

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

Meeting Date: March 9, 2021

Department  
Submitted By: Community Services  
Advisory Board: Homeless Advisory Board

**I. EXECUTIVE BRIEF**

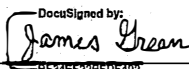

**Motion and Title:** Staff recommends motion to approve: the reappointments of four (4) current members to the Homeless Advisory Board (HAB), effective March 9, 2021:

<u>Seat No.</u>	<u>Appointment</u>	<u>Seat Requirement</u>	<u>Recommended By</u>	<u>Term Expires</u>
5	Anne M. Gerwig	PBC League of Cities	Palm Beach County League of Cities	09/30/2023
6	Steven Tillman	Veterans Administration Medical Center Representative	Veterans Administration Medical Center	09/30/2023
7	Sophia Eccleston	Homeless Coalition of Palm Beach County Representative	Homeless Coalition of Palm Beach County	09/30/2023
8	Uwe Naujak	Homeless Service Providers Representative.	Homeless and Housing Alliance	09/30/2023

**Summary:** On May 1, 2007, the Board of County Commissioners (BCC) established the HAB. The total membership for the HAB shall be no more than 14 at-large members, per Resolution No. R2016-0038, comprised of members representing government, business providers, law enforcement, advocates, education, faith-based and the formerly homeless. Members representing Palm Beach County’s Continuum of Care and the homeless community are essential to the work of this board. Ms. Gerwig is employed by AGA Engineering, which contracts with the County for services. Ms. Gerwig is also the Mayor with the Village of Wellington. Ms. Eccleston is an employee of Florida Power & Light and Mr. Naujak is an employee of The Homeless Coalition of Palm Beach County, Inc. These agencies contract with the County for services. The HAB provides no regulation, oversight, management, or policy setting recommendations regarding the subject contracts or transactions. Disclosure of these contractual relationships at a duly noticed public meeting is being provided in accordance with the provisions of Section 2-443, of the Palm Beach Code of Ethics. The diversity count for the 8 seats that are currently filled is: African-American: 6 (76%), Caucasian: 1 (12%), and Native-American: 1 (12%). The gender ratio (female:male) is 5:3. Ms. Gerwig, Mr. Tillman and Mr. Uwe are Caucasian and Ms. Eccleston is African-American. Staff conducts targeted outreach in an effort to proffer candidates for appointments that maintain a diverse composition of the board. (Division of Human and Veteran Services) Countywide (HH)

**Background and Justification:** The BCC formally adopted the Leading the Way Home plan to end and prevent homelessness on January 7, 2020. The HAB’s focus is directed toward implementing the new Leading the Way Home plan. The Division of Human and Veteran Services provides staff support. The authority for the HAB is provided by Resolution Number R2016-0038

- Attachments:**
1. Boards/Committees Applications (4)a
  - 2.a Proposed HAB Member Category and Seat Numbera
  - 3.a Resolution No. R2016-0038a

<b>Recommended By:</b>	 <small>DocuSigned by: James Green</small> Department Director	2/5/2021	
	Date		
<b>Legal Sufficiency:</b>	 Assistant County Attorney	2-9-21	
	Date		

## II. REVIEW COMMENTS

A. Other Department Review:

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Department Director

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARDS/COMMITTEES APPLICATION

Attachment 1

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: Homeless Advisory Board Advisory  Not Advisory

At Large Appointment or  District Appointment /District #: \_\_\_\_\_

Term of Appointment: 2.6 Years. From: 3/9/21 To: 9/30/2023

Seat Requirement: PBC League of Cities Seat #: 5

\*Reappointment or  New Appointment

or  to complete the term of \_\_\_\_\_ Due to:  resignation  other

Completion of term to expire on: \_\_\_\_\_

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

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Gerwig Anne Millington  
Last First Middle

Occupation/Affiliation: Mayor  
Owner  Employee  Officer

Business Name: Village of Wellington

Business Address: 12300 W. Forest Hill Boulevard

City & State Wellington Zip Code: 33414

Residence Address: 14505 Paddock Drive

City & State Wellington Zip Code: 33414

Home Phone: ( 561 )793-4606 Business Phone: ( 561 )791-4085 Ext. \_\_\_\_\_

Cell Phone: ( 561 )346-2952 Fax: ( 561 )791-4045

Email Address: agerwig@wellingtonfl.gov

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

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

**Section II Continued:**

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<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 &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary) OR			
NONE	<input 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 June 27 2020  
 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: *Anne Gerwig* Printed Name: Anne Gerwig Date: 1.6.2021

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](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 355-1915.

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

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Anne Gerwig**  
14505 Paddock Drive, Wellington, FL  
agerwig@wellingtonfl.gov

## **Experience**

Alan Gerwig & Associates, Inc

1998- Present

- Founded civil and structural consulting engineering firm.
- Responsible for the firm's Administrative duties including the payroll.

