

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

Meeting Date: September 14, 2021

Department

Submitted By: Community Services

Advisory Board: Citizens Advisory Committee on Health and Human Services (CAC/HHS)

EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the reappointments of four (4) current members to the Citizens Advisory Committee on Health and Human Services (CAC/HHS), for a three (3) year term, effective October 1, 2021.

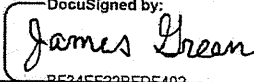
<u>Seat No.</u>	<u>Reappointment</u>	<u>Seat Requirement</u>	<u>Term Ending</u>	<u>Nominated By</u>
1	Charles R. Palo	A Component of the Health & Human Services System of Care	09/30/2024	<ul style="list-style-type: none"> • Mayor Dave Kerner • Vice Mayor Robert S. Weinroth • Commissioner Gregg Weiss • Commissioner Melissa McKinlay • CAC/HHS
4	Dr. Christine Koehn	A Component of the Health & Human Services System of Care	09/30/2024	<ul style="list-style-type: none"> • Mayor Dave Kerner • Vice Mayor Robert S. Weinroth • Commissioner Maria Marino • Commissioner Gregg Weiss • Commissioner Melissa McKinlay • CAC/HHS
7	Dr. Constance Siskowski	A Component of the Health & Human Services System of Care	09/30/2024	<ul style="list-style-type: none"> • Mayor Dave Kerner • Vice Mayor Robert S. Weinroth • Commissioner Gregg Weiss • Commissioner Melissa McKinlay • CAC/HHS
10	Heather Tate-Boldt	A Component of the Health & Human Services System of Care	09/30/2024	<ul style="list-style-type: none"> • Mayor Dave Kerner • Vice Mayor Robert S. Weinroth • Commissioner Gregg Weiss • Commissioner Melissa McKinlay • CAC/HHS

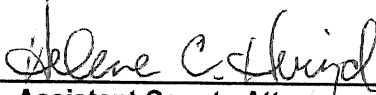
Summary: The CAC/HHS consists of eleven (11) at-large members with at least one (1) member being a resident west of the 20 Mile Bend and at least one (1) member being a representative of the Palm Beach County League of Cities, per Resolution R2013-1563. The resolution requires that the executive committee of the CAC/HHS solicit and recommend member nominations for transmittal to the Board of County Commissioners (BCC). The BCC was notified by a memo dated June 14, 2021 requesting nominations for appointments. The CAC/HHS regular committee met on June 10, 2021 and recommended that all applications be forwarded to the BCC. All nominees meet all applicable guidelines and requirements outlined in the resolution. The diversity count for the eleven (11) seats that are currently filled is Caucasian: 7 (64%), and African-American: 4 (36%). The gender ratio (female:male) is 8:3. Dr. Koehn, Dr. Siskowski, Ms. Tate-Boldt and Mr. Palo are Caucasian. Ex-officio membership consists of one (1) African-American male (25%), one (1) African-American female, (25%), one (1) Caucasian female (25%) and one (1) Caucasian male (25%). Staff conducts targeted outreach in an effort to proffer candidates for appointments that maintain a diverse composition of the CAC/HHS. (Financially Assisted Agencies) Countywide (HH).

Background and Justification: The CAC/HHS was established in 1990. The committee is charged with assisting the BCC in the assessment of need, planning, implementation and evaluation of a system of care, as defined in the Health and Human Services Element of the Palm Beach County Comprehensive Plan (Plan). The committee has the responsibility to 1) make recommendations on an annual basis during the Financially Assisted Agency funding process regarding services and funding priorities, outcomes and contract requirements; 2) create a forum for citizen participation; 3) make recommendations to the Planning Commission and BCC regarding amendments to the Plan; 4) serve as a link to local and regional health and human service planning organization; and 5) make a recommendation on the collection of data necessary to analyze the health and human service needs of people in Palm Beach County. Section 163.3181, Florida Statutes requires that the local planning agencies and local government units adopt procedures designed to provide effective public participation in the comprehensive planning process. The CAC/HHS has been designated to meet this requirement.

Attachments:

1. Board Committees Applications
2. Resolution No. R-2013-1563
3. Current Membership List
4. CAC/HHS Attendance

DocuSigned by:

 Recommended By: _____ Date: 8/24/2021
 Department Director _____ Date _____

Legal Sufficiency:  _____ Date: 8-24-21
 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: Citizens Advisory Committee on Health & Human Services (CAC HHS) Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: October 1, 2021 To: September 30, 2024

Seat Requirement: Knowledge of Health & Human Services System of Care Seat #: 1

*Reappointment or New Appointment or ex-officio 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: Palo Charles Randall
Last First Middle

Occupation/Affiliation: Director of Program, Community Planning and Partnerships
Owner Employee Officer

Business Name: Children's Services Council of Palm Beach County

Business Address: 2300 High Ridge Road

City & State: Boynton Beach, FL Zip Code: 33426

Residence Address: 5401 Oakmont Village Circle

City & State: Lake Worth, FL Zip Code: 33463

Home Phone: (561) 889-7341 Business Phone: (561) 472-4680 Ext. 2197

Cell Phone: (561) 889-7341 Fax: (561) 374-7797

Email Address: Randy.palo@cscpcbc.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: _____

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>
R2020-1095	Fire - Rescue	Drowning Prevention Coalition	10/1/2020-9/30/2021
R2020-1266	Youth Services	Social Worker for South Tech	10/1/2019-9/30/2021
R2019-1395	Information Systems Services	Information technology services	10/1/2015 -

(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-80 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):

 x By watching the training program on the Web, DVD or VHS on May 27 20 21
 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: *Charles Randall Pato* Printed Name: Charles Randall Pato Date: 5/27/21

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) 233-0724.

Return this FORM to:
 David Rafaidus, Community Service Department (Administration)
 810 Datura Street
 West Palm Beach, Florida 33401
 (561) 355-4705 drafaidu@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: *[Signature]*

Date: 6/21/21

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

Revised 10/13/2020

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AND

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*Applicant's Signature: *Charles Randall Pate* Printed Name: Charles Randall Pate Date: 5/27/21

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 West Palm Beach, Florida 33401
 (561) 355-4705 drafaidu@pbegov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: *Melissa McMillin* Date: 6/24/21

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Revised 10/13/2020

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*Applicant's Signature: Charles Randall Pato Printed Name: Charles Randall Pato Date: 5/27/21

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 West Palm Beach, Florida 33401
 (561) 355-4705 drafaidu@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: [Signature] Date: 6-29-21

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Revised 10/13/2020

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 West Palm Beach, Florida 33401
 (561) 355-4705 drafaidu@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: R. Wenzel 1b Date: 7/2/21

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

Revised 10/13/2020

Palm Beach County, Florida

Citizens Advisory Committee on Health & Human Services (CAC/HHS)

"CAC/HHS Application for Membership (Committee and ex-officio members)"

Part 1: Applicant Name: Randy Palo

Part 2: CAC/HHS Membership

(All CAC/HHS members must reside in Palm Beach County at the time of appointment and while serving on the Board)

How did you hear about the Palm Beach County Citizens Advisory Committee on Health & Human Services (CAC/HHS)? _____

Current sitting committee member _____

The CAC/HHS meets once a month (currently on the second Thursday of each month) for a two – hour meeting (from 9:00 am to 11:00 am). The meetings usually take place at the PBC Community Service Department (Basement Conference Room) located at 810 Datura Street, West Palm Beach, Florida 33401. CAC/HHS membership requires compliance with County attendance policies (Resolution R2002-1606). Additionally, Resolution R-2013-1563 states that the Mission of the Committee shall be to assist the Board of County Commissioners in the assessment of need, planning, implementation and evaluation of a System of Care, as defined in the Health & Human Services Element of the Palm Beach County Comprehensive Plan.

Why do you want to be a CAC/HHS or ex-officio member? _____

To continue to plan for and implement comprehensive, systemic improvements in health and human services throughout Palm Beach County

Membership on the CAC/HHS represent the components of the Health and Human Services System of Care. Which components of the System of Care would you represent and have knowledge about?

- | | | |
|---|--|---|
| <input type="radio"/> Public Health/Health Care | <input checked="" type="radio"/> Physical Health/Food Security | <input type="radio"/> Behavioral Health |
| <input type="radio"/> Developmental Services | <input type="radio"/> Access to Justice | <input type="radio"/> Adult and Elderly Services |
| <input checked="" type="radio"/> Education & Training | <input type="radio"/> Recreation | <input type="radio"/> League of Cities Representative |
| <input type="radio"/> Municipalities | <input type="radio"/> Housing /Affordable Housing | <input type="radio"/> Resident West of 20 Mile Bend |
| <input type="radio"/> Business & Economic Development/Strong Local Economy | | <input checked="" type="radio"/> Planning/Research & Evaluation |
| <input type="radio"/> Transportation/Sustainable Transportation | | <input type="radio"/> Other: _____ |
| <input type="radio"/> Florida Department of Health in PBC | | |
| <input checked="" type="radio"/> Children & Family Service/Child & Youth Care | | |

Part 3: Special Skills and Involvement

Please respond briefly to the questions below. If you need more space, feel free to continue to a separate sheet of paper and attach it to this application. You may attach a current resume.

What special skill, educational background, perspectives or life experience do you think you will bring to the CAC HHS? Include personal, professional or volunteer experience. If you were a previous CAC HHS member or ex-officio member, what new experiences would you bring to the CAC HHS?

Increased awareness and commitment to racial equity and the importance of engaging community residents most impacted by the issues addressed by the delivery of health and human services has been a more recent personal focus of mine and a professional focus within my employer, the Children's Services Council. I believe I can bring this focus to the broader HHS system of care through advocacy and planning of the CAC.

Part 4: Communication

Community Service Staff will be contacting you vial mail, email and/or telephone about meeting activities. Please tell us how you prefer to be contacted:

I prefer to receive calls and messages at: Home Work Other

I prefer to receive mail at: Home Work Other

I prefer to receive email messages at: Home Work Other

Calls/Messages: 561.472.4680 _____

Mail: 2300 High Ridge Road, Boynton Beach, FL 33426 _____

Email: randy.palo@cscpb.org _____

Part 5: Statement of Member Commitment

As a member of the Palm Beach County Citizens Advisory Committee on Health & Human Services (CAC HHS), you are subject to Florida's Government-In-The-Sunshine requirement. Certain personal requirements are placed on you and your conduct with other members, the public at large and the Department of Community Services.

Certain assurance pertaining to potential conflicts of interest must be executed by all members of the Palm Beach County Citizens Advisory Committee on Health and Human Services. Disclosure of business and personal relationships with agencies or individuals benefitting from award of funding must be given each time an issue is raised which could present a conflict of interest. Committee members must indicate prior to discussion any potential conflicts. Contact the Community Service Department, County Attorney liaison and Commission on Ethics concerning voting on issues presenting a potential conflict.

