

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

BOARD APPOINTMENT SUMMARY

Meeting Date: June 8, 2021

Department: Fire-Rescue

Advisory Board: Regional Hazardous Materials Oversight Committee

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: One (1) appointment to the Regional Hazardous Materials Oversight Committee beginning June 8, 2021 through June 7, 2024.

<u>Nominee</u>	<u>Category</u>	<u>Seat No.</u>	<u>Nominated By</u>
Daniel J. Comerford III	Resident At-large	3	Florida League of Cities

Summary: The Regional Hazardous Materials Oversight Committee is established in Section 11-130, Palm Beach County Code. Appointments to this five (5) member committee are for three (3) year terms, and members may serve no more than three (3) consecutive three (3) year terms. The committee is comprised of members from specific areas of representation. The committee has 5 seats, 4 seats currently filled and diversity count of Hispanic: 1: (25%), Caucasian: 3 (75%) and a gender ratio (female: male) is 1:3. This nominee by the Florida League of Cities is a Caucasian male. Countywide (SB)

Background and Justification: The Hazardous Materials Oversight Committee was established by ordinance in 1998 to establish standards and review the effectiveness and adequacy of the regional hazardous materials emergency response teams. The Ordinance stipulates that all Oversight Committee appointments be nominated by specific entities or areas of interest and be appointed by the County Commission.

Attachments:

1. Boards/Committees Application Form, Biography/Resume, Nomination Letter
2. Current List of Board Members
3. Article VII Regional Hazardous Materials Response, Section 11-130 Oversight Committee, Palm Beach County Code
4. 2021 Meeting Schedule

Recommended by: B. Long 5-21-2021
for Fire Rescue Administrator Date

Approved by: M. Fleeman for S. Burrows
Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

REVISED 06/92
ADM FORM 03
(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

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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: RHMOC Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: MAY, 2021 To: MAY, 2024

Seat Requirement: PBC LEAGUE OF CITIES Seat #: _____

*Reappointment or New Appointment

or to complete the term of N.A. 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: COMERFORD DANIEL J., III

Occupation/Affiliation: MAYOR - TOWN of JUPITER INLET COLONY

Owner Employee Officer

Business Name: TOWN of JUPITER INLET COLONY

Business Address: 50 COLONY ROAD

City & State: JUPITER INLET COLONY, FL Zip Code: 33469

Residence Address: 237 BEACON LANE

City & State: JUPITER INLET COLONY, FL Zip Code: 33469

Home Phone: () N.A. Business Phone: 561,746-3787 Ext. —

Cell Phone: 561 676-4532 Fax: 561,746-1068

Email Address: DRCOMERFORD@ME.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: N.A.

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

Section II Continued:

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

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)
OR

NONE

NOT APPLICABLE/
(Governmental Entity)

ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

By signing below I acknowledge that I have read, understand, and agree to abide by Article XIII, the Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

By watching the training program on the Web, DVD or VHS on FEB. 24 2021
 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: DANIEL J. COMERFORD III Date: 5/4/21

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:

{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

Christen Bradbury
Virtual 4-Hour Ethics Training Confirmation
Mar 2, 2021 at 3:10:25 PM
drcomerford@me.com



FLORIDA LEAGUE OF CITIES, INC.
UNIVERSITY
135 E. Colonial Drive, Orlando, FL 32801
www.flcuniversity.com

Virtual 4-Hour Ethics Training – Wednesday,
February 24th, 2021

Dear Dan Comerford ,

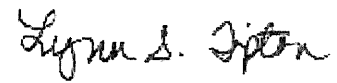
This email confirms your completion of the four-hour (4-hour) Ethics Class required in Chapter 112, Florida Statutes. You completed this class on Wednesday, February 24th, 2021, virtually, through the GotoWebinar online learning platform. The class was held from 10:00 a.m. to 12:00 p.m., covering Florida Ethics Law and 1:30 p.m. to 3:40 p.m. covering Open Records and Public Meetings Law. The required four hours are comprised of:

