

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date: October 8, 2019

Department: Department of Public Safety
Advisory Board: Emergency Medical Services Advisory Council

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve: one (1) "At Large" Appointment with three (3) nominees to the Emergency Medical Services (EMS) Advisory Council for the term from October 8, 2019, through September 30, 2022.

<u>Nominee</u>	<u>Seat</u>	<u>Designation</u>	<u>Nominated by</u>
Tina Palermo OR	8	EMS Educator	Medical Career Academy
Matt Keeler OR	8	EMS Educator	Palm Beach State College
Phil Botting	8	EMS Educator	HCI College

Summary: Per Resolution R2014-0100, the Board of County Commissioners approved a representative make-up of the EMS Council to include twenty (20) members. Thirteen (13) members are representatives of the various components of the EMS system with specific requirements and seven (7) members are Commission District Consumer appointments. On September 30, 2019, the EMS Educator seat term above will expire. Letters were sent to four (4) EMS Education Schools requesting a new nominee. There were three (3) nominations received. The EMS Council currently has seventeen (17) seats filled. The EMS Council diversity count is as follows: Caucasian 15 (88%) and African American: 2 (12%). The gender ratio (male: female) is 10:7. Ms. Tina Palermo is Caucasian female, Mr. Matt Keeler and Mr. Phil Botting are Caucasian males. 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 Applications with Ethics Acknowledgements & Resumes
 2. Nomination letters from three (3) EMS Education Schools
 3. List of current members
 4. Resolutions R2014-0100 & R2016-1824

Recommended By: [Signature] 9/16/19
Department Director Date

Legal Sufficiency: [Signature] 9/19/19
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: Emergency Medical Services Advisory council Advisory ☒ Not Advisory ☐

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

Term of Appointment: 3 Years. From: _____ To: 09/30/22

Seat Requirement: EMS Educator Seat #: 8

☐ *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: _____**

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Palermo Tina
Last First Middle

Occupation/Affiliation: EMS Program Director

Owner ☐ Employee ☒ Officer ☒

Business Name: Medical Career Academy

Business Address: 7751-1 N. Military Trail

City & State: Palm Beach Gardens, FL Zip Code: 33410

Residence Address: 8623 140th Ave N

City & State: WPB Zip Code: 33412

Home Phone: (561) 346-5257 Business Phone: (561) 283-0400 Ext. _____

Cell Phone: (561) 346-5257 Fax: (561) 429-8903

Email Address: tina@mcaedu.org

Mailing Address Preference: ☒ Business ☐ Residence

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

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

Minority Identification Code: ☐ Male ☒ Female
☐ Native-American ☐ Hispanic-American ☐ Asian-American ☐ African-American ☐ Caucasian

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Services	Term
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
(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/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 7/22/ 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: Tina Palermo Printed Name: Tina Palermo Date: 7/22/19

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:
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: _____

Tina Palermo

8623 140th Ave N, West Palm Beach, FL 33412 · (561) 346-5257
Tina@mcaedu.com

PALM BEACH COUNTY FIRE RESCUE

1988 – 2013

EMS DISTRICT CAPTAIN – RETIRED

Supervising paramedics in the field on critical and ALS calls, incident command on scene of mass casualty incidences, quality improvement for the EMS program and other mid-management operations including continuing education, and other duties.

American Medical Ambulance- Paramedic working in Belle Glade 1985-1988

2018-PRESENT

BOARD MEMBER AND EMS PROGRAM DIRECTOR OF:

MEDICAL CAREER ACADEMY A 501 C 3 NON-PROFIT EMS SCHOOL TEACHING EMT’S AND PARAMEDICS

1991 – 1995

ACLS COORDINATOR AND ADJUNCT INSTRUCTOR, PALM BEACH COMMUNITY COLLEGE

Assisted in the instruction of the EMS program and scheduled classes for ACLS certifications as well as instructor schedule.