Signature of Applicant: 

Date: 5/27/21

Charles Randall Palo

Office

2300 High Ridge Road
Boynton Beach, FL 33426
(561) 374-7597
E-mail: Randy.palo@cscpb.org

Home

5401 Oakmont Village Circle
Lake Worth, Florida 33463
(561) 889-7341
E-mail: wolyap@yahoo.com

PROFESSIONAL EXPERIENCE

2001 - Present Children's Services Council of Palm Beach County
West Palm Beach/Boynton Beach, Florida

2015-present Director of Community Planning & Partnerships

Responsible for building and managing partnerships with planning and funding bodies, government agencies, community leaders, and organizations to advance and refine policy, advocacy and planning issues impacting children and families; exploring resource development and revenue maximization opportunities; and participating in national and state-level pilot/demonstration projects.

2012-2015 Director of Program Performance

Responsible for management of department that ensures contract accountability and assesses program performance. Monitored and managed funded programs' budget and recommended revisions as necessary for maximum use of funds. Led process of requesting, reviewing and approving program proposals for new funding initiatives.

2001-2012 Director of the Resource Development Initiative

Responsible for the management and coordination of all resource development activities, bringing additional funding and resources into Palm Beach County to support the funding priorities of the Children's Services Council of Palm Beach County and the United Way of Palm Beach County. Negotiated funding arrangements with state agencies to draw down federal funding for local match funds. Facilitated collaborations, developed proposals, researched grant opportunities, and wrote grants. Provided basic and advanced grant seeking/writing training. Through public/private collaborations, targeted grant seeking and writing, and efforts to maximize revenues from all sources, generating more than \$10 million each year in federal, state and foundation funding for human services in Palm Beach County.

Charles Randall Palo**Page 2**

1996 - 2000 Palm Beach County Health Care District
West Palm Beach, Florida

Title Assistant School Health Administrator

Instrumental in the creation of the county's school nurse program which placed a nurse in every public school in the county. Facilitated collaboration of public and private organizations; interviewed, hired and assigned school nurses; negotiated and monitored contracts; and wrote grant applications.

1990 - 1996 Children's Services Council of Palm Beach County
West Palm Beach, Florida

Title Lead Program Specialist/Contract Manager

Responsible for program development, program evaluation and community planning. Reviewed and evaluated proposals for funding of children's programs; negotiated budgets and contracts with funded agencies; monitored program performance and provided technical assistance as needed for successful implementation of programs; developed evaluation models, collected and analyzed data in order to write program evaluations; as Lead Program Specialist reviewed all program evaluations and oriented new staff; participated in community planning and organizational restructuring; functioned as liaison to School District of Palm Beach County.

1987 - 1989 Ashtabula - Geauga Training and Employment Consortium
Ashtabula, Ohio

Title Youth Program Developer

Responsible for delivery of employment and training services to economically disadvantaged youth. Planned goals, programs, and budgets; reviewed program proposals, negotiated and wrote contracts with schools and other service providers; designed and implemented new job preparation programs for disadvantaged youth; wrote grant applications.

EDUCATION

1994 Master of Public Administration
Florida Atlantic University

1986 Bachelor of Science in Education
Bowling Green (Ohio) State University

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: Citizens Advisory Committee on Health & Human Services (CAC/HHS) Advisory [X] Not Advisory []

[X] At Large Appointment or [] District Appointment /District #: _____

Term of Appointment: 3 Years. From: October 1, 2021 To: September 30, 2024

Seat Requirement: Knowledge of Health & Human Services System of Care Seat #: 4

[X]*Reappointment or [] New Appointment or [] ex-officio Appointment

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: Koehn Christine Edeburn
Last First Middle

Occupation/Affiliation: Independent Consultant

Owner [] Employee [] Officer []

Business Name: _____

Business Address: _____

City & State _____ Zip Code: _____

Residence Address: 15386 83 Way N

City & State Palm Beach Gardens, FL Zip Code: 33418

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

Cell Phone: (561) 644-6829 Fax: ()

Email Address: _____

Mailing Address Preference: [] Business [X] 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 [X] Female
[] Native-American [] Hispanic-American [] Asian-American [] African-American [X] Caucasian

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<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-80 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

4/27/21 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

Christine Edgerton

Printed Name:

CHRISTINE EDGERTON

Date:

4/27/21

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) 233-0724.

Return this FORM to:
David Rafaidus, Community Service Department (Administration)
810 Datura Street
West Palm Beach, Florida 33401
(561) 355-4705 drafaidu@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature:

[Signature]

Date:

6/21/21

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

Revised 10/13/2020

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.

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<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
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AND

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*Applicant's Signature: *Christine Edgerton*

Printed Name: CHRISTINE EDGERTON Date: 4/27/21

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810 Datura Street
West Palm Beach, Florida 33401
(561) 355-4705 drafaidu@pbegov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: *Melissa McKind*

Date: 4/24/21

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

Revised 10/13/2020

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4/27/21 2021

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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

Christine Edeburn Cook

Printed Name:

CHRISTINE EDEBURN COOK

Date: 4/27/21

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West Palm Beach, Florida 33401
(561) 355-4705 drafaidu@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature:

[Signature]

Date:

4-28-21

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Revised 10/13/2020

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.

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*Applicant's Signature:

Christine Edeburn Cook

Printed Name:

CHRISTINE EDEBURN

Date: 4/27/21

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West Palm Beach, Florida 33401
(561) 355-4705 drafaidu@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature:

R. Venetia

Date:

7/2/21

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Revised 10/13/2020

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.

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4/27 2021

AND

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*Applicant's Signature

Christine Eduburn

Printed Name:

CHRISTINE EDUBURN

Date:

4/27/21

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810 Datura Street
West Palm Beach, Florida 33401
(561) 355-4705 drafaidu@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature:

Maureen S. Medina

Date:

7/15/21

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

Revised 10/13/2020

Palm Beach County, Florida

Citizens Advisory Committee on Health & Human Services (CAC/HHS)

“CAC/HHS Application for Membership (Committee and ex-officio members)”

Part 1: Applicant Name: Christine Koehn

Part 2: CAC/HHS Membership

(All CAC/HHS members must reside in Palm Beach County at the time of appointment and while serving on the Board)

How did you hear about the Palm Beach County Citizens Advisory Committee on Health & Human Services (CAC/HHS)? I'm currently a member.

The CAC/HHS meets once a month (currently on the second Thursday of each month) for a two – hour meeting (from 9:00 am to 11:00 am). The meetings usually take place at the PBC Community Service Department (Basement Conference Room) located at 810 Datura Street, West Palm Beach, Florida 33401. CAC/HHS membership requires compliance with County attendance policies (Resolution R2002-1606). Additionally, Resolution R-2013-1563 states that the Mission of the Committee shall be to assist the Board of County Commissioners in the assessment of need, planning, implementation and evaluation of a System of Care, as defined in the Health & Human Services Element of the Palm Beach County Comprehensive Plan.

Why do you want to be a CAC/HHS or ex-officio member? I'm very interested in doing all I can to ensure that Palm Beach County has a system of care that provides comprehensive, quality, integrated services to meet the needs of our county's residents. I believe I can add value to the county's efforts given my knowledge of the various domains of the system (i.e., public health, education, food security, behavioral health, and housing), my role in Palm Beach County's nonprofit and philanthropic/funding sectors, and my background in planning, implementation, and evaluation initiatives.

Membership on the CAC/HHS represent the components of the Health and Human Services System of Care. Which components of the System of Care would you represent and have knowledge about? *(See the areas in bold blue)*

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Public Health/Health Care | <input checked="" type="checkbox"/> Physical Health/Food Security | <input checked="" type="checkbox"/> Behavioral Health |
| <input type="checkbox"/> Developmental Services | <input type="checkbox"/> Access to Justice | <input type="checkbox"/> Adult and Elderly Services |
| <input checked="" type="checkbox"/> Education & Training | <input type="checkbox"/> Recreation | <input type="checkbox"/> League of Cities Representative |
| <input type="checkbox"/> Municipalities | <input checked="" type="checkbox"/> Housing/Affordable Housing | <input type="checkbox"/> Resident West of 20 Mile Bend |
| <input type="checkbox"/> Business & Economic Development/Strong Local Economy | | <input checked="" type="checkbox"/> Planning/Research & Evaluation |
| <input type="checkbox"/> Transportation/Sustainable Transportation | | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Florida Department of Health in PBC | | |
| <input type="checkbox"/> Children & Family Services/Child & Youth Care | | |

Part 3: Special Skills and Involvement

Please respond briefly to the questions below. If you need more space, feel free to continue to a separate sheet of paper and attach it to this application. You may attach a current resume.

What special skill, educational background, perspectives or life experience do you think you will bring to the CAC/HHS? Include personal, professional or volunteer experience. If you were a previous CAC/HHS member or ex-officio member, what new experiences would you bring to the CAC/HHS?

I have more than 25 years' experience working in the social impact sector in Palm Beach County. I currently serve as a consultant to nonprofit, governmental, and philanthropic organizations. I have served as the Executive Director of Achieve PBC, the Executive Director of the Farris Foundation, the VP of Community Impact at United Way of PBC, VP of Programs at Quantum Foundation, and Research Analyst at Children's Services Council of PBC. I have focused my work on a variety of domain areas, such as education, health care/health promotion, behavioral health, and homelessness. Throughout the years, I've made built many relationships among funding, nonprofit, educational, and safety healthcare partners as well as partners in other sectors (e.g., business, community, faith-based, etc.).

I have served on the CAC for 9 years, and am currently serving my second year as the CAC Chair.

I believe in the work that the CAC is doing to ensure an efficient and effective system of supports for the resident of Palm Beach County, and am pleased to support that work using my skills, abilities, and connections – on the CAC and in the community.

Part 4: Communication

Community Service Staff will be contacting you vial mail, email and/or telephone about meeting activities. Please tell us how you prefer to be contacted:

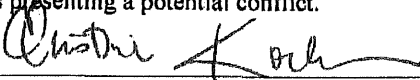
- I prefer to receive calls and messages at: Home Work Other
- I prefer to receive mail at: Home Work Other
- I prefer to receive email messages at: Home Work Other

Calls/Messages: _____
 Mail: _____
 Email: _____

Part 5: Statement of Member Commitment

As a member of the Palm Beach County Citizens Advisory Committee on Health & Human Services (CAC/HHS), you are subject to Florida's Government-In-The-Sunshine requirement. Certain personal requirement are placed on you and your conduct with other members, the public at large and the Department of Community Services.