Village of Wellington

2010-Present

Elected as Councilwoman in March 2010

Re-Elected in March 2014

Elected as Mayor in 2016

During her time in office:

- Instrumental in naming of the Keely Spinelli Education Grant
- Involved with the construction of the current Village Hall, Scott's Place, Wellington Amphitheater, Tennis Facility and Wellington Community Center.
- Involved with the purchase of the Lake Wellington Professional Center

## **Education**

North Shore High School

Attended North Technical Education Center

- Awarded first in the State in the VICA awards for Architectural Design.
- Awarded five in the nation for the VICA awards for Architectural Design.

## **Organizations**

- Treasure Coast Regional Planning Council
- Palm Beach County League of Cities Board of Directors
- Florida League of Cities Municipal Bond Council
- Palm Beach County Metropolitan Planning Organization
- Housing Leadership Council
- Citizens Advisory Committee for Health and Human Services of Palm Beach County

**Michelle Jones T.**

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**From:** David Rafaidus  
**Sent:** Thursday, August 13, 2020 3:14 PM  
**To:** Michelle Jones T.  
**Subject:** FW: Request for information - CAC/HHS Application and BCC

Per your request!

**From:** Anne Gerwig <anne@aga-engineering.com>  
**Sent:** Thursday, August 13, 2020 2:58 PM  
**To:** David Rafaidus <Drafaidu@pbcgov.org>  
**Subject:** RE: Request for information - CAC/HHS Application and BCC

\*\*\*\*\* Note: This email was sent from a source external to Palm Beach County. Links or attachments should not be accessed unless expected from a trusted source. \*\*\*\*\*

information of our current continuing contract with PBC which is the Structural Annual and 2 additional project contracts awarded to us (CR880 and Ocean Inlet). Below you will find the information requested

**Contract: Structural Engineering Services Contract**  
Resolution No. R2020-0547  
Expiration Date: 06/02/2021 (renewable up to 2 additional years)

**Contract: CR880 Bridge over SFWMD C-51 Canal Bridge Replacement**  
Resolution No. R2015-0839  
Expiration Date: None, this was a contract awarded for a specific project. It does NOT have an expiration date.

**Contract: Ocean Inlet Park Marina Replacement**  
Resolution No. R2018-1560  
Expiration Date: None, this was a contract awarded for a specific project. It does NOT have an expiration date.

Anne Gerwig

Alan Gerwig & Associates, Inc.  
12798 W. Forest Hill Blvd, Suite 201  
Wellington, FL 33414  
Phone: (561) 792-9000, ext. 225  
Fax: (561) 792-9901  
[anne@aga-engineering.com](mailto:anne@aga-engineering.com)

**From:** David Rafaidus <Drafaidu@pbcgov.org>  
**Sent:** Thursday, August 13, 2020 12:04 PM  
**To:** Anne Gerwig <anne@aga-engineering.com>  
**Cc:** Michelle Jones T. <Mtjones@pbcgov.org>  
**Subject:** Request for information - CAC/HHS Application and BCC

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

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At Large Appointment or  District Appointment /District #: \_\_\_\_\_

Term of Appointment: 2.6 Years. From: 3/09/2021 To: 9/30/2023

Seat Requirement: VA Medical Center Director Seat #: 6

\*Reappointment or  New Appointment

or  to complete the term of \_\_\_\_\_ Due to:  resignation  other

Completion of term to expire on: \_\_\_\_\_

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

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Tillman Steven O.  
Last First Middle

Occupation/Affiliation: Department of Veteran Affairs – Homeless Program Section Chief

Owner  Employee  Officer

**Business Name:** West Palm Beach VAMC

**Business Address:** 7305 N. Military Trail

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

**Residence Address:** 2901 N. Caroline Drive, Apt. 203

City & State Jupiter, FL Zip Code: 33458

Home Phone: ( ) Business Phone: ( ) Ext. \_\_\_\_\_

Cell Phone: (516) 749-7041 Fax: ( )

Email Address: Steven.Tillman@va.gov

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:**

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_____	_____	_____	_____

(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   10/30/2020     2020    
       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:   *Steve Tillman*   Printed Name:   Steven Tillman   Date:   10/30/2020  

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](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 355-1915.