1995 – 2013

PRESIDENT AND FOUNDER OF HEALTH CAREER INSTATUTE, RETIRED-1995-2013

LEAD INSTRUCTOR – PROGRAM DIRECTOR, PRESIDENT, FOUNDER

Managed Health Career Institute as president and developed HCI as an Accredited College for AS Degrees in AS in EMS, AS Fire Science and AS in Nursing while still working at Palm Beach Fire Rescue as an EMS District Captain.

EDUCATION

1977-1981

B.S. DEGREE, UNIVERSITY OF MASSACHUSETTS- PRE-MED

1984 PARAMEDIC CERTIFICATE, BROWARD COMMUNITY COLLEGE, DAVIE, FL

Florida Paramedic State License

Firefighter

EMT and Paramedic

Fire Training Instructor III

EMS Program Director

Multiple FEMA and ISO certificates, Leadership from Florida Department of Health Bureau of EMS

AWARDS:

2010 Palm Beach County Fire Rescue Merit
2007 Distinguished Ems Service Award from Palm Beach County Emergency Management
1992 National Fire Academy Leadership I, II and III
1990 W.P.B. Fire Department: Certificate of Merit for Exceptional Performance

SKILLS

- Experienced leader and liaison with hospitals, educators, fire departments, security companies, ambulance services, students, and community.
- Extensive experience in tutoring, and mentoring EMS personnel, firefighters, students and management.
- Event planning and office management, including scheduling students to volunteer in community mass casualty events.
- Hiring and continued leadership of employees, students, and community.
- Public-Speaking ability and experience for Minority Owned Businesses.
- Writing ability and radio experience, speaking experience at community groups and high schools.
- Work with responsibility, character, and integrity throughout my career as a firefighter, EMS Provider and EMS educator.
- Comfortable in multiple settings

AFFILIATIONS

Member of:

- Palm Beach County EMS Providers
- Florida Association of Post-Secondary Schools- FAPSC
- Florida Association of EMS Educators- FAEMSE
- Florida Order of Leatherheads- F.O.O.L.S.

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

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Board Name: Emergency Medical Services Advisory Council Advisory ☒ Not Advisory ☐
☒ At Large Appointment or ☐ District Appointment /District #: ____
Term of Appointment: 3 Years. From: _____ To: 09/30/22
Seat Requirement: EMS Educator Seat #: 8
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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: Keeler Matt
Last First Middle
Occupation/Affiliation: Acting EMS Program Director
Owner ☐ Employee ☒ Officer ☐
Business Name: Palm Beach State College
Business Address: 4200 Congress Ave
City & State Lake Worth, FL Zip Code: 33461
Residence Address: 6785 Columbia Ave
City & State Lake Worth, FL Zip Code: 33467
Home Phone: () Business Phone: (561) 868-3873 Ext. _____
Cell Phone: (561) 523-7479 Fax: ()
Email Address: Keelerm@palmbeachstate.edu
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:

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Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary) OR			
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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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):

X By watching the training program on the Web, DVD or VHS on July 22, 2019
 _____ By attending a live presentation given on _____, 20____

AND

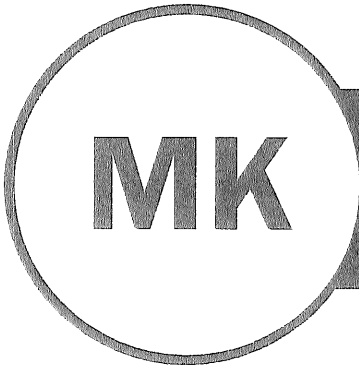
By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Matthew Keeler Printed Name: Matthew Keeler Date: July 22, 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: _____



MATTHEW KEELER

6785 COLUMBIA AVENUE, LAKE WORTH, FL 33467

561 523 7479

1101 UNIVERSITY BLVD, SUITE 100, WEST PALM BEACH, FL 33411

OBJECTIVE

Utilizing my knowledge, skills, and abilities to further enhance my career in the prehospital Emergency Medical Services field.