Certain assurance pertaining to potential conflicts of interest must be executed by all members of the Palm Beach County Citizens Advisory Committee on Health and Human Services. Disclosure of business and personal relationships with agencies or individuals benefitting from award of funding must be given each time an issue is raised which could present a conflict of interest. Committee members must indicate prior to discussion any potential conflicts. Contact the Community Service Department, County Attorney liaison and Commission on Ethics concerning voting on issues presenting a potential conflict.

Signature of Applicant:  Date: 4/27/21

dmrrevised06232020
 File: P&E/CAC/2020/CAC/HHS/MembershipApplication06232020 (4:34 pm)
 Revised by DMR 06252020

Christine Edeburn Koehn, PhD

Palm Beach Gardens, Florida 33418 • 561-644-6829 • chriskoehn50@gmail.com • <https://www.linkedin.com/in/christinekoehn/>

Executive/Administrator

Seasoned and resourceful leader and administrator, with extensive experience in grantmaking as well as developing funding and community collaboratives designed to have significant and collective impact. Proven expertise in portfolio grantmaking/nonprofit programming focused on addressing issues such as educational attainment, health promotion and health care access, basic needs, arts and culture, out-of-school activities, special needs, and child abuse and neglect prevention/intervention, impacting communities of interest across the country. Skillful at research and program evaluation. Capable of providing grants management and technical assistance as well as ensure regulation compliance.

- Proven track record of working effectively within nonprofit and grantmaking organizations focused on various social issues, with an emphasis on equity and impact, as well as directing startup and managing organizational operations.
- Instrumental in administering staff and consultants, managing resources, ensuring strong public relations, and developing innovative and effective operations and funding solutions.
- Demonstrated ability to administer overall grant efforts, manage payout, document payments and expenditures, formulate appropriate reports, ensure compliance with regulations, optimize the grant administration process, review and recommend grant proposals, and manage grants to completion.
- Effective at engaging donors and raising funds as well as responsibly managing and reporting on the use of funds awarded.
- Skilled in research and evaluation design and implementation, database development, data analysis, and reporting.
- Capable to present information by utilizing several techniques, such as seminars, workshops, and posters to a variety of audiences, including executives, foundation/social service professionals, community members, child welfare advocates, government officials, university colleagues/students, and law enforcement personnel.
- Proficient in various computer software programs, such as Microsoft Office (Word, Excel, Access, and PowerPoint), Quickbooks, CyberGrants, GIFTS, and several statistical programs, including SPSS, BMDP, and SAS.

Skills & Abilities

- | | |
|---|--|
| ○ Organization Administration/Management | ○ Cross-sector Collaboration Development |
| ○ Operations Analysis/Process Redesign | ○ Strategic Planning & Implementation |
| ○ Grant Program Development/Portfolio Management | ○ Community Impact & Development |
| ○ Grant Contract Negotiation/Development | ○ Cross-Departmental Resource Development |
| ○ Program Evaluation & Quality Improvement Management | ○ Resource Development, Allocation, and Management |
| ○ Staff Leadership & Development | ○ Relationship Management |

Christine Edeburn Koehn, PhD

Page | 2

Career Experience

Christine Koehn

Independent Consultant

Palm Beach Gardens, FL

03/2020 to Present

As an Independent Consultant, I provide foundations and nonprofit organizations with organizational governance, strategy, and operations as well as grantmaking, community engagement/collaboration, and evaluation support.

Achieve Palm Beach County (Hosted by United Way of Palm Beach County)

Executive Director

West Palm Beach, FL

03/2019 to 03/2020

Administered Achieve PBC's collective impact work focused on ensuring the post-secondary education readiness, access, and success of Palm Beach County's students. Built and maintained professional relationships with a diverse set of key stakeholders/partners, representing various sectors of community, engaging them in Achieve PBC efforts. Provided strategic leadership and guidance, emphasizing systems-level change opportunities. Owned control over Achieve PBC's governance, and facilitated the collaborative work of the partners while ensuring that their efforts align with Achieve PBC's strategic plan. Oversaw and evaluated Achieve PBC's effectiveness and impact, while leading Achieve PBC staff.

- Increased awareness of issues related to college readiness, access and completion by utilizing comprehensive array of mechanisms and messaging outlined within Achieve PBC's communications plan.
- Managed the development of funds for Achieve PBC in accordance with its fund development plan.
- Established and executed annual budget by assuring efficient resource utilization and sound financial stewardship.

Celia Lipton Farris & Victor W. Farris Foundation

Executive Director

West Palm Beach, FL

05/2013 to 03/2019

Facilitated and supported the Foundation Board as well as provided vision and leadership for the Foundation. Served as initial and sole staff/administrator of the organization, and was responsible to establish and maintain all foundation operations for efficiency. Actively engaged in and coordinated community collaboratives, including program, system, and funding, with the potential for impact in the Foundation's areas of interest, including education, health, well-being, arts, and culture. Delivered oversight of grants and grant-related technical assistance.

- Spearheaded the foundation with nearly \$95M in assets, including fiscal, personnel, grantmaking, communications, and information technology management responsibilities.
- Efficiently managed the Foundation's strategic investment of more than \$4.5M annually in nonprofit projects aligned with the areas of interest to the Foundation.

United Way of Palm Beach County

Vice President of Community Impact

Boynton Beach, FL

07/2010 to 05/2013

Oversaw strategic investment of donor dollars in nonprofits focused on education, income, and health, by incorporating best practices, identifying impactful partnership opportunities, and engaging the community for input. Efficiently managed grants and engaged in technical assistance activities. Coordinated and actively participated in program,

Christine Edeburn Koehn, PhD

Page | 3

system, and funding collaboratives, while evaluating the impact of strategic investments. Led department staff and continuous quality improvement of department activities in an efficient manner.

- Actively engaged, facilitated, and supported community impact committee, consisting of 40+ key donors and community stakeholder volunteers in strategic investment decisions and oversight.
- Established funding opportunity announcements in alignment with funding strategies as well as oversaw the administration of the proposal application, review, selection, and allocation process.
- Assisted with organizational efforts to raise unrestricted donor dollars for investment, directly and through cross-departmental resource development activities.

Quantum Foundation

West Palm Beach, FL

Vice President for Programs

01/2007 to 07/2010

Developed and monitored annual grants and consultation strategies as well as monitored payout. Established grant funding announcements consistent with the Foundation's portfolio approach. Held responsibility for the continuous quality improvement of internal grantmaking processes. Negotiated consultation agreements, monitored contract compliance, and managed fund disbursement. Actively participated in program, system, and funding collaboratives. Represented and spoke on behalf of the Foundation to outside organizations and the community.

- Engaged in strategic planning, executing philanthropy best practices and implementing innovative ideas, for optimal Foundation grantmaking impact.
- Managed Foundation grantmaking of circa \$8.5M annually as well as headed program staff.
- Oversaw the proposal selection process, made funding recommendation presentations to the Board, monitored grants, and provided technical assistance to grantees.
- Evaluated and refined the Foundation's strategic grantmaking portfolio as well as assessed Foundation impact.

Additional Experience

Program Officer/Senior Program Officer – *Quantum Foundation*, West Palm Beach, FL (2001 to 2007)

Research Analyst – *Children's Services Council of Palm Beach County*, West Palm Beach, FL (1995 to 2001)

Outcomes Analyst – *Interim Services*, Fort Lauderdale, FL (1996 to 1997)

Teaching/Research Assistant – *Florida International University*, North Miami, FL (1991 to 1994)

Other Experience

Grant Review Participation

Reviewed/Prioritized Proposals & Made Funding Recommendations for Federal Funding Initiatives:

Grant Review Panel Chair

- Department of Health and Human Services, Administration on Children and Families, Office of Family Assistance, Healthy Families Demonstration Grants, and Promoting Responsible Fatherhood Grants, Leesburg, VA (2006).

Christine Edeburn Koehn, PhD

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Grant Reviewer

- Area Agency on Aging for Palm Beach/Treasure Coast, Community Care for the Elderly/Home Care for the Elderly/Alzheimer's Disease Initiative, West Palm Beach, FL (2009).
- Department of Health & Human Services, Health Resources & Services Administration, Bureau of Primary Health Care, Service Expansion in Mental Health/Substance Services for Health Center Program, Alexandria, VA (2008).
- Department of Health & Human Services, Administration on Children & Families, Children's Bureau, Discretionary Field Initiated Service Demonstration Projects in the Adoption Field, Washington, DC (2004).

Grants Management Advisory Committee

Dixon Group

Provided guidance and feedback on the Administration on Children and Families proposal review process as well as contracted management process, Tucson, AZ & San Diego, CA (2007).

Other Review Participation:

- **Awards Judge** – Palm Healthcare Foundation Nursing Distinction Awards, West Palm Beach, FL (2010)
- **Conference Session Proposal Reviewer** – Grantmakers in Health, Washington, DC (2009)
- **Scholarship Judge for Community Involvement Category** – Palm Beach Post Pathfinders of Palm Beach/Martin County Scholarship Fund, West Palm Beach, FL (2004 to 2009)
- **Manuscript Reviewer** – Grantmakers for Effective Organizations, Washington, DC (2004)

Education & Credentials

Doctor of Philosophy in Applied Psychology, Florida International University, Miami, FL

Master of Science in Psychology, Florida International University, Miami, FL

Bachelor of Science in Psychology, Barry University, Miami Shores, FL

Professional Trainings:

Research Design, Implementation, Data Analysis, & Reporting | Social Psychology | Memory & Cognition
Child Development | Industrial/Organizational Psychology | Legal Psychology

Professional Development:

Racial Equity Training – Racial Equity Institute, Riviera Beach, FL (2018)

CEO Retreat – National Center for Family Philanthropy, Palo Alto, CA (2017)

Constituent Relationship Management – United Way Worldwide, West Palm Beach, FL (2013)

Product Development Process – Framing Impact Strategies as Investment Products. United Way Worldwide, Fort Lauderdale, FL (2012)

Advanced Grant Portfolio Analysis – The Grantmaking School, Sarasota, FL (2009)

Advanced Proposal Analysis – A Critical Examination of Complex Issues. The Grantmaking School, Sarasota, FL (2008)

Discover U Seminar – Discover Leadership Training, Houston, TX (2007)

Executive Seminar in Communication Skills – Buckley School of Public Speaking, Camden, SC (2007)

Christine Edeburn Koehn, PhD

Page | 5

Advancing Manager Certificate – Case Western Reserve University Weatherhead School of Management, Cleveland, OH (2006)

Leadership Palm Beach County – West Palm Beach, FL (2006)

Art & Science of Grantmaking – Grantmakers in Health, Boston, MA (2005)