- Two hours of Chapter 112, F.S. – The Florida Ethics Law
- One hour of Chapter 119, F.S. – The Open Records Law
- One hour of Chapter 286, F.S. – The Public Meetings Law

The February 24th class fulfilled the state-mandated, annual ethics training requirement for 2021. Thank you for attending this virtual training. We suggest that you forward this email to your clerk as a record of your Continuing Education in Ethics Training fulfillment for calendar year 2021. If you are in receipt of this confirmation on behalf of an elected official, please forward this confirmation to them. Thank you for your participation, and we look forward to seeing you at future FLC University virtual programs! If you have

any questions, please contact us at the FLC University Office in Orlando: tipton@flcities.com or 407.367.3443.

Best Regards,

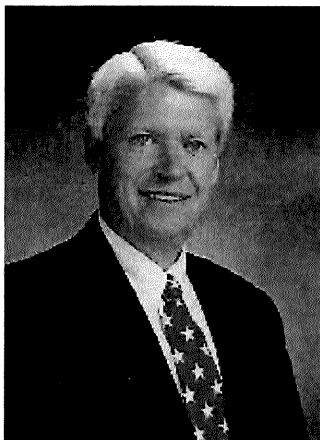


Lynn Tipton

Director, FLC University

Florida League of Cities, Inc.

tipton@flcities.com



DR. DANIEL J. COMERFORD, III

MAYOR / POLICE COMMISSIONER
COMERFORDD@JUPITERINLETCOLONY.ORG

Mayor Comerford has been a homeowner in Jupiter Inlet Colony since 1999, a member of the Commission since 2004, and Mayor since 2011. During that time he has been an active member of the Colony Garden Club (Beautification Committee), the Jupiter Inlet Beach Club (Parliamentarian and By-laws Committee), and the Property Owners Association (beach clean-up and picnic cook). Mayor Comerford is also active with the Palm Beach North Chamber of Commerce (Government Affairs Committee), the Palm Beach County League of Cities (HAZMAT Committee Chairman and Environmental Committee), and Florida League of Cities (Utilities, Natural Resources & Public Works).

Mayor Comerford was born in Brooklyn, New York and grew up on Long Island. He graduated from the State University of New York at New Paltz with a B.S. in Education. Graduate studies included two Masters Degrees from Stony Brook University, a Doctorate from New York University, and a Post-Doctoral Degree from Cornell University in Labor Relations. Dan's thirty-three year professional career consisted of positions as public school teacher, administrator, human resources specialist, labor relations negotiator, sexual harassment hearing officer, and university professor. Dan has been married to his wife, Kathie, for fifty one years. He is currently a member of the Board of Directors of the Palm Beach Zoo and both are supporters of numerous charities in South Florida. They both enjoy gardening, traveling, and living in "Paradise."



Palm Beach County LEAGUE of CITIES, Inc.

President
Kimberly Glas-Castro

1st Vice President

2nd Vice President
Lawrence Gordon

Secretary/ Treasurer
Deborah Manzo

Directors

Julia Botel
Michael Brown
Leondrae Camel
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Christina Lambert
Monica Mayotte
Michael Napoleone
Peter Noble
Chelsea Reed
Patti Waller

Immediate Past President
Jeff Hmara

Executive Director
Richard Radcliffe

Deputy Executive Director
JeRiise Hansen

April 29, 2021

Bob Kropa, District Chief
Battalion 9
Fire Rescue Station 34 Headquarters Benoist Farms Service Area
231 S. Benoist Farms Rd
West Palm Beach FL, 33411

Re: Regional Hazardous Materials Oversight Committee

Dear Chief Kropa,

The Palm Beach County League of Cities nominates Mayor Dan Comerford of the Town of Jupiter Inlet Colony to be the League Representative on the Regional Hazardous Materials Oversight Committee.

Below are Mayor Comerford's contact information:

Email: comerfordd@jupiterinletcolony.org

Phone: 561-746-3787 (Town Hall)

Should you have any questions, please contact the League office at 561-355-4484.

