching the training program on the Web, DVD or VHS on July 10 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: R. Penny Rodgers Printed Name: R. PENNY RODGERS Date: 7-10-19

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.

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Commissioner's Signature: _____ Date: _____

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Board Name: CAREERSOURCE PALM BEACH COUNTY, INC. Advisory Not Advisory
 At Large Appointment or District Appointment /District #: _____
Term of Appointment: THREE Years. From: 8/20/2019 To: 8/19/2022
Seat Requirement: BUSINESS REPRESENTATIVE PRIVATE SECTOR Seat #: SEVEN
 *Reappointment or New Appointment
or to complete the term of _____ Due to: resignation other
Completion of term to expire on: _____

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Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: COTHRAN CHRISTOPHER GRADY
Last First Middle
Occupation/Affiliation: DIRECTOR
Owner Employee Officer
Business Name: HBK CPAs & CONSULTANTS
Business Address: 525 OKEECHOBEE BOULEVARD, SUITE 1140
City & State WEST PALM BEACH Zip Code: 33401
Residence Address: 6176 EAGLES NEST DRIVE
City & State JUPITER Zip Code: 33458
Home Phone: (561) 529-2768 Business Phone: (561) 469-5492 Ext. 3214
Cell Phone: (561) 290-9359 Fax: (...)
Email Address: ccothran@hbkvg.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.

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<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)

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 X By watching the training program on the Web, DVD or VHS on JUNE, 25 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: *Christopher G. Cothran* Printed Name: Christopher G. Cothran Date: June 25, 2019

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:
ATTN: Sharon Brea, Contracts Manager
CareerSource Palm Beach County
3400 Belvedere Road, West Palm Beach, Florida 33406

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: _____ Date: _____

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

Revised 02/01/2016

**GEORGE ELMORE, PRESIDENT
HARDRIVES OF DELRAY, INC.
2101 South Congress Avenue
Delray Beach, FL. 33445**

George T. Elmore came to Florida in 1947 from New Castle, Pennsylvania. He attended the University of Miami and later served in the Korean Conflict. He founded Hardrives, Inc. in 1953. Currently he serves as the President of this highway construction and land development company.

Mr. Elmore is currently serving as a Director on the Boards of United Way, Boy Scouts of America, WPBT-Channel 2, Kravis Center, Palm Beach County Council of the Arts, Economic Council of Palm Beach County, Palm Beach Community College Foundation Palm Beach County Criminal Justice Commission, Palm Beach Historical Society. And Workforce Alliance, Inc. Mr. Elmore is past President and Director of the Florida East Coast Chapter of Associated General Contractors of America, past President of the FAU Foundation, and past President of Crisis Line Information and Referral Services, Inc. He is a Founding member and past Chairman of the Economic Council of Palm Beach County.

ATTACHMENT 2

MARGARET C. PEARSON
District Sales Coordinator President's Club Member
Aflac Florida South American Family Life Assurance Company of Columbus
1250 Old Dixie Hwy. Suite 201, Lake Park, FL. 33403

"I partner with many different kinds of clients – from CEOs to small business owners, from CFOs to Human Resource managers -- with a singular goal in mind: to improve employee benefit plans while helping our client companies to increase their bottom lines." Margaret C. Pearson

Margaret C. Pearson is a veteran Corporate Communications and Investor Relations professional who has served a number of major South Florida companies during her 20-year career, including Wackenhut Corrections Corporation; Del Monte Fresh Produce Company; Kos Pharmaceuticals, Inc.; and InPhyNet Medical Management, Inc. Margaret is comfortable in all business environments, and she offers a unique perspective on the strategic challenges facing small companies and large corporations at a time of rising pressure to increase employee benefits while cutting costs.

Margaret is a 1981 graduate of Spring Hill College, a Jesuit college in Mobile, Ala. A third-generation Floridian, Margaret co-founded the South Florida Chapter of the National Investor Relations Institute. She is married and resides in Tequesta, Fla. with her husband Bob, an international commercial charter pilot, and their two sons, Brian and Nolan.