Fiduciary College – Stanford University Law School, Stanford, CA (2004)

Negotiation Skills for Effective Managers – University of North Carolina at Chapel Hill Kenan-Flagler Business School, Chapel Hill, NC (2003)

Advanced Topics in Designing & Conducting Focus Group Interviews – Richard Krueger, West Palm Beach, FL (2003)

Finance & Accounting for Non-Financial Executives – University of Washington Business School, Seattle, WA (2002)

Designing & Conducting Focus Group Interviews – Richard Krueger, West Palm Beach, FL (2001)

Professional Affiliations

National Affiliations:

American Evaluation Association (1995 to Present) | **American Psychological Association** (1991 to Present) | **Association of Psychological Science** (1991 to Present) | **National Center for Family Philanthropy Non-Family Staff Peer Network** (2014 to 2019; **Chair** 2016 to 2019)

State Affiliations:

Florida Philanthropic Network (2013 to 2019) - Innovative Scholarship Steering Committee (2018 to 2019), 2018 Summit Planning Committee (2017 to 2018)

Local Affiliations:

Palm Healthcare Foundation, Board of Trustees, (2018 to Present) - Community Investment Committee (2013 to Present) | **Palm Beach County**, Citizens Advisory Committee on Health & Human Services (2012 to Present; **Chair** 2019 to Present) | **BeWell Palm Beach County**, Design Team (2017 to 2018) - Stewardship Council (Founding Member 2018 to Present) | **Leadership Palm Beach County**, Engage Forward Committee (2006 to Present; **Co-Chair** (2006 to 2010) | **Palm Beach County Hunger Relief Task Force**, Executive Committee/Inaugural Member (2015 to 2019) | **Birth to 22**, Steering Committee (2016 to 2020) | **Achieve Palm Beach County**, Planning Stage - Steering Committee (**Chair** 2015); Infrastructure Development Stage - Leadership Team (**Chair** 2016); Implementation Stage - Executive Champions (Founding Member 2017 to 2019), Operations Team (Founding **Co-Chair** 2017 to 2019), Post-Secondary Scholarships, & Other Supports Strategy Team (**Co-Chair** 2017 to 2019) | **Palm Beach County Education Funders Collaborative** (2012 to Present) | **United Way of Palm Beach County**, Community Impact Committee (2013 to 2019) | **Palm Beach County Hunger Relief Task Force**, Executive Committee/Inaugural Member (2015 to 2019) | **Palm Beach County STEM Education Council** (2014 to 2018) | **Oral Health Coalition of Palm Beach County** (2007 to 2010; **Founding Co-Chair** 2007 to 2009) - Prevention & Education Subcommittee (**Founding Chair** 2007 to 2009) | **Florida Funders Application**, Executive Committee, **Founding Chair**, Florida Funders Application (2007 to 2013) | **Executive Committee**, Palm Beach County Disaster Recovery Coalition (2010 to 2013) | **Palm Beach County Community Food Alliance**, Advisory Committee (2010 to 2012) | **PBC COUNTS**, Executive Committee (2008 to 2013; **Founding Chair** 2008 to 2010) | **Palm Beach County Community Health Network Committee** (2008 to 2010) | **School District of Palm Beach County**, Wellness Promotion Task Force (2007 to 2010) | **Palm Beach County Coalition for Children** (2000 to 2010; Board of Trustees 2007 to 2009) -

Christine Edeburn Koehn, PhD

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Scholarship Committee (**Founding Chair**, 2006 to 2010) | **Kids@Home/Turtle Nest Village**, Board of Trustees (2008 to 2009) - Executive, Finance, & Consolidation/Closure Committees (2008 to 2009)

Publications

- Koehn, C., Thompson, R., Authier, K, & Bosco, M. (2001). Palm Beach County Child Abuse & Neglect System Redesign: Initial Process Evaluation. *Journal of Child & Family Studies*, 10(2), 245-254.
- Koehn, C. & Thompson, R. (2000). Palm Beach County Child Abuse & Neglect Pilot Project: Initial Evaluation. Proceedings of the 12th Annual Research Conference. Tampa: University of South Florida.
- Koehn, C. & Fisher, R. (1999). Using Cognitive Interviewing to Construct Facial Composites. In D. Canter & L. Alison (Eds.), *Interviewing & Deception (Vol. 2)*. Ashgate: Dartmouth.
- Koehn, C. & Gray, M. (1999). Fitting the pieces together: Integration & Privatization of Systems. Proceedings of the 11th Annual Research Conference pp.65-68). Tampa: University of South Florida.
- Koehn, C. & Fisher, R. (1996). Memory Enhancement Techniques & Facial Composite Construction. *Psychology, Crime, & Law*, 3, 215-224.
- Palo, R. & Koehn, C. (1996). Education in Palm Beach County. In *The State of the Child in Palm Beach County*. West Palm Beach: Children's Services Council of Palm Beach County.

Presentations

- Guiliani, T., Koehn, C., & McDonald, K. (2019, February). Collective Impact: Cross-Sector Collaboration that Drives Greater Impact. Panel Presentation at the Florida Philanthropic Network 2019 Summit, Lake Buena Vista, FL.
- Groover-Skipper, D., Koehn, C., & Lowry, L. (2018, January). Human Trafficking, Modern Day Slavery. Panel Presentation at the Florida Philanthropic Network 2018 Summit, Coral Gables, FL.
- Oswald, K., Koehn, C., & Youngman, B. (2017, May). To Go Far, Go Together: Building a Solid Foundation for Collective Impact. Panel Presentation at the Florida College Access Network 2017 Summit, Lake Buena Vista, FL.
- Macklin, T., Spalten, M., Koehn, C., & Gobioff, N. (2017, February). How Philanthropic Families & Community Foundations Successfully Partner. Panel Presentation at Florida Philanthropic Network 2017 Summit, St. Petersburg, FL.
- Koehn, C., Fox, C., Glass, R., & May, T. (2010, March). Improving Access to Primary Care in a Reforming Environment. Panel Presentation at the Grantmakers in Health 2010 Annual Meeting, Orlando, FL.
- Napolitano, J., Koehn, C., Keller, K., Wilson, B., & Wright, T. (2006, February). School-based Health Centers: What Every Funder Should Know. Panel Presentation at the Grantmakers in Health 2006 Annual Meeting, Phoenix, AZ.
- Koehn, C., Bernstein, S., Levine, M., & Adler, Alison. (2006, January). The Power of Partnerships. Panel Presentation at the Donors Forum of South Florida 2006 Spring Meeting, Boynton Beach, FL.
- Koehn, C., Bernstein, S., Spielberger, J. Nisson, D., & Passell, M. (2004, February). Integrating Behavioral Health into School Health. Site visit for the Grantmakers in Health 2004 Annual Meeting, Hollywood, FL.
- Koehn, C., Dyal, D., & Hawkins, S. (2003, February). Innovations in Preventive Care Access: A Case Study of Immunization as Effective Prevention. Panel Presentation at the Grantmakers in Health 2003 Annual Meeting, Los Angeles, CA.
- Goldstein, H., Koehn, C., Westberry, P., Callam, F., Prutisto, L., & Bernstein, S., May 2002. Why Wait? Prevention Instead of Intervention. Panel presentation at Ruth Rales Jewish Family Service South Florida Family Conference, Boca Raton, FL.

Christine Edeburn Koehn, PhD

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- Gray, M., Koehn, C., Olshansky, O., Elofson, A., & Bosco, M. (1999, October). Fitting Pieces Together: Privatization & Integration of Child Welfare Services. Paper Presentation at 1999 CWLA Southern Region Training Conference, Miami, FL.
- Koehn, C. & Thompson, R. (1999, July). Palm Beach County Child Abuse & Neglect Project: Initial evaluation. Poster session Presentation at the Boys Town National Conference on At-Risk Youth & Families, Boys Town, NE.
- Bosco, M., Koehn, C., Olshansky, O., Elofson, A., & Gray, M. (1999, March). Empowering Families through Innovation in Child Welfare Services. Paper presentation at the SED Network 4th Annual Children's Services Regional Training Conference, Pensacola, FL.
- Koehn, C. & Thompson, R. (1999, February). Palm Beach County Child Abuse & Neglect Pilot Project: Initial evaluation. Poster Session Presentation at the University of South Florida FMHI 12th Annual Research Conference, Clearwater, FL.
- Koehn, C. & Gray, M. (1998, March). Fitting the Pieces Together: Integration & privatization of systems.
- Poster Session Presentation at the University of South Florida FMHI 11th Annual Research Conference, Tampa, FL.
- Koehn, C. (1995, July). Overview of the E-Fit & Mac-A-Mug Pro Computer Composite Generation Systems. Seminar Presentation to the Metro-Dade Police Department, Miami, FL.
- Koehn, C. (1994, March). How Effective are Computerized Facial Composites? Poster Session Presentation at the 8th Annual Florida Conference on Cognition, Perception, Sensation, Language, & Action Conference, Florida Atlantic University, Boca Raton, FL.
- Koehn, C. (1992, October). Overview of the Mac-A-Mug Pro Computer Composite Generation System. Paper presentation at the 33rd Annual Florida State Division of the International Association for Identification Training Seminar, Miami, FL.

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 resumé to this form.

Section I (Department): (Please Print)

Board Name: Citizens Advisory Committee on Health & Human Services (CAC/HHS) Advisory [X] Not Advisory []

[X] At Large Appointment or [] District Appointment /District #: _____

Term of Appointment: 3 Years. From: 10/01/2021 To: 09/30/2024

Seat Requirement: Knowledge of Health & Human Services System of Care Seat #: 7

[x]*Reappointment or [] New Appointment or [] ex-officio 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: Siskowski Constance Tolles
Last First Middle

Occupation/Affiliation: President & Founder, American Association of Caregiving Youth
Owner [] Employee [x] Officer [x]

Business Name: American Association of Caregiving Youth

Business Address: 6401 Congress Ave. #200

City & State: Boca Raton, FL Zip Code: 33487

Residence Address: 2021 NW 53rd St.

City & State: Boca Raton, FL Zip Code: 33496

Home Phone: (561) 997-2335 Business Phone: (561) 391-7401 Ext. 100

Cell Phone: (561) 715-6531 Fax: (561) 416-7213

Email Address: _____

Mailing Address Preference: [x] 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 [x] Female
[] Native-American [] Hispanic-American [] Asian-American [] African-American [x] 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>
<u>R 20201558</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-80 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 4.16 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: Constance Siskowski Printed Name: Constance Siskowski Date: 4.16.21

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) 233-0724.

Return this FORM to:
 David Rafaidus, Community Service Department (Administration)
 810 Datura Street
 West Palm Beach, Florida 33401
 (561) 355-4705 drafaidu@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: [Signature] Date: 4/21/21

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

Revised 10/13/2020

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.