Sincerely,

Executive Director

cc: Mayor Dan Comerford – Town of Jupiter Inlet Colony

www.palmbeachcountyleagueofcities.com |
Tel. (561) 355-4484 | Fax (561) 355-6545
P.O. Box 1989, Gov. Center, West Palm Beach, FL 33402
Office: 301 North Olive Ave., Suite 1002.17, West Palm Beach, FL 33401





**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
REGIONAL HAZARDOUS MATERIALS OVERSIGHT COMMITTEE**

I. AUTHORITY :

Chapter 252, Florida Statutes; Section 11-130, Palm Beach County Code

II. APPOINTING BODY :

Board of County Commissioners

III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :

This Board is composed of five (5) members. The committee shall consist of one (1) member, representing each of the following groups: Palm Beach County Health Department, Palm Beach County League of Cities, Inc., Solid Waste Authority of Palm Beach County, Palm Beach County Fire Chiefs Association, Palm Beach County Division of Emergency Management. Each member shall serve a term of three (3) years. Members may be reappointed for a maximum of three (3) consecutive three (3) years terms.

EXTENDED COMPOSITION :

IV. MEETINGS :

The Oversight Committee shall meet at least quarterly or more often as determined by the membership.

V. FUNCTIONS :

The responsibilities of the Oversight Committee shall include, but not be limited to: recommend a Solid Waste Authority fee schedule to provide a partial funding source for the designated hazardous materials response teams, oversee funds recovered as a direct result of response actions in accordance with Section 11-132, Palm Beach County Code, review, recommend and oversee performance standards for the delivery of regional hazardous materials response services, monitor and evaluate the distribution of funds and supplies to each of the hazardous materials response service providers, review the findings of the Technical Review Team to assure effectiveness of the regional delivery of hazardous materials response services, and submit a written report, at least annually, to the Board of County Commissioners, on the effectiveness of the Regional Hazardous Materials response program.

VI. LIAISON INFORMATION :

LIAISON DEPARTMENT

Fire Rescue

CONTACT PERSON

Bob Kropa

ADDRESS

Phone # 561-790-6051

* indicates a member having an action pending



REGIONAL HAZARDOUS MATERIALS OVERSIGHT COMMITTEE

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME	SEAT REQUIREMENT	APPOINT DATE	REAPPOINT DATE	EXPIRE DATE
Appointed By : At-Large/Palm Beach County Board of County Commissioners									
1	Michael J. Geier mgeier@pbcgov.org Palm Beach County/Division of Emergency Management 20 S Military Trl West Palm Beach FL 33415	Member	CA	M	561-712-6366	PBC Division of Emergency Management	03/17/2020		03/16/2023
	NOMINATED BY : Palm Beach County Division of Emergency Management								
2	Drovica Gosein-Rodriguez Unknown Florida Department of Health, Palm Beach County - Administration 800 Clematis St West Palm Beach FL 33401	Member	HA	F	561-837-5931	PBC Health Department Representative	03/17/2020		03/16/2023
	NOMINATED BY : Department of Health, Palm Beach County								
3	Vacant	Member				PBC League of Cities Representative			
	NOMINATED BY : Palm Beach County League of Cities								
4	Shon K. Broedell sbroedell@pgbfl.com City of Palm Beach Gardens 10500 N Military Trl Palm Beach Gardens FL 33410	Member	CA	M	561-799-4100	PBC Fire Chief's Association	03/17/2020		03/16/2023
	NOMINATED BY : Fire Chiefs Association of Palm Beach County								

* indicates a member having an action pending

Appointed By : At-Large/Palm Beach County Board of County Commissioners

5 Robert J. Madden Member CA M 561-640-4000 Solid Waste Authority of Palm Beach County Rep 03/17/2020 03/16/2023

NONE
7501 Jog Rd
West Palm Beach FL 33412

NOMINATED BY : Solid Waste Authority of Palm Beach County

* *indicates a member having an action pending*

Sec. 11-130. - Oversight committee.