R. PENNY RODGERS
1301 Lakeview Dr. E.
Royal Palm Beach, FL 33411
OpptConsDev@aol.com / rodgersplace@aol.com
(561) 346-5795 (w) / (561) 312-3329 (m)

SMALL BUSINESS ADVOCATE AND SOLUTION PROVIDER

Combining fresh ideas and leadership abilities to deliver quality service and best in class solutions.

Strategic and growth focused finance and formal credit trained team leader with more than 30+ years with an exemplary record in planning and delivering high-quality, dependable finance and credit solutions aligned with long-term business objectives. High energy consultant with a wealth of experience in financial analysis and business process improvement. Working with students and adults to explore, identify and research careers and vocations that may or may not require a college degree, leading to fulfilling and rewarding life experiences. Career Transition Specialist supporting career changes resulting in new career paths.

STRENGTHS:

- **Teamwork:** Strong leader with demonstrated ability to work effectively with people at all levels and in all areas to support increasing shareholder value while delivering on commitment to customer service..
- **Project Management:** Strong organizational skills and attention to detail required to delivery projects to completion. Process improvement from creation to implementation.
- **Vocational and Career Coaching:** Supporting the next generation of students, both with college plans and students with disABILITIES to reach their potential in a career or vocation that will be fulfilling and rewarding
- **Client Centric:** Delivering on the mission of putting the client first. Delivering financial solutions, whether to an individual or a business owner, that are appropriate to immediate and future needs and wants.
- **Financial Analysis:** Formal training in financial services and delivery of solutions to clients. Formal credit training on a variety of credit products including; term loans, lines of credits, real estate loans and personal property loans. Strong credit administration from origination through collection and workout.

PROFESSIONAL EXPERIENCE

COMMERCIAL BANKING

FIFTH THIRD BANK Vice President – Government Guaranteed Lending Specialist III	South Florida 2015-Present
BRANCH BANKING & TRUST (BB&T) Vice President – Business Service Officer III, Relationship Manager	Palm Beach, FL 2011-2013
CITIBANK, NA Vice President – Commercial Banking Relationship Manager	Palm Beach County, FL 2005 – 2011
ENTERPRISE NATIONAL BANK OF PALM BEACH, NA Vice President – Credit Administration Manager and Special Asset Management	Palm Beach Gardens, FL 1997 – 2005

HIGHLIGHTS:

- **Business Development and Sales:** Using proven identification tools to target qualified clients and center of influencers. Created and delivered formal presentations to clients and stakeholders.
- **Client Relationship:** Delivering the best client service. Minimized client attrition below two percent (2%) YOY.
- **Business and Financial Analysis:** Serving business clients (and guarantors) with revenues from \$0 to \$50MM strategic solutions and processes that enhanced business growth.

ADDITIONAL ACCOMPLISHMENTS:

Commercial loan origination and portfolio management of commercial credit by providing commercial lending, cash management, merchant services, payroll, investment and international solutions to support the business owner's growth and strategic planning goals.

Identified over \$190MM of government guaranteed business banking and commercial lending opportunities over a two (2) year period for commercial banks. Originated over \$10.6 MM of new deposit and cash management opportunities. Through new client

acquisition and cross selling of appropriate financial solutions to portfolio clients, exceeded annual goal to increase client net revenue (CNR) of \$200K or more YOY. Recognized in 2008 and 2009 as top Relationship Manager for Florida North and for outstanding achievement in 2006.

Managed 150-200 client relationships while exceeding client service standards. Supported six (6) financial centers and area managers to support the commercial and business banking programs. Supporting 19 Commercial and Business Banking Relationship Managers with all government guaranteed loan programs.

**OPPORTUNITY CONSULTING & DEVELOPMENT, INC.
CAREEROPTIONS 4U, INC.
PRESIDENT/MANAGING MEMBER**

**National Presence 2013 – Present
Businesses Inactive - May 2015**

Working with Financial Institutions and Business Owners to Identify, Create and Implement opportunities to increase Profits and Cash Flow.

Creating process improvement solutions that support business owners in creating and implementing business planning, strategic planning, and their growth objectives to increase cash flow. Provider of services including operational cycle analysis, business financial planning, policy and procedure review/creation, investment strategies for real estate and overall process improvement analysis. Supporting entrepreneurship, working with minority business owners; minority, women owned or disabled businesses, to obtain and/or renew certifications to create additional revenue opportunities.