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<u>R 20201558</u>	_____	_____	_____
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NONE	<input type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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 West Palm Beach, Florida 33401
 (561) 355-4705 drafaidu@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Melissa McIndoo Date: 4/24/21

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

Revised 10/13/2020

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<u>R 20201558</u>	_____	_____	_____
(Attach Additional Sheet(s), if necessary) OR			
NONE <input type="checkbox"/>		NOT APPLICABLE/ (Governmental Entity) <input type="checkbox"/>	

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AND

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 West Palm Beach, Florida 33401
 (561) 355-4705 drafaidu@pbegov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: [Signature] Date: 6.28.21

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

Revised 10/13/2020

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 David Rafaidus, Community Service Department (Administration)
 810 Datura Street
 West Palm Beach, Florida 33401
 (561) 355-4705 drafaidu@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: [Signature] Date: 7/2/21

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

Revised 10/13/2020

Palm Beach County, Florida

Citizens Advisory Committee on Health & Human Services (CAC/HHS)

“CAC/HHS Application for Membership (Committee and ex-officio members)”

Part 1: Applicant Name: Constance (Connie) Siskowski, RN, PhD

Part 2: CAC/HHS Membership

(All CAC/HHS members must reside in Palm Beach County at the time of appointment and while serving on the Board)

How did you hear about the Palm Beach County Citizens Advisory Committee on Health & Human Services (CAC/HHS)? Invited and currently on the CAC/HHS

The CAC/HHS meets once a month (currently on the second Thursday of each month) for a two – hour meeting (from 9:00 am to 11:00 am). The meetings usually take place at the PBC Community Service Department (Basement Conference Room) located at 810 Datura Street, West Palm Beach, Florida 33401. CAC/HHS membership requires compliance with County attendance policies (Resolution R2002-1606). Additionally, Resolution R-2013-1563 states that the Mission of the Committee shall be to assist the Board of County Commissioners in the assessment of need, planning, implementation and evaluation of a System of Care, as defined in the Health & Human Services Element of the Palm Beach County Comprehensive Plan.

Why do you want to be a CAC/HHS or ex-officio member? I wish to continue my membership and add my input and expertise, to the best of my ability

Membership on the CAC/HHS represent the components of the Health and Human Services System of Care. Which components of the System of Care would you represent and have knowledge about?

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Public Health/Health Care | <input type="checkbox"/> Physical Health/Food Security | <input checked="" type="checkbox"/> Behavioral Health |
| <input type="checkbox"/> Developmental Services | <input type="checkbox"/> Access to Justice | <input checked="" type="checkbox"/> Adult and Elderly Services |
| <input checked="" type="checkbox"/> Education & Training | <input type="checkbox"/> Recreation | <input type="checkbox"/> League of Cities Representative |
| <input type="checkbox"/> Municipalities | <input type="checkbox"/> Housing /Affordable Housing | <input type="checkbox"/> Resident West of 20 Mile Bend |
| <input type="checkbox"/> Business & Economic Development/Strong Local Economy | | <input type="checkbox"/> Planning/Research & Evaluation |
| <input type="checkbox"/> Transportation/Sustainable Transportation | | <input checked="" type="checkbox"/> Other: <u>Caregiving</u> |
| <input type="checkbox"/> Florida Department of Health in PBC | | |
| <input checked="" type="checkbox"/> Children & Family Services/Child & Youth Care | | |

Part 3: Special Skills and Involvement

Please respond briefly to the questions below. If you need more space, feel free to continue to a separate sheet of paper and attach it to this application. You may attach a current resume.

What special skill, educational background, perspectives or life experience do you think you will bring to the CAC/HHS? Include personal, professional or volunteer experience. If you were a previous CAC/HHS member or ex-officio member, what new experiences would you bring to the CAC/HHS?

I bring to the table expertise in healthcare, education and the community, all of which are components of the work I do throughout Palm Beach County in providing innovative and creative solutions to an other unrecognized and growing population of children who are family caregivers.

Part 4: Communication

Community Service Staff will be contacting you via mail, email and/or telephone about meeting activities. Please tell us how you prefer to be contacted:

I prefer to receive calls and messages at: Home Work Other

I prefer to receive mail at: Home Work Other

I prefer to receive email messages at: Home Work Other

Calls/Messages: (M) 561.715.6531; (H) 561.997.2335; (O) 561.391.7401

Mail: 6401 Congress Ave. #200 Boca Raton, FL 33487

Email: connie@aacv.org

Part 5: Statement of Member Commitment

As a member of the Palm Beach County Citizens Advisory Committee on Health & Human Services (CAC/HHS), you are subject to Florida's Government-In-The-Sunshine requirement. Certain personal requirements are placed on you and your conduct with other members, the public at large and the Department of Community Services.

Certain assurance pertaining to potential conflicts of interest must be executed by all members of the Palm Beach County Citizens Advisory Committee on Health and Human Services. Disclosure of business and personal relationships with agencies or individuals benefitting from award of funding must be given each time an issue is raised which could present a conflict of interest. Committee members must indicate prior to discussion any potential conflicts. Contact the Community Service Department, County Attorney liaison and Commission on Ethics concerning voting on issues presenting a potential conflict.

Signature of Applicant: Christina Sokolowski Date: 4-16-2021

dmrrevised06232020
File: P&E/CAC/2020/CACHHSMembershipApplication06232020 (4:34 pm)
Revised by DMR 06252020

CONSTANCE T. SISKOWSKI, RN, MPA, PhD

2021 NW 53RD Street
Boca Raton, FL 33496

561-715.6531 (m)
csiskowski@gmail.com

EDUCATION

Doctor of Philosophy , Graduate Honors, Lynn University, Boca Raton, FL	2004
Master of Public Administration , New York University, New York, NY	1983
Bachelor of Science , Montclair State College now University, Magna cum Laude, Montclair, NJ	1980
Registered Nurse , Johns Hopkins Hospital School of Nursing now University, Baltimore, MD	1968

PROFESSIONAL EXPERIENCE**Founder and President****1997 – Present**

American Association of Caregiving Youth, formerly Volunteers for the Homebound & Family Caregivers and formerly Boca Raton Interfaith in Action, is a non-profit 501(c) 3 corporation that is the national resource for the support of children who provide care for family members who are ill, injured, elderly or disabled. In this role children sacrifice their education, health, well-being and childhood.

- Established first US Caregiving Youth Project (CYP) with significant local and national funding and collaborative partners that utilizes healthcare, education and community so that student caregivers are recognized and supported in school out of school and at home, so they can remain in school and be successful in life. Professional oversight through the multidisciplinary CYP Advisory Council
- Over 1,800 middle and high school students have been enrolled in the CYP with progression to the next grade and high school graduation rates >98%
- Utilized collaborative relationships and resources for families to improve their safety and home environment such as clean water, grab bars, ramps to allow for accessibility, a rat wall, an oxygen concentrator, and others
- End of the Year Feedback Forms that evaluate outcomes from CYP participants continue to score high with students reporting that the CYP helped them: a) Be more knowledgeable about caregiving and have new skills for both at home and in school; b) Feel good about themselves out of school; c) Make new friends; d) Manage stress better; e) Improve their health; f) Have closer with family relationships; and g) Achieve better grades
- Developing a national expansion through partnerships including workforce development and a formal affiliate network along with a national AACY Advisory Council
- Established the Caregiving Youth Institute (2014) to C.A.R.E. – Connect, Advocate, Research and Educate and through it the Caregiving Youth Research Collaborative (CYRC) that includes professionals from eight universities; now planning virtual mini-conference to be held April 2021 with an in person conference in November 2021

- Expanded research to include students and faculty from Brandeis University, Florida Atlantic University, University of South Florida, University of Miami Miller School of Medicine and Lynn University
- Began M.A.C.Y. (Mentor A Caregiving Youth) program and became a member of the United Way Mentor Network
- Initially funded by \$25K seed grant of Robert Wood Johnson Foundation's Faith in Action programs, City of Boca Raton, and Quantum Foundation – now budget over \$1,000K
- Contributed editing and Forward of *I'm a Teen Caregiver. Now What?* published by Rosen Publishing of NY, 2016.

Academic Appointments

2007 – 2015

- Courtesy Associate Professor Appointment, Department of Aging and Mental Health Disparities, College of Behavioral and Community Sciences, University of South Florida, Tampa
- Advisory Board, School of Sociology, Fort Hayes State University, Hayes, KS

Consultant

1999 – 2009

- Palms of Largo Intergenerational Community Foundation, now Caregivers Support Network, Largo, FL
- Research Review Committee, National Patient Safety Foundation, N. Adams, MA
- Coordinator for Communicating Effectively with Healthcare Professionals Program, National Family Caregivers Association, Kensington, MD
- Business Development – Nurse Practitioner HouseCalls, MedVisits, LLC, Memphis, TN
- Grant Reviewer, National Family Caregiver Support Program, Administration on Aging, Washington DC
- Information and resource collection, Florida Respite Coalition, Orlando, FL
- Panel Relations Leader, Advisory Board Member, Editor, *Panelist Press* & Reviewer of *Caregiving in the US 2001 Edition*; The Caregivers Advisory Panel, Charleston, RI
- Writer, *The Comfort of Home – Caregiver Assistance News* and special presentations, CareTrust Publications, Portland, OR
- Web content, tool and site development – ElderIssues.com, Delray Beach, FL
- Project partner, Sharp HealthCare Foundation/Secure Horizons initial Frail Elderly Study with funding from California HealthCare Foundation, San Diego, CA
- Development of Caregiver Planner, American Custom Publishing Co., Libertyville, IL
- Report Co-Author – National Family Caregivers Association/Bruskin Research – Omnitel Caregiver 2000, Kensington, MD
- Chat Host, CareThere.com, Mountain View, CA

Vice President**1996 – 1999**

AdultCare--a Fortis Company in Deerfield Beach, DL that was specializing in caregiving and elder issues nationally providing information, consultation and referral services.

