

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY

Meeting Date: July 13, 2021

Department:
Submitted by: Community Services
Advisory Board: Palm Beach County HIV CARE Council

I. EXECUTIVE BRIEF

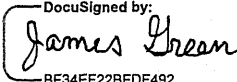
Motion and Title: Staff recommends motion to approve: the reappointment of one (1) member to the Palm Beach County HIV Comprehensive AIDS Resources Emergency (CARE) Council:

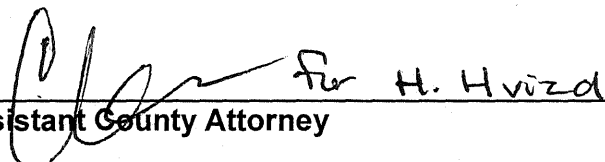
<u>Seat No.</u> 22	<u>Appointment</u> Dale Mathis Smith	<u>Term Expires</u> 07/12/2024
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Summary: The Palm Beach County HIV CARE Council (HIV CARE Council) nomination process is an open process with publicized criteria and legislatively defined conflict of interest standards. Mr. Smith has successfully completed the HIV CARE Council's nomination process and the HIV CARE Council recommends the appointment. The total membership for the HIV CARE Council shall be no more than 33 at-large members, per Resolution No. 2011-1560. The diversity count for the 23 seats that are currently filled is African-American: 11 (48%), Caucasian: 7 (30%), Hispanic-American: 4 (17%) and Asian-American: 1 (5%). The gender ratio (female: male) is 14:9. Mr. Smith is African-American. Staff conducts targeted outreach in an effort to proffer candidates for appointments that maintain a diverse composition of the board. (Ryan White Program) Countywide (HH)

Background and Justification: In accordance with the Ryan White Comprehensive AIDS Resources Emergency Act of 1990 (P.L.101-381), Palm Beach County was designated an eligible metropolitan area disproportionately affected by the HIV epidemic and having a demand for services exceeding the capacity of local resources to meet that demand. The Federal Government, through the Department of Health and Human Services, has made funds available to Palm Beach County to meet such demand. In order to access these funds, it is legally mandated by Title I (Part A) of the Ryan White Care Act that Palm Beach County designate a Title I (Part A) HIV Services Planning Council. To that end, the Board established the Palm Beach County HIV CARE Council, per Resolution No. R-2011-1560 dated October 18, 2011 and amended on January 23, 2018. The Ryan White CARE Act Amendments of 1996 mandate a nomination process for appointments to Title I (Part A) Planning Councils. As vacancies occur on the CARE Council, replacements are selected in accordance with the HIV CARE Council nominations process that was adopted and approved by the CARE Council on June 25, 2012.

- Attachments:**
1. Boards/Committees Applications
 2. HIV CARE Council Nominations Policy No. 10

DocuSigned by:

 Recommended By: _____ Date: 6/18/2021
 Department Director

Legal Sufficiency:  Date: 06/29/2021
 Assistant County Attorney

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: CARE Council of Palm Beach County Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: 07/13/21 To: 07/12/24

Seat Requirement: _____ Seat #: 22

*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: Smith Dale Mathis
Last First Middle

Occupation/Affiliation: Clinical Addiction & Mental Health Practitioner

Owner Employee Officer

Business Name: Hivertex Foundation Corp.

Business Address: 401 W. Atlantic Avenue, Ste 09

City & State Delray Beach, Florida Zip Code: 33444

Residence Address: C/O D.Mathis Smith 401 W. Atlantic Avenue, Ste 09

City & State Delray Beach, Florida Zip Code: 33444

Home Phone: () Business Phone: (561) 225-9920

Cell Phone: (561) 598.4355 Fax: ()

Email Address: DmathisSmith084@gmail.com

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes No Miami Dade County, 1984, possession of cocaine,

6 months treatment center. Now clean and sober since July 28, 1987. I have a level 2 DCF clearance

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

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 6/16 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: D. Mathis Smith Printed Name: Dale Mathis Smith Date: May 18, 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 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

Consulting Resume for DALE MATHIS SMITH

Email- DmathisSmith084@gmail.com / Phone (561) 598-4355

Consulting to strengthen the productivity of at-risk service providers.