SKILLS & CERTIFICATIONS

- Advanced Cardiac Life Support Instructor
- Basic Life Support Instructor
- Pediatric Advanced Life Support Instructor
- Pre Hospital Trauma Life Support Instructor
- NAEMT Pre Hospital Trauma Life Support Affiliate Faculty

EXPERIENCE

LIEUTENANT • BOYNTON BEACH FIRE RESCUE • AUGUST 1996 – PRESENT

Commands a fire or emergency medical apparatus, its equipment, and the personnel assigned to it. Responsibilities include, but are not limited to: apparatus and equipment, the morale, the conduct, performance, discipline, and efficiency of the members under my command, the accuracy and completeness of all company records and reports, keeping accurate station records and enforcing departmental and station policies, conducting company training and drills in conformance with departmental policies and procedures. Ensure that personnel assigned to their companies are familiar with all city and department rules and regulations, Standard Operating Guidelines, and ALS and BLS protocols.

**ACTING DIRECTOR OF EMS
PALM BEACH STATE COLLEGE • MAY 2019 TO PRESENT**

Responsible for the oversight and administration of the following programs: Emergency Medical Services, Emergency Medical Technician, and Paramedic. Administers and manages the Associate in Science degree in EMS, continuing education programs, and certifications. Works with subject matter experts for curriculum development. Plans for equipment and facilities, and manages textbooks and materials. Identifies, coaches and supervises staff and instructors. Manages departmental budget and transactions.

EDUCATION

BACHELORS OF SCIENCE IN EDUCATION • 1994 • FLORIDA ATLANTIC UNIVERSITY

STATE OF FLORIDA PARAMEDIC CERTIFICATE • APRIL 1996 • BROWARD COMMUNITY COLLEGE

STATE OF FLORIDA FIREFIGHTER CERTIFICATION • JANUARY 1995 • FORT MYERS FIRE COLLEGE

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APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Botting Phil
Last First Middle

Occupation/Affiliation: EMS Program Director

Owner ☐ Employee ☐ Officer ☐

Business Name: HCI College

Business Address: 1764 N. Congress Ave #203

City & State West Palm Beach, FL Zip Code: 33409

Residence Address: 6412 Shadow Creek Village Circle

City & State Lake Worth, FL Zip Code: 33463

Home Phone: () Business Phone: (561) Ext. _____

Cell Phone: (561) 926-3001 Fax: ()

Email Address: pebotting@gmail.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:

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_____	_____	_____	_____
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☐ By attending a live presentation given on _____, 20 _____

AND

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

*Applicant's Signature: [Signature] Printed Name: Phil Botting Date: 7/22/2019

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: _____

Philippe A. Botting

◇ 6412 Shadow Creek Village Circle. Lake Worth, FL 33463 ◇ (561)926-3001

Objective

Seeking a position on the Emergency Medical Services Advisory Council where my abilities and vast experience can be used to successfully train and graduate EMS professionals.

Employment History

Program Director, West Palm Beach, FL Health Career Institute	July 2017-present West Palm Beach, FL
<ul style="list-style-type: none">• Instructor all areas of Emergency Medical Services courses in lecture and labs.• Advise and counsel students in areas of weakness and needed improvement.• Assist with curriculum and scheduling issues.	

Lead Paramedic Instructor, Coral Springs Regional Institute of Public Safety	January 2014-present Coral Springs, FL
<ul style="list-style-type: none">• Proficient in teaching all areas of Emergency Medical Services.• Tutor and advise students in areas of weakness and counsel to successful completion.	

Firefighter/Paramedic/FTC-M City of Fort Myers	December 2008-present Fort Myers, FL
<ul style="list-style-type: none">• Responsible for Life, safety, and property of our citizens and my crew.• Handle all medical training of personal on shift.	

