

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

BOARD APPOINTMENT SUMMARY

Meeting Date: September 10, 2019
Department: Department of Public Safety
Advisory Board: Emergency Medical Services Advisory Council

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve: one "At Large" Appointment to the Emergency Medical Services Advisory Council (EMS Council) for the term from September 10, 2019 through September 30, 2022.

<u>Nominee</u>	<u>Seat</u>	<u>Designation</u>	<u>Nominated by</u>
Dr. Scott Alter	6	Economic Council of Palm Beach County	Economic Council of Palm Beach County

Summary: Per Resolution R2014-0100, the Board of County Commissioners approved a representative make-up of the EMS Council to include 20 members. Thirteen members are representatives of the various components of the EMS system with specific requirements and seven (7) members are Commission District Consumer appointments. The previous occupant of this seat resigned October 5, 2017. Emails were sent to the Economic Council requesting a new nominee. The Economic Council was unable to find someone to fill this seat until now. The one (1) nominee is a Caucasian male. With the appointment to this seat, the EMS Council will have 19 seats filled. The EMS Council will have a diversity count as follows: Caucasian: 17 (89%) and African American: 2 (11%). The gender ratio (male: female) will be 12:7. Countywide (SF)

Background and Justification: The purpose of the EMS Council is to provide recommendations for improving and enhancing EMS in Palm Beach County.

Attachments:

1. Board/Committee Application with Ethics Acknowledgement & Resume
2. Nomination letter from Economic Council of Palm Beach County
3. List of current members
4. Resolutions R2014-0100 & R2016-1824

Recommended By:  8/5/19
Department Director **Date**

Legal Sufficiency:  8/12/19
Assistant County Attorney **Date**

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

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	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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>. **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 July 20, 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: Scott M. Alter, MD Printed Name: Scott M. Alter Date: July 20, 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:
Lynette Schurter, Palm Beach County Emergency Management
20 S. Military Trail, WPB, FL 33415

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: _____ Date: _____



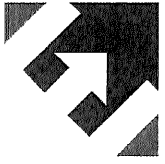
Scott Alter, MD, MBA, NRP, FACEP, FAAEM is an emergency medicine and EMS physician at Florida Atlantic University. He is an Assistant Professor of Emergency Medicine and the Associate Research Director of the Emergency Medicine Residency Program at the Charles E. Schmidt College of Medicine. His responsibilities include overseeing emergency medicine research and emergency medical services education, in addition to serving as core faculty for the emergency medicine residency. Dr. Alter also teaches and works clinically as an emergency physician at Bethesda Hospital East and Delray Medical Center.

Dr. Alter completed his undergraduate degree at the University of Michigan in Ann Arbor, where he became interested in research and earned a Bachelor of Science in Communication Studies. Dr. Alter earned his medical degree from Rutgers Robert Wood Johnson Medical School (then UMDNJ) in Piscataway, New Jersey. He then earned his Master of Business Administration with specialization in Health Administration from Florida Atlantic University in Boca Raton, Florida.

Dr. Alter completed his emergency medicine residency at Morristown Medical Center in Morristown, New Jersey. He went on to complete a fellowship in emergency medical services at Carolinas Medical Center and Mecklenburg EMS Agency in Charlotte, North Carolina. Following training, Dr. Alter joined Emergency Medicine Physicians, working in community practice within Carolinas Healthcare System (now Atrium Health) in the Charlotte region. He also served as System EMS Director for EMP of Mecklenburg County.

Dr. Alter is a Nationally Registered Paramedic. He started in emergency medical services as a volunteer EMT during high school and college. After obtaining his undergraduate degree, Dr. Alter completed his paramedic training. He then went on to work as a practicing paramedic, continuing to do so throughout medical school and residency.

Dr. Alter is dual board certified in emergency medicine and emergency medical services. He is a member of the National Association of EMS Physicians, and a fellow of the American College of Emergency Physicians and the American Academy of Emergency Medicine.