MISSION STATEMENT: It is the mission of Dale Mathis Smith (DMS, Inc.) to motivate and inspire positive strategic options yielding lifestyles of liberation and prosperity.

QUALIFICATIONS: For the past 20 years, I have engaged Intervention, Inspirational, Interactive, and Innovative Consulting via Dade, Broward, and Palm Beach Counties.

Intervention Consulting

- American Red Cross
- (15 Year Tenure)**
- ~ HIV 500 / 501
- ~HIV Basic Ed. & Prev.
- ~HIV/AIDS Instr.
- ~HIV/AIDS 104 Instr.
- ~A.A. HIV/AIDS Instr.
- ~ACT. Smart Instr.
- ~Water Safety Instr.
- ~Water Front Instr.
- ~Lifeguard Instr.
- ~Head Lifeguard Instr.
- ~CPR for Professionals
- ~Community CPR
- ~Certified Pool / Spa Operator

Inspirational Consulting

- Redemptive Life Ministry
- (11 Year Tenure)**
- ~Chief of Staff
- ~Grant Development
- ~HIV Programs Director
- ~HIV Resources Officer
- ~Bishop Administrative - Assistant
- ~Pastoral Administrator
- ~Youth and Adolescent-Services Director
- ~Offender/ Re-entry-Director
- ~Gifts In Kind Director
- ~Licensed Ordained Elder

Interactive Consulting

- DMS, Inc
- (15 Year Tenure)**
- Board of Co Comm / Job
- ~Seeker Training
- Sistah to Sistah
- ~Women HIV/Addictions
- Workforce Alliance WPB
- ~Employment Consults.
- Operation Hope
- ~HIV/AIDS - Homeless
- South FL Day Treatment
- ~Mental Health Disorder
- Dynamic Health Care Providers
- ~Addictions / Mental Health disorders

Strategies to enhance individual and organizational performance

Innovative Consulting

Diversified Motivational Solutions, Inc. (DMS Inc.)

Strategies to enhance individual and organizational performance

(15 Year Tenure)

- ~Spiritual Principles/Empowerment
- ~Treatment / Transitional Plans
- ~Financial Principles/Education
- ~ Professional Development/Training
- ~ Male Mentorship / Empowerment
- ~ HIV/AIDS Education / Advocacy
- ~ Substance Abuse Awareness
- ~ Life Coaching / Job Coaching
- ~ Grant Writing / Development

EDUCATION & CERTIFICATION:

- Palm Beach Atlantic University-----MS Organizational Leadership
- Palm Beach Atlantic University-----BS-Organizational Management
- Addiction Training Institute-----Certified Addiction Counseling & Studies
- Live I.T. Academy-----Office Systems Management

Palm Beach County HIV CARE Council
Council Policy

Policy Number: 10
Approved: April 30, 2001
Amended: January 26, 2004
Amended: November 16, 2009
Amended: November 22, 2010
Amended: June 27, 2011
Amended: June 25, 2012
Issue: Nominations Process for CARE Council Membership

This policy is adopted by the Palm Beach County HIV CARE Council (CARE Council), for the purpose of ensuring there is an open and fair nominations process which will provide for a CARE Council membership which is reflective of the AIDS epidemic in Palm Beach County, Florida. In addition, it is the intention of the CARE Council to maintain a nominations policy which complies with directives of the Division of HIV Services (DHS) and the Health Resources Services Administration (HRSA) as those directives relate to the Ryan White Act.

I. Legislative Background:

Section 2602(b) of the reauthorized Ryan White Act states: "Nominations to the planning council (CARE Council) shall be identified through an open process and candidates shall be selected based upon locally delineated and published criteria. Such criteria shall include a conflict of interest standard for each nominee."