Business Process Outsourcing service provider to community banks and credit unions who are implementing strategies to add or enhance commercial lending departments to increase profits. Providing all credit administration support including processing, closing and loan servicing on an outsourced basis. Providing sales and credit analysis support including origination, credit analysis and deal structure and presentation assistance. Focus of compliance to risk guidelines to ensure governmental compliance.

Delivering business coaching and training to assist all levels of students (special emphasis on individuals with disABILITIES) in developing college plans. Focus on each client reaching their potential in a career or vocation that will be fulfilling and rewarding. Executive and adult business coaching to encourage and create financial plans to ensure financial security from youth to retirement to death. Assisted adults in transition to create resumes and cover letters and deliver electronically to various electronic recruiting sites.

HIGHLIGHTS:

- **People, Process & Operational Experience** supporting clients finance and credit needs; credit administration support and sales/business development support, covering all levels of a client's development and growth strategies. Strong skills in preparing and delivery sales presentations to clients of all levels. Presentations are designed around client needs based analysis.
- **Financial Analysis** of individuals and businesses to identify, create and implement financial strategies to ensure cash flow for day to day living and for successful business ventures. Active Florida license for Life, Health and Annuity as well as holding an valid Florida license for certain securities including mutual funds. Licenses are held by Dayton & Sydney Financial Advisors, independent agency for AXA Financial Services.

ADDITIONAL ACCOMPLISHMENTS:

Created and implemented group and one on one training for business owners and public schools using the "*Perfect Client and Stakeholder Experience*" willing learner training program created by OCD to enhance customer service experience for all Clients (Internal and External) and Stakeholders.

Commitment to individuals and small business owners to achieve economic empowerment and growth to support economic growth in our communities. Supporting entrepreneurs in starting a business or in growing the business to increase profits and cash flow. Serving on various community boards that support the mission to provide economic growth through public education, entrepreneurship, disadvantaged business and individuals with disABILITIES.

Strategic, growth focused team member who approaches finance and credit from a business mindset and uses decisive leadership skills to drive critical projects from idea through implementation. Creating efficiencies and consistency in all areas of credit administration for community banks and credit unions. Supporting credit underwriting in a cost effective manner while providing support on complex commercial credits. Support includes pre-screening, loan structuring, loan packaging, underwriting, processing and closing, portfolio management, collections, loan workout, policy and procedure support and audit services.

CREDIT ADMINISTRATION

REAL ESTATE RECOVERY, INC. Boca Raton, FL 1992 - 1997
Asset Manager and Special Project Coordinator

WINTHROP STIMSON PUTNAM & ROBERTS West Palm Beach, FL 1981 – 1992
Paralegal/Legal Assistant

DEWEY BALLANTINE PLL West Palm Beach, FL 1990 – 1991
Paralegal/Legal Assistant

ROYAL PALM BEACH FEDERAL SAVINGS BANK West Palm Beach, FL 1988 – 1990
Legal Administrator; Commercial Lending Executive Assistant

HIGHLIGHTS:

- **Credit Administration:** From origination through asset disposition. Created process to minimize risk to the institution through early identification, collection and workout of troubled assets.
- **Human Capital Management:** Serving credit administration employees including senior management, lenders, credit analysts, processing and closing, loan servicing and collections/workout professionals.

ADDITIONAL ACCOMPLISHMENTS:

Selected to manage a USDA-RD government guaranteed loan portfolio of more than \$25MM. Credit administration included portfolio management, early detection of risk, identification of exit strategies and workout to minimize loss to the organization. Special asset management of over 350 commercial relationships with a combined book value of \$250MM. The portfolio was composed of governmental owned and managed assets (RTC/FDIC). Selected by management to administer and resolve a single borrowing relationship with 170 income producing commercial assets.

Professional liability litigation including directors and officers litigation for more than three (3) financial institutions. Team leader in collection, marking and tracking litigation documentation.