**ECONOMIC
COUNCIL**
OF PALM BEACH
COUNTY, INC

ATTACHMENT 2

Department of Public Safety
Division of Emergency Management
Attention: Lynette Schurter
20 S. Military Trail
West Palm Beach, FL 33412

July 22nd, 2019

Ms. Schurter,

Please accept this letter as the Economic Council of Palm Beach County's intent to appoint Dr. Scott Alter to the Palm Beach County Emergency Medical Services (EMS) Advisory Council. Dr. Alter is an Emergency Medicine & ER Doctor as well as the Associate Research Director of the Emergency Medicine Residency Program at Florida Atlantic University's College of Medicine. Dr. Alter will be filling the current vacancy the Economic Council has on the Advisory Board.

Thank you,

Michele Jacobs
President & CEO
Economic Council of Palm Beach County

4440 PGA Blvd; Suite 600, Palm Beach Gardens, FL 33410

PALM BEACH COUNTY
EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL MEMBER INFORMATION

SEAT#	NAME	TITLE/POSITION	REQUIREMENT	APPT DATE	EXP DATE
1	John Treanor	EMS Division Chief Boca Raton	Fire Chiefs Assoc	10/1/2016	9/30/2019
2	Collette Cattafi	Assoc. Director of Emergency Svc	ER Nurse's Forum	11/20/2018	9/30/2021
3	Brooke Liddle	Asst. Operations Manager	Private Ambulance	5/1/2018	9/30/2021
4	Dr. Belma Andric	Medical Director/Physician	PBC Health District	5/2/2017	9/30/2020
5	Brian Fuller	Asst. Chief Greenacres	EMS Provider	12/5/2017	9/30/2020
6	Pending - Dr. Scott Adler		Economic Council		
7	Dr. Richard Paley	ER Physican St. Mary's Medical	ER Physician	12/5/2017	9/30/2020
8	Open		EMS Educator		
9	William Quinn	Dir Southeast FL Funerals	Consumer Dist 1	10/1/2018	9/30/2021
10	Ruth Berman	Retired	Consumer Dist 2	2/5/2019	9/30/2022
11	Dr. Craig Kushnir	Physician	Consumer Dist 3	1/23/2018	9/30/2020
12	Dr. Ronald Giddens	Optometrist	Consumer Dist 4	11/21/2017	9/30/2020
13	Lance Berkowitz	Retired	Consumer Dist 5	11/21/2017	9/30/2020
14	Robert Bean	Retired	Consumer Dist 6	7/2/2019	9/30/2020
15	Latosha Clemons	Deputy Chief Boynton Beach	Consumer Dist 7	3/14/2017	9/30/2019
16	Dr. Ken Scheppke	Medical Director/Physician	PBC EMS Medical Dir	10/1/2016	9/30/2019
17	Drew Reyburn	Firefighter/Paramedic	Professional FF/Pmd	8/14/2018	9/30/2019
18	Pamela Tahan	CEO Wellington Regional	Independent Hosp. CEO	6/18/2019	9/30/2020
19	Gina Melby	CEO JFK Medical Center	HCA Hospital CEO	12/5/2017	9/30/2020
20	Gabrielle Finlay-Hazle	CEO St. Mary's Medical Center	Tenet Hospital CEO	12/5/2017	9/30/2020

RESOLUTION NO. R 2016- 1824

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AMENDING RESOLUTION 2014-0100: ESTABLISHING A SEAT ON THE CHANGING A SEAT ON THE EMS ADVISORY COUNCIL FROM PALM BEACH COUNTY MEDICAL SOCIETY, INC. TO PALM BEACH COUNTY EMERGENCY MEDICAL SERVICES PROVIDERS ASSOCIATION.

WHEREAS, the Emergency Medical Services (EMS) Advisory Council was created in 1973 by the Board of County Commissioners to provide recommendations for improving emergency medical services in Palm Beach County; and

WHEREAS, over the years the EMS Advisory Council membership has been modified and today exists as a twenty (20) member body; and

WHEREAS, the EMS Advisory Council recommends that "At Large" Seat #5 Palm Beach County Medical Society, Inc be changed to Palm Beach County Emergency Medical Services Providers Association.