II. Expectations:

An open nominations process, in combination with other legislative requirements and existing DHS policy on PLWH participation, shall result in broad and diverse community inclusion and culturally competent deliberations in CARE Council processes. The CARE Council will only approve and/or appoint members who have gone through the nominations process and shall appoint members on a timely basis to ensure minimum disruption to CARE Council activities.

Nominations to the Council shall be sought from a wide spectrum of potential members. Recruitment shall be made through existing Council committees and through ongoing solicitation through existing council members, service providers, outreach through advertising, and staff working with consumers of HIV/AIDS services. Particular consideration shall be given to disproportionately affected and historically underserved groups and sub-populations.

Every member of the CARE Council is encouraged to actively recruit members to fill gaps in Council membership. Recruitment is not just the Membership Committee's responsibility. Council members should use their own network and seek key contacts in other communities

to help identify potential members to fill gaps and to provide individuals to participate in CARE Council committee activities.

III. Steps in the Nominations Process:

1. When necessary advertising may be placed in various publications countywide notifying the public of the need for participation through membership on the CARE Council. Included in the advertising shall be notification of the need to fill membership positions based upon the demographics of the epidemic in Palm Beach County, and to ensure legislatively mandated positions are filled. A time limit for return of applications shall be included in the notification.

2. Potential applicants shall be provided a nominations packet containing a letter describing roles and responsibilities of the council, duties of membership, time expectations, gaps in representations, conflict of interest standards, HIV disclosure requirements, and an overview of the selection process and timeline; within three (3) business days of request. There shall also be an application form used to gather information about: relevant experience, expertise, skills, the person's interest in serving, the perspective he or she might bring to the CARE Council, how his or her peer group might relate to groups affected by HIV, and other related information.

3. Each returned application will be issued a document number, and receipt shall be logged in for tracking purposes.

4. CARE Council staff will review all application forms and will recommend a list of persons for the Membership Committee to interview per "Procedure for Applicant Interviews." When two or more persons apply for the same slot, the committee will interview at least two applicants for the slot. Interviews shall be conducted by at least two committee members—one of which must be the Chair or Vice Chair and a staff member, according to a structured interview format. Open ended questions about past experience on boards, ideas about significant HIV/AIDS issues and professional or affected community linkages shall be incorporated into the interview.

5. After the interviews are completed, the results of each interview are discussed at the next regularly scheduled Membership Committee meeting. When reviewing candidates for membership, the committee will consider the following factors: attendance at CARE Council meetings, and involvement on committees. The Membership Committee may also consider activities such as involvement in Membership Development Sessions. In addition, seat availability, the demographics of the board and candidate qualification will be taken into consideration. The final committee recommendations will be forwarded to the Executive Committee and, if approved, to the Palm Beach County HIV CARE Council. If the recommendation is accepted by the CARE Council, the individual's name will then be forwarded to the Palm Beach County Board of County Commissioners for appointment. The candidate must document completion of the Palm Beach County ethics training prior to submission of their name to the Palm Beach County Board of County Commissioners. In the event a recommended candidate is not acceptable to the Palm Beach County Board of County Commissioners, a request for a replacement candidate, if available, will be forwarded to the Membership Committee and the Membership Committee will provide the name of

another candidate to the Palm Beach County HIV CARE Council. If the recommendation is accepted by the CARE Council, the individual's name will then be forwarded to the Palm Beach County Board of County Commissioners for appointment.

Candidates must fulfill the following requirements prior to being forwarded for CARE Council Membership:

Candidates must join one (1) committee and attend at least three (3) meetings, one (1) of which must be either a CARE Council meeting or CARE Council sponsored training (inclusive of annual retreat), within a one (1) year period.

Documented exceptions to these requirements may be made, based upon the need of the CARE Council or in an extenuating circumstance, at the discretion of the Membership Committee Chair with the approval of the Executive Committee.