EDUCATION

- **COLORADO STATE UNIVERSITY**, Fort Collins, Colorado, Bachelor of Arts, Social Science, 1983
- **UNIVERSITY OF COLORADO**, Boulder, Colorado, General Studies, 1979 - 1981
- **METRO COLLEGE**, Denver, Colorado, Economics/Accounting, 1983-1985
- **OMEGA**, Financial Accounting for Bankers and Commercial Credit Fundamentals, v 2008 and 2010
- **BUSINESS SERVICE OFFICER**, Commercial Banking Program; OMEGA and BB&T credit training, v 2008, 2013
- **AMERICAN MANAGEMENT ASSOCIATION**, Managerial Skills for New & Prospective Managers

LICENSES & CERTIFICATIONS

- **FLORIDA ASSOCIATION OF NONPROFIT ORGANIZATIONS**, Certificate Nonprofit Management, October 2012
- **FLORIDA ATLANTIC UNIVERSITY**, Executive Programs, Medical Business Management Certificate, August 2010
- **FLORIDA HEALTH, LIFE & ANNUITIES**, inactive, 2015
- **FLORIDA SECURITIES, 6 & 63**, inactive, 2015
- **FLORIDA REAL ESTATE SALESPERSON**, inactive 2016

COMMUNITY ACTIVITIES

- **PALM BEACH COUNTY BUSINESS DEVELOPMENT BOARD**, Corporate Sponsor Membership, Education Committee (2013), 2010-Present
- **SCHOOL DISTRICT OF PALM BEACH COUNTY SCHOOL ADVISORY BOARD**, School Advisory Council, Royal Palm Beach High School, Chair, 2012-2014, Member, 2011 – Present
- **SCHOOL DISTRICT OF PALM BEACH COUNTY, EDUCATION FOUNDATION BOARD MEMBER**, Corporate Representative, Chaired Fund Development Committee, 2010 –2014
- **WOMEN'S BUSINESS DEVELOPMENT CENTER**, Community Representative, Board Member, 2009 – 2014, Vice Chair 2014; Strategic Planning, Board Development Co-Chair and Marketing/Programs Chair.
- **TAKE STOCK IN CHILDREN**; Mentor, September 2013 – May 2014



CHRISTOPHER G. COTHAN, CPA, CVA, CGMA

Director

HBK Valuation Group LLC

561-469-5492

ccothran@hbkv.com

Over his nearly two decades of professional experience Christopher has developed expertise in business valuation, appraisal of intangible assets, valuation of tangible personal property, and industrial/utility project development for a wide range of businesses and industries.

Business Appraiser – Mr. Cothran has provided appraisal and valuation services for some of Florida's largest publicly-traded companies as both an internal resource and a consultant. He has leveraged his broad experience to provide insight and understanding to the needs present in privately held businesses with a wide range of size and complexity. He has proven his ability to meet the technical expectations, reporting requirements, and scrutiny of the Internal Revenue Service and the largest international and national public accounting firms. His diverse background has provided opportunities to appraise businesses and assets in a variety of contexts such as financial reporting measurements, complex shareholder disputes, estate and gift tax planning, family law matters, mergers and acquisitions, and state/federal tax reporting to name a few. His industry expertise includes the following, among others.

Railroads	Marinas	Automotive Dealerships
Construction	Business Services	Staffing & Workforce Solutions
Electric Utilities	Wholesale Distribution	Real Estate Developers
Medical Specialties	Sanitation	Outdoor Advertising

Intangible Asset Appraiser – Mr. Cothran has extensive experience in Accounting and Intangible Asset Appraisals including purchase price allocations in accordance with ASC 805 and IFRS 3, impairment testing, and other fair value reporting matters. He has appraised intangible assets such as contractual relationships, customer lists and relationships, non-competition agreements, patents, proprietary and specialized know-how, trademarks and trade names, among others.

Forensic and Litigation Support – Having testified in deposition and trial as an expert witness, Mr. Cothran has provided litigation support services in business valuation and forensic matters related to dissolution of marriage and securities fraud matters. He has been retained by both plaintiffs and defendants, or their counsel.

Transaction Consulting – Mr. Cothran has consulted with business owners, potential acquirers, and private equity groups regarding exit planning, mergers and acquisitions, portfolio valuation, and other transactions. While at NextEra Energy Resources, LLC Christopher was responsible for the project team that deployed in excess of \$200 million based on development efforts and investment recommendations made to management by him and his team.