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 {Insert Liaison Name Here}, {Insert Department/Division Here}  
 {Insert Address Here}

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Revised 02/01/2016



**Steven O. Tillman, LCSW**

5530 Goodpasture Glen  
Lakewood Ranch FL, 34211

(516) 749-7041 - Primary  
(941) 755-1484 - Secondary

Steven.Tillman@va.gov  
stilltill@gmail.com

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**Licensing/Certifications**

- Florida State Licensed Clinical Social Worker - License Number: SW12757; issued April 20, 2015
- Florida State Qualified Social Work Supervisor – Certified 2015
- New York State Licensed Clinical Social Worker - License Number: 080628, issued May 5, 2013
- Department of Veteran Affairs VISN 3 2013 LEAD Graduate

**Education**

ADELPHI UNIVERSITY, Garden City, NY  
**Masters of Social Work**, May 2009, GPA 3.71

UNIVERSITY AT ALBANY, Albany, NY  
**Bachelors of Arts in Psychology**, December 2007 GPA: 3.32 Cum Laude

**Professional Experience**

WEST PALM BEACH VETERANS AFFAIRS MEDICAL CENTER, *West Palm Beach, Florida*

**Homeless Programs Section Chief (GS-13)** - West Palm Beach VAMC, June 2019 – Present

- Responsible for the day to day operations of the Veterans Resource Center (VRC) as well as responsible for oversight of the following programs: Veteran's Justice Outreach (VJO), Healthcare and Re-entry for Veterans (HCRV), Grant and Per Diem (GPD) Program, Contract Residential Services (CRS) program and Homeless Outreach.
- Provide supervision and oversight to the Compensated Work Therapy (CWT) programs.
- Supervises 16 FTE across all programs, which include Social Work staff and Vocational Rehabilitation staff.
- Oversee the development and implementation of a financial management' system, which includes cost and budget analysis, forecasting and control of any funds which may be assigned to the program.
- Performs work related to the review, monitoring, analysis, planning and assessment of various programs and is responsible for key project activities related to the planning, development and implementation of the project component.
- Serves as the liaison with community partners and Continuums of Care (CoC) related to homeless programming.
- Implementing Coordinated Entry within the West Palm Beach VAMC catchment area in collaboration with local CoC's.

CW BILL YOUNG VETERANS AFFAIRS MEDICAL CENTER, *Bay Pines, Florida*

**HUD-VASH Supervisor** – Sarasota CBOC (GS-12), March 2014 – November 2015; CW Young Campus (GS-12), November 2015 – Present (40 hours weekly)

- Oversee a HUD-VASH program team located at the CW Young VA Medical Center, supervising clinical case management services for over 314 homeless Veterans with co-occurring medical, substance abuse, and/or severe mental illness.
  - Directly supervise twelve social work staff and two peer support specialist that provide direct case management to Veterans admitted to HUD-VASH program towards the goal of obtaining and sustaining independent housing.
  - Provides monthly supervision to employees to provide technical assistance and education on implementation of procedures outlined in the HUD-VASH handbook, practice of Critical Time Intervention (CTI) Model, and principles of Housing First.
  - Field complaints from Veteran, landlord, and/or community stakeholders regarding programmatic concerns.
  - Develop responses to controlled correspondences from local and national political officials, and media outlets.
  - Work closely with staff to provide timely updates of internal Microsoft Excel tracking spreadsheets and assist Section Chief in the validation of data reported to VISN 8 and NEPEC.
-

- Assist staff in identifying potential placement of Homeless Veterans in Healthcare for Homeless Veterans (HCHV) contract beds or bridge housing opportunities with Grant and Per Diem (GPD) providers.
- Collaborate with HCHV and GPD liaisons to ensure rapid housing of Veterans admitted to HUD-VASH program and work closely with the contracted providers to communicate expectations of said housing goals.
- Provide clinical supervision to four Florida State Social Work Registered Intern employees, earning hours towards their clinical licensure.
- Ensures all potential referrals fit program eligibility criteria based on the HEARTH Act definition of homelessness.
- Exceeded performance measures of 100% utilization of HUD-VASH vouchers and 90% of Veterans in program housed as of October 1, 2016.
- Regularly utilizes reports found on the Homeless Hub such as real time utilization reports, as well as local Homeless scorecards to assist in the identification of areas requiring additional focus or improvement within local team.
- Provides administrative supervision to HUD-VASH staff, providing quarterly assessments of staff performance.
- Conducts daily team huddles to triage high risk cases, discuss clinical concerns, coordination of care, and housing progress of admitted Veterans.
- Coordinates biweekly conference calls with the Pinellas Public Housing Authority that increases communication and collaboration with HUD-VASH Housing Choice Voucher administrator, to ensure rapid and sustained housing for HUD-VASH participants.
- Participates in weekly HUD-VASH program leadership meetings towards the purpose of reviewing program goals, performance measures, improving standard operating procedures, and assess barriers in rapid housing.
- Fosters relationships with local community agencies that administer the Supportive Services for Veteran Families (SSVF) programs, providing direct coordination in referring eligible candidates for assistance.
- Responsible for ensuring area specific data validation for the Homeless Operations Management System (HOMES), as well as monthly reporting of program metrics and performance measures to VISN 8 Network Leadership.
- Served as the HUD-VASH Section representative at the monthly Social Work Leadership Council that is responsible for reviewing all Social Work Service's committee actions, and making recommendations for performance improvement in all areas within the Social Work Service.
- Chairperson for the Social Work Service Quality of Care Committee working in conjunction with the Social Work Leadership Council to establish and maintain quality management oversight relevant to the care provided that complies with VHA policy and accrediting bodies such as The Joint Commission and CARF.