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

1. The Membership Section of R-2014-0100 is amended to read:

MEMBERSHIP

1	-	Fire Chief's Association of PBC-FL Inc.
1	-	Emergency Room Nurses Forum
1	-	Private Ambulance Provider
1	-	PBC Health Care District - Trauma District
1	-	PBC Emergency Medical Services Providers ✓
1	-	Economic Council of PBC Inc.
1	-	Emergency Room Physician
1	-	EMS Educator
7	-	Consumers – District
1	-	PBC EMS Medical Directors Association
1	-	Palm Beach County Council of Firefighters/Paramedics
3	-	Hospital CEO

2. All Appointments are "at large" with the exception of the seven (7) District "consumer" positions. The seven (7) District consumer appointments are defined as individuals who have received or may potentially receive the services from an Emergency Medical Services Provider and who are not associated with an Emergency Medical Services Provider and who do not receive any form of compensation or remuneration from an Emergency Medical Services Provider or agency associated with or a part of an Emergency Medical Services Provider.

3. Terms of Office for Advisory Council members shall be three (3) years. Terms shall begin on October 1st and end on September 30th. No member shall be appointed or reappointed to the Advisory Council for more than three (3) consecutive three (3) year terms. All members serve at the pleasure of the Commission and may be removed by the Commission at any time and without cause.

4. All members must be residents of Palm Beach County at the time of appointment and while serving on the Council. Ex-officio or alternatives may be appointed to the Council by the Commission.

The foregoing resolution was offered by Commissioner ^{McKinlay} ~~Kerner~~ who moved its adoption. The motion was seconded by Commissioner _____ and upon being put a vote. The vote was as follows:

District 1:	Hal Valeche	<u>Aye</u>
District 2:	Paulette Burdick	<u>Aye</u>
District 3:	Dave Kerner	<u>Aye</u>
District 4:	Steven L. Abrams	<u>Aye</u>
District 5:	Mary lou Berger	<u>Aye</u>
District 6:	Melissa McKinlay	<u>Aye</u>
District 7:	Mack Bernard	<u>Aye</u>


The Mayor thereupon declared the resolution duly passed and adopted this 6th day of Dec, 2016.

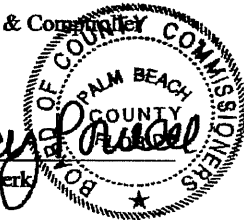
PALM BEACH COUNTY, FLORIDA BY ITS
BOARD OF COUNTY COMMISSIONERS

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By 
County Attorney

Sharon R. Bock, Clerk & Comptroller

By 
Deputy Clerk



RESOLUTION NO. 2014-0100

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

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

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

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

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

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

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

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

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

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

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

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

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

2. ER Nurse's Forum
3. Private Ambulance Provider, nominated by County Private Ambulance Services Providers.
4. PBC Health Care District - Trauma District
5. PBC Medical Society Inc.- Physician, Emergency Room experience
6. Economic Council of PBC Inc., not to include a hospital representative
7. Emergency Room Physician, open to all County Hospitals
8. EMS Educator from County EMS Training Facilities
9. Palm Beach County Medical Directors
10. Palm Beach County Council of Firefighters
11. Hospital CEO, to be selected by each Independent Hospital Representative and nominated by the BCC.
12. Hospital CEO, to be selected by HCA Hospitals Administrators
13. Hospital CEO, to be selected by TENET Hospitals Administrators
14. Seven (7) "District" members who receive direct services from the EMS Community.

Section 5. Term of Office. Terms of office for Advisory Council members shall be three (3) years. Terms shall begin on October 1st and end on September 30th. Existing member's terms shall end on September 30th of the year in which their term expires. Beginning on or after March 1, 2013, no member shall be appointed or reappointed to the Advisory Council for more than three (3) consecutive three (3) year terms.

Section 6. Removal for lack of Attendance. Members of boards shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three (3) consecutive meetings or a failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall be the same as failure to attend a meeting. Members removed

pursuant to this paragraph shall not continue to serve on the board and such removal shall create a vacancy, unless otherwise provided by statute or other binding rule.

Section 7. Vacancies. Vacancies occurring during a term shall be filled for the unexpired term, and shall not count toward the member's term limits.

Section 8. Conduct of Meeting. A quorum must be present for the conduct of all Advisory Council meetings. A majority of the members appointed shall constitute a quorum. All meetings shall be governed by Robert's Rules of Order.