PROFESSIONAL EMPLOYMENT SUMMARY

January 2019 – Present	Director, HBK Valuation Group – Southeast Florida
2017 to 2018	Project Director, Renewable Development – NextEra Energy Resources, LLC
2011 to 2017	Manager, Property Tax – NextEra Energy, Inc.
2009 to 2011	Valuation Services Partner – Templeton & Company
2005 to 2009	Manager, Valuation Services – Andersen Tax, LLC (f/k/a WTAS, LLC)

PROFESSIONAL DESIGNATIONS

- CPA Certified Public Accountant licensed in Florida (2009 to present). Certification requiring five years of undergraduate and graduate education, passing a multi part national exam, and an average of 40 hours annually of qualifying continuing education.
- CVA Certified Valuation Analyst (CVA). Certification awarded by the NACVA to CPAs who have substantial experience in business valuation and pass a written exam. Recertification is required every three years.
- CGMA This certification is awarded by the AICPA to accountants that have advanced proficiency in finance, operations, strategy and management.

PROFESSIONAL MEMBERSHIPS AND AWARDS

- American Institute of Certified Public Accountants (AICPA) – Actively Licensed CPA
Florida Institute of Certified Public Accountants (FICAP) – Active Member
National Association of Certified Valuators and Analysts (NACVA) – Active Member

COLLEGE EDUCATION

- 2000 Bachelor of Science in Agriculture & Applied Economics, Clemson University
Minor in Economics
- 2007 Master of Accounting, Florida Atlantic University
Concentration in Forensic Accounting

VALUATION AND FORENSIC SERVICES EDUCATION

Mr. Cothran has completed extensive Continuing Professional Education (CPE) credit hours in specialized courses, seminars, and conferences related to business and intangible asset valuations, forensic litigation support theory and practice, and appraisal of tangible personal property sponsored by the American Institute of Certified Public Accountants (AICPA), the American Society of Appraisers (ASA), National Association of Certified Valuators and Analysts (NACVA), and the Institute for Professionals in Taxation (IPT), among others.

Palm Beach County Board of Commissioners

Chairman's Council

Florida Power & Light Company

LRP Media Group

Tortoise Properties LLC

Wexford Capital LP

Board of Advisor Members

Aerojet Rocketdyne

Bank of America

BB&T

CareerSource Palm Beach County

Centennial Bank

DePuy Synthes Power Tools, a Johnson & Johnson Co.

Engel & Volkers Jupiter

Equestrian Sport Productions, LLC

Florida Crystals Corporation

GL Homes

GliddenSpina + Partners

Greenberg Traurig

Gunster

Hardrives, Inc.

HCA Palm Beach Hospitals - JFK Main,

North Campus and Palms West Hospitals

Hedrick Brothers Construction

J.C. White

JP Morgan Chase

MBAF

Minto Communities, LLC

NCCI

NextGen Mgmt dba DxWeb Management, LLC

Nova Southeastern University

Palm Beach Aggregates, LLC

Palm Beach Park of Commerce

Pratt & Whitney

Raymond James/Boynton Financial Group

RSM US LLP

South Florida Business & Wealth Magazine

South Florida Business Journal

TD Bank

Wells Fargo

Corporate Members

ADT

Anderson-Moore Construction Corp.

BankUnited

BDO

Berkowitz Pollack Brant Advisors and CPA's

Caler, Donten, Levine, Cohen, Porter & Veil, P.A.

CallSprout/Quantified IT

Capital Analytics

CBRE, Inc.

Comerica Bank

Compsn Associates, Inc.

Craft Construction Company

Crocker Partners

Day Pitney Richman Greer

DSM Capital Partners, LLC

EisnerAmper LLP

Ertmann Foster Knight, Private Banking Group

ESPN West Palm

Fifth Third Bank

First Citizens Bank

First Republic Bank

Florida Atlantic University

Florida Blue

Florida Public Utilities Company

Fox Rothschild LLP

Gentile Glas Holloway O'Mahoney & Associates, Inc.