**NORTHPORT VETERANS AFFAIRS MEDICAL CENTER, *Northport, New York***

**Veteran Justice Outreach (VJO) Specialist (GS-12), March 2013-March 2014 (40 hours weekly)**

- Case managed Veterans within Nassau County Veterans Court. Responsibilities include initial assessment, submitting regular court reports, advocacy provided on Veterans behalf with the District Attorney's office, linkage to indicated treatment needs, and serve as primary liaison between Court staff and treatment teams.
- Provided Jail outreach to incarcerated Veterans with the goal of assisting them re-integrate into the community and to access services at the Medical Center, as well as in the community.
- Collaborated with Veteran Benefits Administration and Veteran Service Organization representatives during jail outreach to assess incarcerated Veterans' eligibility for VA services, obtain eligibility documentation, as well as initiate claims processes in preparation for their release dates.
- Coordinated with Suffolk County Sheriff's Department, attending monthly meetings to discuss incarcerated Veteran needs, fostering a direct line of communication with county jail rehabilitation office staff.
- Responsible for data entry in the Homeless Operations Management System (HOMES), overseen by the Northeast Program Evaluation Center (NEPEC), for the purpose of providing up-to-date information regarding program status, and outcomes.

**NORTHPORT VETERANS AFFAIRS MEDICAL CENTER, *Northport, New York***

**HUD-VASH Case Manager (GS-11), October 2009-March 2013 (40 hours weekly)**

- Provided case management for over 35 Veterans and their families, who fit the HEARTH Act definition of homeless, in order to find and sustain long-term/permanent housing via section-8 vouchers.
- Met with Veterans on a regular basis to establish their short and long-term goals. Such goals are monitored regularly, and placed in their bi-yearly service plan. The purpose of this engagement is to empower Veterans in

order for them to express their own treatment goals/needs.

- Developed psychosocial histories as well as individualized wellness plans, to suit each Veterans' unique needs and circumstances.
- Facilitated linkage for case managed Veterans to services within and outside of the VA system based on the Veterans' indicated medical, substance abuse, and/or mental health needs.
- Fostered collaboration between various VA departments and programs in order to assist Veterans in the navigation of multilayered processes.
- Liaison closely with the Public Housing Authority on Long Island, in order to assist Veterans in obtaining Section 8 vouchers.
- Responsible for monthly data entry in the Homeless Operations Management System (HOMES), overseen by the Northeast Program Evaluation Center (NEPEC).
- Consistently met performance measures established by Veterans Integrated Service Network (VISN), and National VA levels.
- Perform outreach, and collaborate with community agencies to obtain referrals for eligible homeless Veterans.
- Participate in HUD-VASH program admission screenings with interdisciplinary treatment team members.
- Participate in monthly interdisciplinary meetings to ensure Veterans' access to vocational services.

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**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Eccleston Sophia E.  
Last First Middle  
Occupation/Affiliation: Sr. External Affairs Manager  
Owner  Employee  Officer   
**Business Name:** Florida Power and Light Company  
**Business Address:** 700 Universe Blvd  
City & State Juno Beach, FL Zip Code: 33408  
**Residence Address:** 9901 Woodworth Ct  
City & State Wellington, FL Zip Code: 33414  
Home Phone: (561) 460-1877 Business Phone: (561) 691-7443 Ext. \_\_\_\_\_  
Cell Phone: (561) 267-3760 Fax: ( )  
Email Address: Sophia.Eccleston@fpl.com

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:

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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: SEccleston Printed Name: Sophia Eccleston Date: 12-3-2020

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](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 355-1915.

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

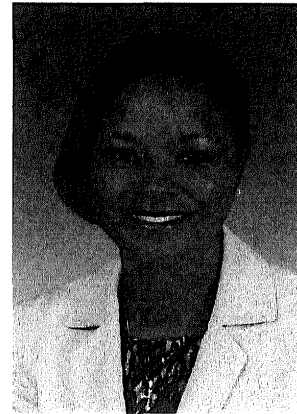
**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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

Revised 02/01/2016



## **Sophia E. Eccleston**

### **External Affairs Manager**

Army Veteran Sophia Eccleston joined Florida Power and Light Company (FPL) six years ago and is a member of the external affairs group.

As an External Affairs (EA) manager in Palm Beach County, Sophia is responsible for building and managing relationships with local elected officials and key community stakeholders on behalf of FPL. Prior to joining EA, she worked as a solar developer and developed three large-scale solar projects located in Desoto, Manatee and Charlotte Counties.

Along with her military experience, Sophia has also worked for Halliburton and KBR Inc., in Djibouti and Dubai. Two of her most notable roles were negotiating multimillion dollar contracts to build infrastructure in Iraq and Afghanistan for the United States military and starting up the first Regional Expediting Department located Dubai. She also managed offices in Jordan and Turkey. Sophia built a team that managed millions of dollars in equipment and supplies supporting the U.S. Military throughout the Middle East and Africa.