- Created core programs, policies, products and processes
- Developed relationships with key national and community organizations
- Managed national employee and family caregiving research projects
- Co-authored *Caregiving Across the Life Cycle: National Family Caregivers Association/Fortis Report*
- Presented research and program outcomes at national and international conferences
 - ✓ Testified before the United States Senate Committee on Aging 1998
 - ✓ Invitee National Health Council Consensus Conference on Caregiving 1998
 - ✓ American Society on Aging 1998 and 1999
 - ✓ National Council on the Aging 1998 and 1999
 - ✓ First International Conference for Carers (London) 1998

Founder and President**1995 – 1996**

MD to YOU – a Boca Raton based company supplying physician care including diagnostic testing and treatment to the home

- Created concept, developed business plan and obtained investors
- Equipped van, hired physicians, fulfilled licensing requirements
- Developed market opportunities, product and service materials
- Established core policies, procedures and systems
- Initiated services in Palm Beach and Broward Counties

Director of Nursing**1993 – 1995**

Staff Builders Health Services – a company providing Medicare, Medicaid and private home care services

- Increased growth in Delray Beach, FL branch office by more than 175%; low absenteeism; high morale
- Experienced deficiency free regulatory survey

Project Director**1991 – 1992**

Management Prescriptives – a Tampa, FL consulting firm contracting with the North Broward Hospital District

- Audited records and produced financial improvement and legal vulnerability reports
- Developed five multi-hospital, multidisciplinary Process Improvement Teams

Healthcare Consultant**1987 – 1990**

- Prepared operational and marketing management for Ambulatory Care Network
- Developed joint venture, revised policies and procedures for Ultra Care
- Provided physicians' billing services

Licensed Nursing Home Administrator**1986 – 1988**

New Community Extended Care Facility, Newark NJ

- Executed start up for 180 beds and 60 slot medical day care unit
- Created revenue through WIN Program, space rental and food service expansion
- Experienced excellent licensure surveys with 99% occupancy and no agency staff

Assistant Vice President**1980 – 1985**

United Hospitals Medical Center, Newark NJ

- Established urban satellite centers to increase admissions, services and care access
- Increased clinic and Emergency Department revenue and visit volume by 18.3%
- Improved productivity with space re-allocation, decentralization and cross training
- Created and implemented "Extra Step", a hospital-wide guest relations program

Clinical Experiences**1968 – 1980**

- Director Cardiac Rehabilitation – programs in Newark, Union and Springfield, NJ
- Nursing and leadership positions – Hospice by the Sea, Boca Raton, FL; Baptist Hospital, Nashville, TN; Clara Maass Memorial Hospital, Belleville, NJ; Johns Hopkins Hospital, Baltimore, MD

AWARDS

Sapphire Award Finalist (AACY) – Florida Blue Foundation	2018
George Long Award (AACY) – Rotary Club of Downtown Boca Raton	2015
Executive Women of the Palm Beaches – WILA Award Nominee	2015
Walk of Recognition Star – Boca Raton Historical Society	2014
Listen, Learn Care Award – Office Depot Foundation	2014
CNN Top Ten Hero – Turner Broadcasting Systems	2012
Community Fearless Caregiver Award – Caregiver Media Group	2012
Women of Grace – Bethesda Hospital Foundation	2011
Blue Dove Award Finalist - Hospice of Palm Beach County	2011
Heroes in Medicine – Community Outreach (AACY) – Palm Beach County Medical Society	2011

ICON Finalist – Florida Assisted Living Coalition	2011
Distinguished Alumna Award – The Johns Hopkins University	2010
Commitment to Community Award – Palm Healthcare Foundation, West Palm Beach, FL	2009
Purpose Prize Winner – Civic Ventures, CA	2009
Ashoka Lifetime Fellowship – Ashoka, Arlington, VA	2009
The Families First Award Finalist – Families First of Palm Beach County	2008
Outstanding Dissertation of the Year Nominee – National Council of Professors of Educational Administration	2005
Volunteer of the Year Nominee – Junior League of Boca Raton	2004
Sigma Beta Delta – International Honor Society in Business, Management & Administration	2003
Kappa Delta Pi – International Honor Society in Education	2003
Soroptimist Women of Distinction Award – Boca Raton-Deerfield Beach, FL	1999
Eckerd University Honoree – Boca Raton, FL	1999

COUNTY, NATIONAL AND STATE RESPONSIBILITIES

Boards & Committees	1994 – Present
<ul style="list-style-type: none"> • Faculty for RAISE Family Caregiving Council, Washington DC (2019 - Present) • At-Large Member, Community Action Committee/Health and Human Services, Palm Beach County (2019 – Present) • Bookend Caregiving Strategic Advisory Board, Chapel Hill, NC (2016 – Present) • Caregiving Youth Research Collaborative (2015 – Present) • Healthier Boynton Beach Steering Committee (2015 – Present) • ARCH Lifespan Respite Technical Assistance Center Advisory Committee (2015 – Present) 	

- Florida Lifespan Respite Alliance (2014) then Board (2015 – Present)
- National Advisory Council, American Association of Caregiving Youth (2013- Present)
- Palm Beach County Family Caregiver Coalition Wellness Promotion Task Force – The School District of Palm Beach County (2009 – Present)
- School Health Advisory Council (2009 – Present)
- Advisory Board, Mollie Wilmot Center of Palm Healthcare Foundation (2008 – 2011)
- Advisory Council, Caregiving Youth Project (2007 – Present)
- Board President, American Association of Caregiving Youth, Inc., formerly Volunteers for the Homebound & Family Caregivers (1998 – Present)
- Statewide Steering Committee – Faith in Action programs of FL (2007 – 2008)
- Advisor – National Alliance for Caregiving/United Hospital Fund Research Project on Young Caregivers; (2003 – 2005)
- Director then Honorary - Florida Respite Coalition (2002 – 2008)
- Director - Soroptimist International of Boca Raton/Deerfield Beach (2001 – Present)
- Director - NE Focal Point C.A.S.A. – Deerfield Beach, FL (1994 – 2001)

AmeriCorps Volunteer , Area Agency on Aging – West Palm Beach, FL	2004 – 2006
Florida State Representative , National Family Caregivers Association	1999 – 2012

SELECTED PUBLIC PRESENTATIONS

- | | |
|--|-------------|
| Presentations | 2000 – 2010 |
| <ul style="list-style-type: none"> • APA – “Experiences of Child Caregivers: What Do We Know Now” – San Diego, CA • Update on National Caregiving Issues – Caregiver Summit, Lakeland, FL • Communication Counts! Managing Your Doctor’s Visit – Alzheimer’s Foundation Conference, Orlando, FL | |

- Hospice Foundation of America Teleconference, “Caregiving & Loss” – local panelist; Alzheimer’s Community Care Association, W. Palm Beach, FL
- Well Spouse Caregivers Event, Detroit Michigan – “Becoming a Visible Caregiver”
- Broward Association of Rehabilitation Nurses – “Recognizing the Family Caregiver in the Rehab Setting
- Partnership on Aging – “Impact of Caregiving” Boynton Beach, FL
- “In the Midst of Moyers” Boca Raton Community Hospital, Boca Raton, FL
- State of FL Caregiver Forum – Safety Harbor, FL
- Caring for the Caring Forum – JFK Hospital, Lantana, FL
- Current Issues of Family Caregiving, Catholic Charities – Maitland, FL & Polk County Caregivers Association – Lakeland, FL.
- “Five Wishes & Beyond” – Boca Raton, FL
- “Trends & Issues in Family Caregiving” Leadership Institute in Active Aging (12 classes) – Area Agency on Aging of Palm Beach & Treasure Coast, West Palm Beach, FL.
- “Young Caregivers – A US Frontier” – United Hospital Fund, NY; “Caregiving Youth Project of Pinellas”, Largo, FL
- “Youth Caregiver Project for School Nurses”, Boca Raton, FL; “Children as Caregivers”, West Palm Beach, FL
- “Invisible Family Heroes”, Miami, FL; “Unrecognized Voices”, Ft, Lauderdale, FL; “Behind Boca’s Doors”, Boca Raton, FL

SELECTED INTERVIEWS THROUGH 2010

“Teen Talk” – Broward County Education Network	2010
Huffington Post	2010
Beclose.com	2010
Florida Psychiatric Society	2010

Seniors & Family Advisory Services	2010
The Education Network (T.E.N.)	2010
Forum for Nonprofits	2010
WPTV – Making a Difference	2009
NPR Behind Closed Doors	2009
Voice of America	2009
CBS National Radio	2009
New York Times	2008
Nonprofit Forum	2008
Studio 10 in Tampa	2008
MSN.com	2007
NPR Morning Edition with Joe Shapiro Interview	2006
Dollars and Sense Talk Show Guest	2006
Senior Lifestyles Talk Show Guest	2005
Good Work Radio Talk Show Guest	2004
Rose Lee Archer Cable Talk Show Guest	2003
Jewel Littenberg Radio Talk Show Guest	2003
WashingtonPost.com Health Talk Guest	1999

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Journal Articles

Carter, E., Siskowski, C., Johnson, C., Belkowitz, J., Olson, E. (2021) Childrens' and Adolescents'

- Provision of Caregiving to the Family: Associations with Emotional, Social, Physical, and Academic Risk and Individual Differences. (Pending). *Journal of Family Psychology*
- Siskowski, C. (2021). The Role of Caregiving Youth in Multi-generation Households. (Pending) – *Certified Senior Advisor Journal*.
- Assaf, R., Hudson, S., Marcy, S., Radbill, L., Van Speybroeck, A., Siskowski, C., Patel, M., Espinoza, J., (2018). Sibling Caregivers: A Mixed Methods Study & Family-Based Intervention Model in a Pediatric Hospital. *Journal of Health Education Research & Development*.
- Nickels, M., Belkowitz, J., Siskowski, C. (2018). Medication administration by Caregiving Youth: An inside look at how adolescents manage medications for family members. *Journal of Adolescence*.
- Najjar, N., Belkowitz, J., & Siskowski, C. (2018) Caregiving Youth in the United States: A Policy Perspective. *The Florida Pediatrician*, 37 (1), 29-31.
- Greene, J., Cohen, D., Siskowski, C. & Toyinbo, P. (2015). The impact of family caregiving on the mental health of emerging young adult caregivers. *Journal of Behavioral Health Services & Research*.
- Assaf, R., auf der Springe, J., Siskowski, C., Ludwig, D., Mathew, S., & Belkowitz, J. (2015) Participation Rates and Perceptions of Caregiving Youth Providing Home Health Care. *Journal of Community Health*.
- Watrous, M. & Siskowski, C. (2013). Student pharmacists' role with caregiving youth. *Student Pharmacist*, July-August, 10.
- Cohen, D., Foyle, K., & Siskowski, C. (in preparation). Application of the selection, optimization, and compensation (SOC) model to study the impact of youth caregiving on adolescent identity.
- Viola, D., Arno, P., Siskowski, C., Cohen, D., & Gusmano, M. (2012). The economic value of youth caregiving in the United States. *Relational Child and Youth Care practice*, 25(2), 10-13.
- Cohen, D., Greene, J., Toyinbo, P., & Siskowski, C. (in preparation). The impact of family caregiving on the mental health of young adults ages 18-24. *Family Process*.
- Cohen, D., & Siskowski, C. (in preparation). Health and social policies for caregiving youth. *Health Affairs*.
- Siskowski, C., & Cohen, D. (in preparation). Evaluation of a caregiving youth project in middle schools. *Journal of Middle Schools*.