Good Samaritan Medical Center

Hi-Tech Roofing & Sheet Metal, Inc.

deabar

Gesharvarz & Associates

Hebolo Construction Management

Jessner, Lesser, Landy & Smith, PLLC

Jessing's Hospitality Group

Lockheed Martin

Lynn University

Moss & Associates

NAI/Merin Hunter Codman

Nxbridge Academy

Palm Beach State College

Partridge Insurance Agency

Partridge Hawk Fire & Security

Regions Bank

The Related Companies

Sendina Healthcare Real Estate

Sybovich

TBA Communications Corporation

Tisca Construction Services, LLC.

Tusk USA Building, Inc.

The Special Event Resource and Design Group, Inc.

Trust Bank

Vympatico Real Estate

W.S. Polo Association Global Licensing

Werdex Construction

The Weitz Company

Wellington Regional Medical Center



July 26, 2019

Mr. Steve Craig
President & Chief Executive Officer
CareerSource Palm Beach County, Inc.
3400 Belvedere Road
West Palm Beach, Florida 33406

RE: Reappointment of three current members and the appointment of one new member to the CareerSource Palm Beach County, Inc. Board of Directors

Dear Mr. Craig:

On behalf of the Business Development Board of Palm Beach County, Inc. it is my pleasure to recommend the reappointment of George T. Elmore, Margaret Pearson and R. Penny Rodgers and the appointment of Christopher Cothran to serve on the CareerSource Palm Beach County, Inc. board of directors. Each individual would make an outstanding addition to the CareerSource Palm Beach County board of directors and embody its mission to provide workforce development, job training and employment services for the businesses and citizens of Palm Beach County.

They are extremely knowledgeable of the issues and concerns of Palm Beach County and we feel they will be an asset to your organization. It is our belief CareerSource Palm Beach County will benefit greatly from their knowledge and experience. We believe they are qualified to serve in this important role.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads 'Kelly Smallridge'.

Ms. Kelly Smallridge,
President/CEO
Business Development Board of Palm Beach County, Inc.

ATTACHMENT 3

310 EVERNIA STREET, WEST PALM BEACH, FL, 33401
TEL (561) 835-1008 FAX (561) 835-1160 www.bdb.org

**CAREERSOURCE PALM BEACH COUNTY, INC.
BOARD MEMBERSHIP ROSTER**

BOARD MEMBER NAME	NOMINATING ORGANIZATION
1. Alex Dobin	Business Development Board of Palm Beach County, Inc.
2. Ava L. Parker	Palm Beach State College
3. Christopher Cothran*	Business Development Board of Palm Beach County, Inc.
4. Connor C. Lynch	Consortium City of Delray Beach Appointment And Representing Private Sector Businesses
5. Cynthia Gaber	Florida Department of Education
6. David H. Talley	Business Development Board of Palm Beach County, Inc.
7. Donna M. Katen-Bahensky	Veterans Administration VA Medical Center West Palm Beach
8. Dorothy Ellington	Delray Beach Housing Authority
9. Dwight Mattingly	Palm Beach / Treasure Coast AFL/CIO
10. George T. Elmore	Business Development Board of Palm Beach County, Inc.
11. Jacqueline M. Medford	Business Development Board of Palm Beach County, Inc.
12. Javin Walker	Consortium City of South Bay Appointment And Representing Private Sector Businesses
13. John Boggess	SouthTech Charter Academy, Inc.
14. Kelly Smallridge	Business Development Board of Palm Beach County, Inc.
15. Kenneth Kirby	Consortium City of Palm Beach Gardens Appointment And Representing Private Sector Businesses
16. Kevin Caracciolo	Consortium City of West Palm Beach Appointment And Representing Private Sector Businesses
17. Laurie George	Chamber of Commerce of the Palm Beaches
18. Margaret Pearson	Business Development Board of Palm Beach County, Inc.
19. Mayor Mack Bernard	Consortium Palm Beach County Local Elected Official And Representing Private Sector Businesses
20. Mel Coleman	Business Development Board of Palm Beach County, Inc.
21. R. Penny Rodgers	Business Development Board of Palm Beach County, Inc.
22. Richard Radcliffe	Palm Beach County League of Cities, Inc.
23. Roger Hudspeth II	Palm Beach / Treasure Coast AFL/CIO

*To be approved August 20, 2019 by the Palm Beach County Board of County Commissioners

ATTACHMENT 4