Sophia currently serves as a board member for Gulfstream Goodwill Industries, Homeless Coalition of Palm Beach County, Executive Women of The Palm Beaches Foundation, Florida Women's Business Center, Boynton Beach Chamber of Commerce and the Greater Delray Beach Chamber of Commerce. She is also a Trustee member with the Boca Raton Chamber of Commerce and a member of Impact 100 of Palm Beach County. She is a former board member for The National Society of Arts and Letters, Florida East Coast Chapter and the Wounded Veteran Relief Fund.

Sophia earned a bachelor's degree in Criminal Justice from Armstrong State University in Georgia and her MBA from American Intercontinental University in Illinois. She is also an active member of Leadership Palm Beach County Engage Class of 2016-2017. Sophia has a son who is a junior at George Mason University in Virginia.

**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: Homeless Advisory Board Advisory  Not Advisory

At Large Appointment or  District Appointment /District #: \_\_\_\_\_

Term of Appointment: 2-6 Years. From: 3/9/21 To: 9/30/2023

Seat Requirement: Homeless Services Provider Representative Seat #: Eight (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: 0

**Section II (Applicant):** (Please Print)

**APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT**

Name: Naujak Uwe Kurt

Last First Middle

Occupation/Affiliation: Resource Coordinator with the Homeless Coalition of Palm Beach County, Inc.

Owner  Employee  Officer

**Business Name:** Homeless Coalition of Palm Beach County, Inc.

**Business Address:** Donation Center 1000 45th Street

City & State West Palm Beach, FL Zip Code: 33407

**Residence Address:** 423 8th Street #D

City & State West Palm Beach, FL Zip Code: 33401

Home Phone: ( 561 ) 351-1662 Business Phone: ( 561 ) 904-7937 Ext. \_\_\_\_\_

Cell Phone: ( 561 ) 351-1662 Fax: ( )

Email Address: unaujak@pbcgov.org

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: Federal Court Southern District of Florida West Palm Beach

Wire Fraud 2010 Sentenced to 3 years, released May 2013, 3 years probation completed May 2016

**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 &amp; Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
<u>R2017-0392</u>	<u>Community Services</u>	<u>Homeless Prevention Services</u>	<u>02/01/17-06/30/2017</u>
<u>R2019-0949</u>	<u>Community Services</u>	<u>Homeless Prevention serv.</u>	<u>10/01/14-9/30/29</u>
(Attach Additional Sheet(s), if necessary)			
OR			
NONE <input type="checkbox"/>		NOT APPLICABLE <input type="checkbox"/> (Governmental Entity)	

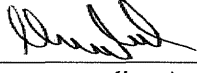
**ETHICS TRAINING:** All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment. **Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>.** 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):

- XX  By watching the training program on the Web, DVD or VHS on March 15, 2017 \_\_\_\_\_  
 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: Uwe Naujak  
 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](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 355-1915.

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

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## **Uwe Naujak**

423 8<sup>th</sup> Street Apt. D. • West Palm Beach, FL 33401  
Phone: (561) 351-1662 • e-mail: uwenaujak@outlook.com

### **OBJECTIVE**

I am a creative, high energy, results oriented business management professional with an entrepreneurial attitude, a proven track record of performance and committed to cost effective management of resources and quality performance. I am seeking a Voluntary Board position, which will allow me to apply my extensive, hands-on business management experience and background to the benefit of the organization.

### **SUMMARY OF QUALIFICATIONS**

- Effectively manage time and resources, organize people and material to achieve goals
- Objective listener with excellent communication, organizational and interpersonal skills
- Pro-active, systematic, detail oriented, prioritizing, multi-tasking, flexible, open-minded to change, independent, know how to delegate if required
- Establish positive rapport to develop loyal customer, vendor, employee, donor & volunteer base with a high satisfaction index
- Know how to aspire and support others to work at their highest possible levels
- Well versed in off-the-shelf and custom automated business management systems
- Wide range skill set to include short & long term financial planning, analysis, forecasting, decision making and internal controls
- Accounting professional who knows how to use numbers to influence a company's overall business plan and complement mathematical prowess for continued business improvement
- Know how to succeed within the "New economy" concept of the "modern" (post-depression) accountant having increased responsibilities while working with fewer resources
- Working knowledge & experience with United States and international business operations
- Fluent in English & German

### **WORK EXPERIENCE**

#### **January 2014 to current Homeless Coalition of Palm Beach County, Inc.**

Resource Coordinator managing the donation center, volunteer recruiting and management, grant writing, managing various projects like a feeding program for a temporary homeless housing facility, research project on affordable housing alternatives