U.S. Army/Army Reserves, Company Commander	January 1986-January 2006
<ul style="list-style-type: none">• Responsible for the safety and well-being of company under my command.• Lead troops in war and peace time.	

Education

B.S. Public Administration Barry University, Miami Shores, FL	A.S. Emergency Medical Services Broward College, Davie FL
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Certifications

Paramedic, State of Florida Firefighter I and II, State of Florida and Pro Board BLS/ACLS/PALS Provider and Instructor Certified Team Instructor Level A and B	EMT, State of Florida Driver Engineer Cert., State of Florida PHTLS and Provider/Instructor Instructor III Cert., State of Florida
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Volunteer Service

Volunteer Fire Department, Lauderdale by the Sea	February 2008-December 2008
Volunteer Fire Department, City of Coral Springs	June 1984-December 1985



July 19, 2019

Palm Beach County Emergency Management
ATT: Lynette Schurter
20 S. Military Trail
West Palm Beach, FL 33415

RE: Palm Beach County Emergency Medical Services (EMS) Advisory Council Seat #8 – EMS Educators

Dear Ms. Schurter, Division of Emergency Management and Board of County Commissioners,

On behalf of Medical Career Academy's administration, faculty and staff, we are pleased to nominate our EMS Program Director, Tina Palermo, for the EMS Educators Seat on the Palm Beach County EMS Advisory Council.

Ms. Palermo's service, experience, education and achievements within the EMS field started back in 1986 when she was hired at Lake Worth Fire Department and quickly rose to the rank of EMS Captain in 1988.

Tina's courage, commitment and selfless actions throughout her career earned her three distinguishable awards:

1. 1990: Certificate of Merit – West Palm Beach Fire Rescue for exceptional performance of duty under complicated and hazardous conditions.
2. 2007: Distinguished EMS Service Award from Palm Beach County Emergency Management
3. 2010: Merit Award – Palm Beach County Fire Rescue for life saving procedures in a canal.

In 1991, Tina took a job at Palm Beach Community College as an Adjunct Instructor and an ACLS Coordinator. It was then she discovered her love for teaching and felt she could truly make a positive impact on the future EMS providers of our community.

In 1995, Tina's passion and dedication to the fire service, combined with her love for education, inspired her to start her own educational training facility with a focus on emergency medical services. What started as a small company providing AHA courses to local healthcare providers, quickly started to grow and expand into a full-blown educational facility founded by Ms. Palermo as Health Career Institute (HCI). In 2002, the school offered their first ever EMT program and by 2005, Ms. Palermo received approval from all regulatory bodies to begin the school's first Paramedic program. Eventually, HCI started providing continuing education fire science courses and the school was operating as an all-inclusive EMS educational training facility.

Tina's vision didn't stop there; While still working full-time at Palm Beach County Fire Rescue and as the CEO and Program Director of HCI, Tina took on the task of getting the school nationally accredited in order to offer Associates of Science degrees in both EMS and Fire Science.

In 2013, Ms. Palermo made the ultimate decision to sell HCI in order to care for family members.

7751-1 N. Military Trail Palm Beach Gardens, FL 33401 (P): 561-283-0440 (F): 561-229-1066



In January, 2018 Tina joined Medical Career Academy (MCA) as President and Program Director. Equipped with years of experience in post-secondary education, along with her expert knowledge of the accreditation process and governing regulatory bodies, Ms. Palermo began the process of re-branding and refining all aspects of the school. In just a little over a year and a half, under the direct supervision of Ms. Palermo, MCA has managed to more than double its enrollment numbers, improve pass rates for both EMT and Paramedic programs to surpass the State average, and is now in the beginning phase for national accreditation through the Accrediting Commission of Career Schools and Colleges (ACCSC).

With over 20+ years of experience serving Palm Beach County and training our community's future EMS Providers, we at Medical Career Academy believe Tina Palermo is the perfect candidate for the EMS Educators Seat on the Palm Beach County Emergency Medical Services Advisory Council. Please consider this Ms. Palermo's nomination letter.