The board of county commissioners shall appoint a five-member oversight committee to establish the standards and review the effectiveness of delivering hazardous materials emergency response services on a regional basis.

- (1) *Membership.* The committee shall consist of one (1) member, representing each of the following groups:
 - a. Palm Beach County Health Department;
 - b. Palm Beach County League of Cities;
 - c. Solid Waste Authority of Palm Beach County;
 - d. Fire Chief's Association of Palm Beach County; and
 - e. Division of Emergency Management.

Appointments shall be based on recommendations submitted by the represented group. Each member shall be appointed to the oversight committee in accordance with Palm Beach County PPM #CW-O-023 "Board Appointments."

- (2) *Terms of office.* The members shall serve three-year terms. The members may serve no more than three consecutive three-year terms.
- (3) *Meetings.* The Oversight Committee shall meet at least quarterly or more often as determined by the membership.
- (4) *Duties and responsibilities.* The responsibilities of the Oversight Committee shall include, but not be limited to:
 - a. Recommend a solid waste authority fee schedule to provide a partial funding source for the designated hazardous materials response teams.
 - b. Oversee funds recovered as a direct result of response actions in accordance with section 11-132 of this article.
 - c. Review, recommend, establish, modify, and oversee performance standards for the delivery of regional hazardous materials response services, including initial response zones for the regional hazardous materials response teams. Prior to modifying any initial response zone, the oversight committee shall seek comment and discussion from the regional hazardous materials response teams.
 - d. Monitor and evaluate the distribution of funds and supplies to each of the hazardous materials response service providers.
 - e. Review the findings of the technical review team to assure effectiveness of the regional delivery of hazardous materials response services.
 - f. Submit a written report, at least annually, to the Board of County Commissioners, on the effectiveness of the regional hazardous materials response program.
 - g. The Oversight Committee shall be subject to the uniform policies and procedures established by the Board as currently set forth in Resolution No. 2013-0193, as may be amended by action of the Board.
 - h. Oversight Committee members shall be governed by the applicable provisions of the State Ethics Code and the applicable provisions of the Palm Beach County Code of Ethics.
- (5) *Technical review team.* The Oversight Committee shall appoint three (3) members and three (3) alternate members to serve on the technical review team, based upon recommendations from the Fire Chief's Association of Palm Beach County. Each member and alternate member shall be a Chief Fire Officer from a Fire-Rescue Department within the County. No member may

serve on the technical review team while the team is reviewing a service provider which employs the member or with whom the member is otherwise directly affiliated. In such case, an alternate member shall serve on the technical review team. An alternate member also may serve on the technical review team when a member is otherwise unavailable to serve. Alternates shall be called to service on a rotational basis.

(6) *Responsibilities of the technical review team.*

- a. Visit sites of each of the haz-mat service providers once a year to review and report on compliance with the standards of performance as approved by the Oversight Committee.
- b. Examine service providers' records to document performance criteria such as, but not limited to: Daily staffing of each haz-mat team, turnout time, response time, minimum equipment accessibility, incident documentation, personnel certifications and in-service training programs.
- c. Participate in each of the significant post incident analysis conducted by the regional hazardous materials response teams.
- d. Submit a written report annually, to the oversight committee on each team's compliance with the established performance standards.
- e. Examine the incidence of hazardous materials emergencies within the entire county and report to the oversight committee on the effectiveness of the regional hazardous materials response teams.

(Ord. No. 98-13, § 5, 4-21-98; Ord. No. 01-027, § 2, 6-19-01; Ord. No. 2012-030, § 1, 9-25-12; Ord. No. 2016-051, § 1, 11-22-16)

2021 Meeting Dates

Hazardous Materials Oversight Committee Meetings

- February 16, 2021
- May 19, 2021
- August 18, 2021
- November 17, 2021

Meetings will be held at Palm Beach County Fire Rescue's Headquarters (405 Pike Road, West Palm Beach, FL 33411) at 10:00AM.