#### **August 1998 to October 2010 S&A Consulting, Inc., Chicago, IL**

President and Chief Executive Officer of a consulting business providing consulting services to small to medium sized businesses in need of automated and accounting systems including Internet/e-commerce

#### **August 1997 to July 1998 CAC Consumer Action Center, L.L.C., Chicago, IL**

Chief Financial Officer/Chief Operating Officer of a \$50+ Million startup & turn-around employing 120 employees providing direct mail and telemarketing services for companies directed to the consumer product market industry

#### **January 1992 to July 1997 LeFebvre Intergraphics, Inc., Des Plaines, IL**

Chief Financial Officer at a commercial direct mail printing company with 450+ employees, revenues \$75+ Million, Top 100 US Industry listing

#### **July 1988 to December 1991 Windowways Inc., Chicago, IL**

President & CEO at an automotive oriented MIS Services and Consulting Company, included a 1-year period as a specifically trained Business Manager at one of the country's initial Infiniti dealerships

#### **May 1986 to June 1988 AMG of North America, Inc., Chicago, IL**

Chief Financial Officer at a distributor of automotive enhancement parts for Mercedes Benz automobiles

#### **December 1983 to April 1986 AMG, G.m.b.H, Stuttgart, Germany (A subsidiary of Daimler Benz AG)**

Executive Director of Finance & Administration at this manufacturer of automotive enhancements

**EDUCATION**

1983 FBD Private Business School of Business Administration & Information Systems, Stuttgart, Germany:

**Bachelor's Degree Science in Business, Major in Accounting**

1983 German Chamber of Industry & Commerce, Stuttgart, Germany: **CPA equivalent certification**

**PROPOSED Homless Advisory Board Member Category and Seat Number**

<b>Seat Number</b>	<b>Seat Requirement</b>	<b>Name of Member</b>	<b>email address</b>	<b>Application Status</b>	<b>Term of Appointment</b>
1	Palm Beach County Commissioner	<i>Mack Bernard</i> <i>PBC Commissioner</i>	<a href="mailto:mbernard@pbcgov.org">mbernard@pbcgov.org</a>	Confirmed	
2	Palm Beach County Law Enforcement Official (recommended by LEPC)	<i>Javaro Sims</i> <i>Assistant Chief Delray</i>	<a href="mailto:sims@mydelraybeach.com">sims@mydelraybeach.com</a>	Confirmed	12/18/18 - 9/30/21
3	Palm Beach County School District Board Member or Senior Staff	<i>Erica Whitfield</i> <i>School Board Member</i>	<a href="mailto:erica.whitfield@palmbeachschools.org">erica.whitfield@palmbeachschools.org</a>	Confirmed	12/18/18 - 9/30/21
4	Florida Department of Children and Families Administrator	<i>Elisa Cramer</i> <i>Community Development Administrator</i>	<a href="mailto:elisa.cramer@myflfamilies.com">elisa.cramer@myflfamilies.com</a>	Confirmed	05/07/19 - 9/30/22
5	League of Cities recommended member	<i>Anne Gerwig</i> <i>Administrative Support</i>	<a href="mailto:agerwig@wellingtonfl.gov">agerwig@wellingtonfl.gov</a>	Pending	4/06/21 - 9/30/23
6	VA Medical Center Director	<i>Steven Tillman</i>	<a href="mailto:Steven.Tillman@va.gov">Steven.Tillman@va.gov</a>	Pending	4/06/21 - 9/30/23
7	Homeless Coalition Board President	<i>Sophia Eccleston</i> <i>FPL External Affairs Manager</i>	<a href="mailto:Sophia.Eccleston@fpl.com">Sophia.Eccleston@fpl.com</a>	Pending	4/06/21 - 9/30/23
8	Homeless and Housing Alliance Executive Committee Officer	<i>Uwe K. Naujak</i> <i>HHA Chair Person</i>	<a href="mailto:uwenaujak@outlook.com">uwenaujak@outlook.com</a>	Pending	4/06/21 - 9/30/23
9	Business Executive (recommended by Economic Development Council)	<i>Vacant</i>			
10	Business Executive (recommended by Economic Development Council)	<i>Katrina Long-Robinson</i> <i>Business Representative</i>	<a href="mailto:klong@recssummit.org">klong@recssummit.org</a>	Confirmed	12/18/18 - 9/30/21
11	Formerly Homeless Individual or Family Representative (recommended by HHA)	<i>Joshua Butler</i> <i>Formerly Homeless Individual</i>	<a href="mailto:joshuabutler4056@gmail.com">joshuabutler4056@gmail.com</a>	Confirmed	6/6/17 - 9/30/21
12	Housing Authority Director (recommended by Community Service)	<i>Carol Jones-Gilbert</i>	<a href="mailto:CJones-Gilbert@PBCHAFL.org">CJones-Gilbert@PBCHAFL.org</a>	Confirmed	4/07/20 - 9/30/23
13	Faith-Based Community Senior Manager (recommended by Community Service)	<i>Taylor Materio</i> <i>Family Promise North Executive Director</i>	<a href="mailto:tmaterio@familypromisencpbc.org">tmaterio@familypromisencpbc.org</a>	Confirmed	12/18/18 - 9/30/21
14	Southeast Florida Behavioral Health Network, Inc. (recommended by Community Service)	<i>Linda Kane</i>	<a href="mailto:linda.kane@sefbhn.org">linda.kane@sefbhn.org</a>	Confirmed	8/16/16 - 9/30/19