Thank you for your time and consideration.

Sincerely,

Rochelle Goldberg
EMS Administrative Assistant

PALM BEACH STATE
COLLEGE

PUBLIC SAFETY

4200 Congress Avenue
Lake Worth, FL 33461-4796

561-868-3633 OFFICE
561-868-3843 FAX

July 30, 2019

Palm Beach County, Department of Public Safety
Lynette Schurter, EMS Specialist
20 South Military Trail
West Palm Beach, FL 33415

RE: Palm Beach County Emergency Medical Services (EMS) Advisory Council

Ms. Schurter,

Please accept this nomination for EMS Educator seat #8 to be filled by Matt Keeler. Matt has been with Palm Beach State College since 2001, leading the EMS faculty as Department Chair and now is the Interim Director for all EMS programming. I highly recommend Matt for this role.

Matt is passionate about his role and continuously looks to advance the EMS profession and improve quality service in our community. Matt would make an excellent candidate for this position. He meets/exceeds all requirements and is available and to attend all 6 meetings annually and can serve the 3-year term. Please let me know if you need any other documentation at this time.

Sincerely,

Barbara Cipriano
Associate Dean of Public Safety



To whom it may concern,

My name is Robert Bonds and I am the President & COO of HCI College. I am writing this letter in hopes that you consider Phil Botting for the EMS Council Educators Seat. Phil Botting has been with HCI College for four years and has held the position of EMS Program Director for over two years. Since Mr. Botting has taken on his role, he has been able to mentor multiple faculty members and students in a way that I have not seen before. His knowledge of the curriculum, his ability to adapt, and his willingness to learn more everyday would make him the perfect fit for the EMS Council.

On top of his many years with HCI College, Mr. Botting is also a Fire fighter/Paramedic with Ft. Myers Fire Department for the past 11 years. He also served in the United States Army for over 20 years, and has earned multiple awards over the year to include Instructor of the Year and Paramedic of the Year. Please accept this nomination for Mr. Phil Botting to the EMS Council Educators Seat.

Per the requirements, Phil Botting is a Palm Beach County resident, is employed as an EMS educator, has a favorable reputation within Palm Beach County, and would be able to attend multiple meetings a year.

Sincerely,

Robert Bonds, MBA
Chief Operating Officer
HCI College
1764 N Congress Ave Suite 209
West Palm Beach, FL 33409
rbonds@hci.edu



EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL MEMBER INFORMATION

SEAT#	NAME	TITLE/POSITION	REQUIREMENT	APPT DATE	EXP DATE
1	Pending - Jamie Smith	EMS Division Chief Boca Raton	Fire Chiefs Assoc	Pending 10/8/19	
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 Fire Rescue	EMS Provider	12/5/2017	9/30/2020
6	Pending - Dr. Scott Adler		Economic Council	Pending 9/10/2019	
7	Dr. Richard Paley	ER Physican St. Mary's Medical	ER Physician	12/5/2017	9/30/2020
8	Pending - 3 nominees		EMS Educator	Pending 10/8/19	
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	Pending - Steven Keehn	Medical Director/Physician	PBC EMS Medical Dir	Pending 10/8/19	
17	Pending - Drew Reyburn	Firefighter/Paramedic	Professional FF/Pmd	Pending 10/8/19	
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. 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: [Signature]
Deputy Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: [Signature]
Assistant County Attorney

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 ~~Kerner~~ 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>

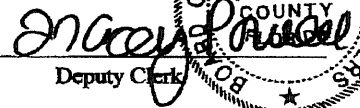
The Mayor thereupon declared the resolution duly passed and adopted this 6th day of Dec, 2016.

PALM BEACH COUNTY, FLORIDA BY ITS
BOARD OF COUNTY COMMISSIONERS

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By 
County Attorney

Sharon R. Bock, Clerk & Commissioner

By 
Deputy Clerk