Barber, M. & Siskowski, C. (2008). Youth caregivers: Unrecognized providers of care. *Pediatrics*, 121(4), 873-874.

Siskowski, C. (2008). Office visit 101, Part I: It's a two-way street. *care Advantage*, 16-17.

Diaz, N., Siskowski, C., & Connors, L. (2007). Latino young caregivers in the United States: Who are they and what are the academic implications of this role? *Child Youth Care Forum*, 36(4), 131-140.

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Siskowski, C. (2001, 2004, 2006, 2009). Double duty – family caregiving. Also repurposed for Physical and Occupational Therapists *Nursing Spectrum*, PA.

Book Chapters

Siskowski, C., & Gwyther, L. (2012). Education, training and support programs for caregivers of individuals with Alzheimer's Disease. *Caregiving for individuals with Alzheimer's Disease*. Talley and Bart, editors.

Siskowski, C. (2009). Adolescent caregivers. In K. Shifren (Ed.), *How caregiving affects development*. Washington, DC: American Psychological Association.

Siskowski, C. T. (2004). *Middle school student responses to family health questions: The effects of family caregiving on the education of middle school students with family health issues*. Doctoral Dissertation.

Poster Presentations

Siskowski, C. (2013). The Caregiving Youth Project – A Local Solution. National Association of School Nurses, Orlando.

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Viola, D., Arno, P., Gustamo, M., Siskowski, C., Cohen, D. (2010) Family carers in the United States. International Conference on Evidence-Based Policy in Long Term Care, September, London.

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Greene, J., Toyinbo, P., Siskowski, C., & Cohen, D. (2009). The impact of family caregiving on the well-being of youth caregivers. Paper presented at the annual meeting of the Undergraduate Research Conference, November, Las Vegas, NV.

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Greene, J., Toyinbo, P., Siskowski, C., & Cohen, D. (2009). The impact of family caregiving on the well-being of youth caregivers: A secondary data analysis of middle school students. USF Honors Program Presentation.

Foyle, K., Siskowski, C., & Cohen, D. (2008). Impact of family caregiving on the well-being of adolescents. Paper presented at the annual Gerontological Society of America meeting, November, Washington, DC.

Technical Reports

Cohen, D., Martinez-Tyson, D., & Greene, J. (2010). *Evaluation of the impact of the Caregiver Youth Program by children and family members*. Tampa, FL: Louis de la Parte Florida Mental Health Institute, University of South Florida.

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Cohen, D., Greene, J., & Siskowski, C. (2009). *USF caregivers: A university-based caregiver support program*. Tampa, FL: Louis de la Parte Florida Mental Health Institute, University of South Florida.

Magazine Articles

Belkowitz, J. & Siskowski, C. (2012). Caregiving Youth Hidden in Your Practice.

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Siskowski, C. (2005). What's New in the Status of Family Caregiving? *The Health & Social Services Networker*, FL.

Siskowski, C. (2003). Young Caregivers in Palm Beach County, FL, United Hospital Fund Foundation, NY.

Siskowski, C. (2001). *Stepping up to the Plate: Creating a Hopkins/NFCA Team*, *Vigilando*. Baltimore, MD.

Ford, C. (2000). 'There's No Place Like Home' Physician Care (2000), *Take Care!*, Kensington, MD; reprinted in *Capsule*, (2000), Philadelphia, PA.

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Ford, C. (1999). Understanding the Needs of Family Caregivers. *The Business and Aging Networker*, Vol. 7, 3.

Advocacy Editor and Columnist, "On Your Behalf," *Today's Caregiver*, Hollywood, FL (1998-2000)

Some Web Publications

Blog Contributor (2014-2015), www.agingcare.com

Me. A Caregiver? (2009), www.caringforyouragingparents.org

Siskowski, C. (2008), *Caregiving youth in Largo middle and high schools*. www.aacy.org/publications

Levels of Responsibility (2007), www.aacy.org/publications

Caregiving Youth in Largo Middle & High Schools (2006), www.aacy.org/publications

From Their Eyes (2003), www.aacy.org/publications

Caregiving 101 (2001), Boca Raton, FL, www.aacy.org/publications

**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: Citizens Advisory Committee on Health & Human Services (CAC/HHS) Advisory | Not Advisory |

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: October 1, 2021 To: September 30, 2024

Seat Requirement: Knowledge of Health & Human Services System of Care Seat #: 10

*Reappointment or New Appointment or ex-officio 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: Tate-Boldt Heather

Occupation/Affiliation: Licensed Clinical Social Worker, Executive Director

Owner Employee Officer

Business Name: The Community Christian Counseling Center

Business Address: 9625 Miroy Trail

City & State: Palm Beach Gardens Zip Code: 33410

Residence Address: 515 East Redwood Dr.

City & State: Lake Park FL Zip Code: 33403

Home Phone: () 786 385 3726 Business Phone: (601) 622 5423 Ext. 1

Cell Phone: () 561 876 8459 Fax: ()

Email Address: hetateboldt@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:

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

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary)			
OR			
NONE <input type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity) <input checked="" 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-80 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 5/28/21, 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: Heather Tate-Bor Date: 5/28/21

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) 233-0724.

Return this FORM to:
David Rafaldus, Community Service Department (Administration)
810 Datura Street
West Palm Beach, Florida 33401
(561) 355-4705 drafaidu@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: [Signature] Date: 6/21/21

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

Revised 10/13/2020

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.

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_____	_____	_____	_____
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OR			
NONE <input type="checkbox"/>		NOT APPLICABLE/ (Governmental Entity) <input checked="" type="checkbox"/>	

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AND

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 West Palm Beach, Florida 33401
 (561) 355-4705 drafaldu@pbcgov.org

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Revised 10/13/2020

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.

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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

NOT APPLICABLE/
(Governmental Entity)

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 810 Datura Street
 West Palm Beach, Florida 33401
 (561) 355-4705 drafaldu@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: [Signature] Date: 7/2/21

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

Revised 10/13/2020

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.

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_____	_____	_____	_____

(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-80 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 5/28/21
 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: Heather Tate-Bolt Date: 5/28/21

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) 233-0724.

Return this FORM to:
David Rafaidus, Community Service Department (Administration)
810 Datura Street
West Palm Beach, Florida 33401
(561) 355-4705 drafaidu@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: [Signature] Date: 7/6/21

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

Revised 10/13/2020

Palm Beach County, Florida

Citizens Advisory Committee on Health & Human Services (CAC/HHS)

“CAC/HHS Application for Membership (Committee and ex-officio members)”

Part 1: Applicant Name: Heather Tate-Boldt

Part 2: CAC/HHS Membership

(All CAC/HHS members must reside in Palm Beach County at the time of appointment and while serving on the Board)

How did you hear about the Palm Beach County Citizens Advisory Committee on Health & Human Services (CAC/HHS)?

First I heard of the CAC by a member of my board of directors at ET 801, Jupiter Resource Center/non profit. I am currently a member of the CAC and work in mental health serving the community -

The CAC/HHS meets once a month (currently on the second Thursday of each month) for a two – hour meeting (from 9:00 am to 11:00 am). The meetings usually take place at the PBC Community Service Department (Basement Conference Room) located at 810 Datura Street, West Palm Beach, Florida 33401. CAC/HHS membership requires compliance with County attendance policies (Resolution R2002-1606). Additionally, Resolution R-2013-1563 states that the Mission of the Committee shall be to assist the Board of County Commissioners in the assessment of need, planning, implementation and evaluation of a System of Care, as defined in the Health & Human Services Element of the Palm Beach County Comprehensive Plan.

Why do you want to be a CAC/HHS or ex-officio member? I have worked in non-profit agencies that have received FSA funding and have experienced first hand the impact of the CSD and CAC/HHS has on the community. It is important to be involved in the community's services to the public and to ensure that services are robust, fair and equitable.

Membership on the CAC/HHS represent the components of the Health and Human Services System of Care. Which components of the System of Care would you represent and have knowledge about?

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Public Health/Health Care | <input type="checkbox"/> Physical Health/Food Security | <input checked="" type="checkbox"/> Behavioral Health |
| <input type="checkbox"/> Developmental Services | <input type="checkbox"/> Access to Justice | <input type="checkbox"/> Adult and Elderly Services |
| <input checked="" type="checkbox"/> Education & Training | <input type="checkbox"/> Recreation | <input type="checkbox"/> League of Cities Representative |
| <input type="checkbox"/> Municipalities | <input type="checkbox"/> Housing/Affordable Housing | <input type="checkbox"/> Resident West of 20 Mile Bend |
| <input type="checkbox"/> Business & Economic Development/Strong Local Economy | <input type="checkbox"/> Planning/Research & Evaluation | <input checked="" type="checkbox"/> Other: <u>Faith Communities</u> |
| <input type="checkbox"/> Transportation/Sustainable Transportation | | |
| <input type="checkbox"/> Florida Department of Health in PBC | | |
| <input type="checkbox"/> Children & Family Services/Child & Youth Care | | |

Part 3: Special Skills and Involvement

Please respond briefly to the questions below. If you need more space, feel free to continue to a separate sheet of paper and attach it to this application. You may attach a current resume.

What special skill, educational background, perspectives or life experience do you think you will bring to the CAC/HHS? Include personal, professional or volunteer experience. If you were a previous CAC/HHS member or ex-officio member, what new experiences would you bring to the CAC/HHS?

Worked for many years at the County mental health hospital. Currently LCSW and a therapist working w/ families, adults, adolescents with mental health issues. I also work closely with the uninsured Spanish speaking population offering supportive services and trauma informed therapy. My office partners with local attorneys to ensure these families are cared for in terms of legal issues.

Part 4: Communication

Community Service Staff will be contacting you vial mail, email and/or telephone about meeting activities. Please tell us how you prefer to be contacted:

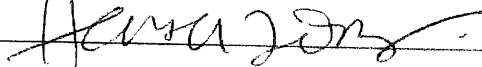
- I prefer to receive calls and messages at: Home Work Other
- I prefer to receive mail at: Home Work Other
- I prefer to receive email messages at: Home Work Other

Calls/Messages: 561-676-8459
Mail: 515 E Redwood Dr. Lake Park FL 33403
Email: betateboldt@gmail.com

Part 5: Statement of Member Commitment

As a member of the Palm Beach County Citizens Advisory Committee on Health & Human Services (CAC/HHS), you are subject to Florida's Government-In-The-Sunshine requirement. Certain personal requirements are placed on you and your conduct with other members, the public at large and the Department of Community Services.