RESOLUTION NO. R2016 - 0038

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING AND REPLACING RESOLUTION R2014-1638; PROVIDING FOR THE ESTABLISHMENT OF THE HOMELESS ADVISORY BOARD; PROVIDING FOR COMPOSITION; AND PROVIDING FOR AN EFFECTIVE DATE.

**WHEREAS**, the U.S. Department of Housing and Urban Development (HUD) recommends that recipients of Continuum of Care funds comply with the The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), and with 24 CFR Part 578; and

**WHEREAS**, the Continuum of Care Program provides funds for the operation and maintenance of Safe Havens, transitional housing, permanent supportive housing and permanent housing; and

**WHEREAS**, Palm Beach County, through the Department of Community Services, Division of Human Services wishes to comply with HUD recommendations regarding the Homeless Advisory Board; and

**WHEREAS**, HUD has adopted a Continuum of Care Program that allocates HUD homeless assistance grants to organizations that participate in local homeless assistance program planning networks, and each of these networks is called a Continuum of Care; and

**WHEREAS**, the Board of County Commissioners of Palm Beach County, Florida, established a Homeless Advisory Board on May 1, 2007 to create a Ten-Year Plan to End Homelessness in Palm Beach County pursuant to Resolution R2007-0720, and such Resolution was amended by Resolution R2007-1693, on October 2, 2007 and such Resolution was repealed and replaced by Resolution R2011-1233, on August 23, 2011; and such Resolution R2014-1638 was repealed and replaced on October 21, 2014 and

**WHEREAS**, since the Ten-Year Plan to End Homelessness has now been adopted, there exists a need for the Homeless Advisory Board to work in conjunction with the Continuum of Care to assist the County in achieving the objectives of the Ten-Year Plan to End Homelessness.

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

**REPEAL AND REPLACEMENT**

Resolution R2014-1638 is hereby repealed in its entirety and replaced with the following:

**SECTION 1: ESTABLISHMENT OF THE HOMELESS ADVISORY BOARD**

There is hereby established an advisory board to be known as the "Homeless Advisory Board," herein referred to as the "Advisory Board."

**SECTION 2: COMPOSITION**

The Advisory Board shall be comprised of fourteen members as follows:

- a. One (1) member shall be a Palm Beach County Commissioner;
- b. One (1) member shall be recommended by the Palm Beach County Law Enforcement Planning Council;
- c. One (1) member shall be recommended by the School District of Palm Beach County;
- d. One (1) member shall be recommended by the Florida Department of Children and Families;
- e. One (1) member shall be recommended by the League of Cities;
- f. One (1) member shall be recommended by the Veterans Administration Medical Center;
- g. One (1) member shall be recommended by the Homeless Coalition of Palm Beach County;
- h. One (1) member representing homeless services providers shall be recommended by the Executive Committee of the Homeless and Housing Alliance;
- i. Two (2) members representing business shall be recommended by the Economic Development Council;
- j. One (1) member representing Formerly Homeless individuals or families shall be recommended by the Homeless and Housing Alliance;
- k. One (1) member representing a Housing Authority shall be recommended by the Community Services Department;
- l. One (1) member representing the Faith-Based Community shall be recommended by the Community Services Department;
- m. One (1) member representing the Southeast Florida Behavioral Health Network, Inc. shall be recommended by the Community Services Department.

**SECTION 3: APPOINTMENTS, TERMS, AND VACANCIES**

- A. The maximum number of Boards and Commissions that an individual appointed by the Board of County Commissioners may serve on at one time shall be three.
- B. Terms of office for the Advisory Board members shall be three years and shall begin on October 1<sup>st</sup> and end on September 30<sup>th</sup>.
- C. There shall be a limit of three consecutive three year terms, unless dictated otherwise by statute or other binding rule.
- D. Appointments shall be made by the Board of County Commissioners. The Homeless Advisory Board may provide recommendations for appointments.

- E. A vacancy occurring during a term shall be filled for the unexpired term and in the manner prescribed above.
- F. Upon adoption of this resolution, those members with unexpired terms that were serving on the previous Homeless Advisory Board will have their terms adjusted to expire on September 30<sup>th</sup> of the year in which their term expires.
- G. Members shall be subject to the rules and to the overall authority of the Board of County Commissioners of Palm Beach County, Florida.
- H. Advisory Board members shall not be prohibited from qualifying as a candidate for elected office.