Section 9. Officers. Officers of the Advisory Council shall consist of a Chair and a Vice Chair who shall be elected by a majority vote of the membership and shall serve for terms of one (1) year. No officer shall serve for more than two (2) consecutive terms and any officer may be removed before the expiration of his term by a two-thirds (2/3) vote of the Advisory Council. The Chair shall preside over the meetings and the Vice Chair shall preside in the absence of the Chair.

Section 10. Meetings. The Advisory Council may meet in regular session once every two (2) months, with the annual meeting for the selection of officers to be in the month of May, or as required, at times and places set by the Advisory Council or as determined by the Chair. Regular meetings shall be set by the Advisory Council at least one (1) calendar month in advance of each meeting. Special meetings of the Advisory Council may be held at the call of the Chair or the Director of Public Safety, provided, however, that forty-eight (48) hours advance notice is given to both the members of the Advisory Council and the public in accordance with Florida Statutes, so that reasonable public notice is provided for all meetings, with same being open to the public at all times.

Section 11. Duties and Responsibilities. It shall be the duty of the Advisory Council to review and make recommendations to the Board or the Director of the Department of Public Safety. Such review and recommendations shall be performed

in a timely manner. Moreover, the Advisory Council may review and make recommendations to the Board on any and all emergency medical services matters coming within the authority and purview of the Board.

Section 12. Staff Cooperation and Support. The staff of the County, including but not limited to, the County Administrator or his designee, the County Attorney or his designee, and the Director of Public Safety, are hereby charged with the responsibility to furnish to the Advisory Council; such records, documents, plans, reports and financial data on emergency services matters which, in the opinion of the Advisory Council, may fulfill the duties required of it hereunder. Secretarial and recording support for the Advisory Council shall be made available by the Department of Public Safety.

Section 13. Appointment of Advisors. The Advisory Council is authorized to seek and secure advice from those who might be of assistance to the Advisory Council; provided, however, that such advice must be obtained without compensation to the advisor.

Section 14. Travel Expenses, Reimbursement and Approval Authority. Members of the Advisory Council shall serve without compensation but may be eligible for travel reimbursement for only those expenses which are incurred for travel outside Palm Beach County which is necessary to fulfill Advisory Council member responsibilities provided sufficient funds have been budgeted and are available as set forth in PPM CW-0-038. No other expenses are reimbursable except documented long distance phone calls to the liaison County department. Any approved travel reimbursement shall be subject to those actual expenses at the rate or rates established by State law and County travel policy. Approval authority for pre-authorized Council member travel is designated to the County Administrator and Deputy County Administrator and shall be in accordance with Countywide Policy and Procedures memoranda (PPM) CW-F-009.

Section 15. Maximum Number of Boards. The maximum number of Boards that an individual member appointed by the Board of County Commissioners may serve on at one time shall be three (3), except that no individual may serve on more than one (1) board, including if doing so would violate Article II, Section 5 (a) of the Florida Constitution which prohibits dual office holding.

Section 16. Qualification as a Candidate. Advisory Council members shall not be prohibited from qualifying as a candidate for elected office.

Section 17. Sunshine Law and State Code of Ethics. The Advisory Council shall comply with the Sunshine Law and State Code of Ethics. Reasonable public notice of all Advisory Council meetings shall be provided. All meetings of the Advisory Council shall be open to the public at all times and minutes shall be taken at each meeting.

Section 18. Palm Beach County Code of Ethics. Advisory Council members are to comply with the applicable provisions of the Palm Beach County Code of Ethics as codified in Section 2-254 through 2-260 of the Palm Beach County Code.

Section 19. Annual Narrative Report. The Advisory Council, and each board listed in PPM CW-O-60, may be amended from time to time and shall submit an annual narrative report to the Agenda Coordinator. The form, substance, and submittal dates for annual narrative reports are established by PPM CW-O-060. An Annual Narrative Report does not have to be submitted if the board is required to submit a report at least quarterly through ordinance, law, or some other legal document.

Section 20. Compliance with Uniform Policy for Advisory Boards and Commissions. This Resolution and the Advisory Council are expressly subject to all uniform policies for advisory boards and commissions as established by the Board pursuant to Resolution 2013-0193, as may be amended. In the event of any conflicts

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

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


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

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

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

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

Sharon R. Bock, Clerk & Comptroller

By: 
Deputy Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

By: 
Assistant County Attorney