**SECTION 4: ROLES AND RESPONSIBILITIES**

The roles and responsibilities of the Homeless Advisory Board shall be to assist the County in reaching its Ten-Year Plan to End Homelessness goals and they shall have the authority and power to accomplish this through the following:

- A. Gather community input on homelessness.
- B. Oversee implementation of the Ten-Year Plan to End Homelessness by:
  - 1. Fostering and promoting cooperation among governmental agencies, community-based agencies, non-profit organizations and business interests in order to ensure the efficient and timely implementation of the Ten-Year Plan to End Homelessness;
  - 2. Review progress made in the County towards achieving the objectives identified in the Ten-Year Plan to End Homelessness and make recommendations to the Board of County Commissioners. The primary recommendations may include systematic changes, policy changes, and funding recommendations;
  - 3. Provide information regarding the needs and other factors affecting the smooth implementation of the Ten-Year Plan to End Homelessness within Palm Beach County; and
  - 4. Determine roadblocks affecting program implementation and recommend corrective measures to the Board of County Commissioners.
- C. Recruit private and public sector representatives to the membership of Advisory Board committees.

**SECTION 5: MEETINGS**

- A. The Advisory Board shall meet on a regular basis. The Chair or County staff shall have the authority to call emergency meetings, as is needed and appropriate.

**SECTION 6: OFFICERS**

- A. The Chair shall be a County Commissioner appointed by the Palm Beach County Board of County Commissioners.
  - 1. Duties of the Chair:
    - a. Call and set the agenda for Advisory Board meetings;

- b. Preside at Advisory Board meetings;
  - c. Establish committees, appoint committee chairs and charge committees with specific tasks; and
  - d. Perform other functions as the Advisory Board may assign by rule or order.
2. If a vacancy occurs in the office of the Chair, the Palm Beach County Board of County Commissioners shall appoint a replacement.
- B. The Vice Chair shall be elected by a majority vote of the Advisory Board and shall serve for a term of one year.
- 1. The Vice Chair shall perform the duties of the Chair in the Chair's absence, and such other duties as the Chair may assign.
  - 2. If a vacancy occurs in the office of the Vice Chair, the Advisory Board will elect another member to fill the unexpired term.

**SECTION 7: REMOVAL FOR LACK OF ATTENDANCE**

Members of the Advisory Board shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three consecutive meetings or 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 constitute lack of attendance. Members removed under this paragraph shall not continue to serve until a new appointment is made and removal shall create a vacancy.

**SECTION 8: RESIDENCY REQUIREMENTS**

All board members must be residents of Palm Beach County at the time of appointment and while serving on the board.

**SECTION 9: ANNUAL NARRATIVE REPORT**

The Advisory Board 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.

**SECTION 10: SUNSHINE LAW AND STATE CODE OF ETHICS**

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

**SECTION 11: PALM BEACH COUNTY CODE OF ETHICS**

Advisory Board 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 12: TRAVEL EXPENSES, REIMBURSEMENT AND APPROVAL AUTHORITY**

Travel reimbursement is limited to expenses incurred only for travel outside Palm Beach County necessary to fulfill board member responsibilities when sufficient funds have been budgeted and are available as set forth in PPM CW-O-038. No other expenses are reimbursable except documented long distance phone calls to the liaison County department. Approval authority for pre-authorized board member travel is designated to the County Administrator and Deputy Administrator and shall be in accordance with Countywide Policy and Procedures Memoranda (PPM) CW-F-009.

**SECTION 13: CONDUCT OF MEETING**

A quorum must be present for the conduct of all board meetings. A majority of the members appointed shall constitute a quorum. All meetings shall be governed by Robert's Rules of Order.

**SECTION 14: CONFLICT WITH FEDERAL OR STATE LAW OR COUNTY CHARTER**

Any statutory Federal or State or County Charter provisions in conflict with this Resolution shall prevail.

**SECTION 15: EFFECTIVE DATE**

This Resolution shall become effective upon approval by a majority vote of the Board of County Commissioners, Palm Beach County, Florida.

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

Commissioner Mary Lou Berger, Mayor	— <u>Aye</u>
Commissioner Hal R. Valeche, Vice Mayor	— <u>Aye</u>
Commissioner Paulette Burdick	— <u>Aye</u>
Commissioner Shelley Vana	— <u>Aye</u>
Commissioner Steven L. Abrams	— <u>Aye</u>
Commissioner Melissa McKinlay	— <u>Aye</u>
Commissioner Priscilla A. Taylor	— <u>Aye</u>

The Mayor thereupon declared the Resolution duly passed and adopted this 26th day of January, 2016.

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

BY: Helene C. Hvizd  
Helene C. Hvizd  
Assistant County Attorney

ATTEST:

SHARON R. BOCK  
CLERK & COMPTROLLER  
BY: Sharon R. Bock  
Deputy Clerk