Certain assurance pertaining to potential conflicts of interest must be executed by all members of the Palm Beach County Citizens Advisory Committee on Health and Human Services. Disclosure of business and personal relationships with agencies or individuals benefitting from award of funding must be given each time an issue is raised which could present a conflict of interest. Committee members must indicate prior to discussion any potential conflicts. Contact the Community Service Department, County Attorney liaison and Commission on Ethics concerning voting on issues presenting a potential conflict.

Signature of Applicant:  Date: 5/28/21

Heather Tate-Boldt, LCSW

515 East Redwood Drive, Lake Park 33403

hetateboldt@gmail.org Cell: 561-676-8459

HIGHLIGHTS

- Program Design & Implementation
- Volunteer & Staff Management
- Impact Evaluation and Monitoring
- Strategic Planning
- Leadership Training Facilitator
- Behavioral Health Management
- Bilingual in Spanish & English
- Financial Management & Budgeting
- Collaborative Community Partnerships
- Individual and Group Therapy

EXPERIENCE

The Community Christian Counseling Center Executive Director

Feb 2020-Current

Palm Beach Gardens, FL

The nonprofit center offers psychotherapy through insurance and sliding fee scale. All services offered to those regardless of faith background and ability to pay.

- Provide individual and group therapy for adults, adolescents and families in Spanish and English.
- Representative of Center, providing leadership and training within community.
- Maintain policy and procedures of therapeutic services to meet funding guidelines.
- Hire, direct and implement programming goals and staff development.
- Grant writing, reporting and evaluation
- Strategic Plan monitoring and implementation.
- Develop and monitor center's quality and assurance and utilization review.
- Formulate clinical services budgets and maintain accounting system that meets required standards.
- Consulting services, leadership development for non-profits, churches and pastoral teams.

Member of the Palm Beach County Citizens Advisory Committee on Health and Human Services

Current

El Sol, Jupiter's Neighborhood Resource Center Chief Program Officer

May 2017 – Feb 2020

Jupiter, FL

Within first 6 months developed and executed case management policies and procedures to meet strategic goals in line with funding requirements.

- Lead program management of labor, case management, worker development and educational programs.
- Write policy and procedures of case management program to meet funding guidelines.
- Hire and organize staff, set programming goals and deliver on objectives.
- Strategic Plan monitoring and implementation.
- Formulate budgets and maintain accounting system that meets required standards.
- Grant writing, reporting and evaluation.
- Meet with donors to ensure cohesion between funding and programming.
- Evaluate program improvements and drive recommendations to policy.
- Seek funding and resources from a broad range of sources.
- Work within the community to promote access and awareness of current systems of care.
- Provided individual counseling as it related to case management services and access to care.

Member of the Palm Beach County School District Diversity and Equity Committee

Heather Tate-Boldt, LCSW

515 East Redwood Drive, Lake Park 33403

hetateboldt@gmail.org Cell: 561-676-8459

United Methodist Church Leadership & Consultant

Aug 2018 –Current

- Staff and Parish Leadership council member at Trinity United Methodist Church, PGA
- Facilitator and Trainer on Point of View sessions provided by UMC Way Forward conversations
- Provided strategic planning sessions on issues of communication and program implementation with Pastoral Teams in 4 congregations
- Facilitator and Trainer on Church Staff and Lay Leadership in handling difficult conversations
- Facilitator and consultant for "Discovery Team", leadership group Trinity United Methodist Church, PGA

Jerome Golden Center for Behavioral Health

January 2011 – May 2017

Supervisor Discovery Group Program & PHP

West Palm Beach, FL

- Directed outpatient day program, partial hospitalization & group therapy for clients with mental illness. Financial responsible for \$510K for PHP & \$1.1 million for Discovery Group Programs.
- Supervised 23 staff, programming & billing procedures for Medicaid/Medicare Billing for 200 clients.
- Trained staff on state and federal policy and procedures, risk management, customer service, clinical training on trauma informed care, mental illness/co-occurring disorders, agency goals and mission.

Inpatient Social Worker and MSW Registered Clinical Intern

- Individual & Group Therapy on inpatient unit; biopsychosocials, after-care for both outpatient and Clinical Inpatient and outpatient treatment planning.
- Coordinated with family members, agencies and patients to ensure adequate care and discharge planning. Spanish translator for mobile crisis and on the unit as needed.
- Provided Intake Assessments through mobile crisis team in Spanish.

Director of Programs

January 2012 – March 2015

Puerta Abierta, Holy Spirit Episcopal Church

West Palm Beach, FL

- Self-started social program by writing grant to offer case management, and therapeutic services to the Spanish speaking clients. Managed volunteers to run program. Provided culturally competent, trauma informed individual and group therapy in Spanish and English to those in need.
- Collaborated with local schools and homeless support program for families within the community.
- Created weekly literacy program in Spanish and English for local children working with the community garden.

Literacy Program Coordinator

January 2013–September 2014

El Sol & Palm Beach County Schools

Jupiter, FL

- Developed bilingual curriculum for children designed to promote reading, writing and communication in Spanish using creative methods that were inspired by healthy eating and healthy cooking.

Patient Care Coordinator

November 2007 – December 2011

Palm Beach Wellness Center

West Palm Beach, FL

- Provided case management and counseling for clients following a nutritional plan.
- Assisted physician with issues related to client care, medical testing and insurance.

Office Manager of Pulmonary Physicians of South FL,

Miami, FL

April 2004 – January 2007

Heather Tate-Boldt, LCSW

515 East Redwood Drive, Lake Park 33403

hetateboldt@gmail.org Cell: 561-676-8459

Managed and supervised 17 staff in 6 physician practice. In charge of schedule, staffing, medical billing of office and hospital procedures in South Miami.

Director of Volunteers **May 1997 – December 2003**
Planned Parenthood of the Rocky Mountains **Denver, CO**
 Managed training and placement of 400 volunteers working in a six state region
Certified State HIV Counselor & Public Affair spokesperson **2002**

EDUCATION

Bachelor Degree: Women's Studies The University of Colorado - Boulder, CO **1996**
Instituto Tecnológico y de Estudios Superiores de Monterrey México,
Spanish Language Program Fluency
Masters Degree: Social Work Barry University - West Palm Beach, FL **1995**
Licensed Clinical Social Worker SW 14164 **2017- Current**

Certified Internship Supervisor for Master Level SW Students **Current**
Certified in Trauma Informed Care as Practice **2019**

VOLUNTEER EXPERIENCE

Children's Leadership Team & Mentor with Youth, Trinity United Methodist Church **2017 - Current**
Group Facilitator, Peer Place, Mental Health Association **2013**
Youth Group Leader: weekly meetings, events, mission trips, conference participation
 St. Stephen's FL 2006-2007, Holy Spirit Episcopal
 2008-2011
Migrant Health Care with Salud Family Health, CO **2002**
Multiple Mission Trips, & work with Ministry of Health in Nicaragua, Honduras, Nicaragua **2000-2006**

RESOLUTION NO. R- 2013-1563**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING AND REPLACING RESOLUTION R-2001-0913; PROVIDING FOR THE CITIZENS ADVISORY COMMITTEE ON HEALTH AND HUMAN SERVICES**

WHEREAS, the Florida Statutes and the Florida Administrative Code recognize the importance of citizen participation in the development and evaluation of comprehensive plans; and

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida, established the Citizens Advisory Committee on Health and Human Services on November 13, 1990, pursuant to Resolution R-90-1978; and

WHEREAS, Resolution R-90-1978 was subsequently amended by Resolutions R-93-317 and R-99-54, which were repealed and replaced by Resolution R-2001-0193; and

WHEREAS, there is a need to further amend the resolution pertaining to the Citizens Advisory Committee on Health and Human Services to more clearly define the Committee's roles and responsibilities and bring the resolution into compliance with the Board of County Commissioners' uniform policies and procedures on advisory boards as provided in Resolution R-2013-0193; and

WHEREAS, repealing and replacing Resolution R-2001-0193, pertaining to the Citizens Advisory Committee on Health and Human Services, will simplify future reference.

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

- I. **Repeal and Replacement of Prior Resolution;** Resolution R-2001-0913 is hereby repealed and replaced with the following:

Section 1. Creation of the Palm Beach County Citizens Advisory Committee on Health and Human Services. There is hereby established an Advisory Committee to be known as the "Palm Beach County Citizens Advisory Committee on Health and Human Services" herein referred to as the "Committee."

Section 2. Mission Statement. The mission of the Committee shall be to assist the Board of County Commissioners in the assessment of need, planning, implementation and evaluation of a System of Care, as defined in the Health and Human Services Element of the Palm Beach County Comprehensive Plan.

Section 3. Roles and Responsibilities. The Committee shall have the following roles and responsibilities:

- A. To make recommendations on the collection of data necessary to analyze the health and human service needs of the people of Palm Beach County.
- B. To create a forum for citizen participation for all phases of the Health and Human Services Element of the Palm Beach County Comprehensive Plan development and amendment process. Further, the Committee shall make recommendations to the Planning Commission and the Board of County Commissioners regarding amendments to the Health and Human Services Element of the Palm Beach County Comprehensive Plan, and shall review the implementation status of the Health and Human Services Element of the Comprehensive Plan on an annual basis.
- C. To create a forum for citizen participation, the Committee shall specifically provide for consumer, minority and affected party input on an issue by issue basis to allow for those affected to be involved in the Committee's activities.
- D. To make recommendations on an annual basis during the Financially Assisted Agency funding process regarding service and funding priorities, outcomes and contract requirements.
- E. To serve as a link to local and regional health and human service planning organizations. Linkages may include ex-officio member appointments of the Committee, participation in other agency planning processes, and multi-agency task forces to resolve specific problems. Further, all agencies and staff within the auspices of the Board of County Commissioners shall provide data, information and such support as reasonably required, and shall otherwise work in cooperation with the Committee in pursuing the Board of County Commissioner's health and human service goals, objectives and policies. The purpose of such linkages is to facilitate the Committee in achieving its mission.
- F. 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.
- G. To perform such other duties as may be required from time to time assigned by the Board of County Commissioners.

Section 4. Membership. The Committee shall be comprised of eleven (11) members. The total membership of the Committee shall, at a minimum, represent the components of the Health and Human Services System of Care: public health, physical health, behavioral health, developmental services, children and family services, adult and elderly services, education, recreation, workforce development, municipalities, business and economic development, planning/research & evaluation, transportation, and housing. All members must reside in Palm Beach County at the time of appointment and while serving on the Board, and have knowledge of at least one component of the System of Care. Membership shall be representative of the racial, ethnic and geographic diversity of Palm Beach County. At least one member shall be a resident of west of 20 mile bend. At least one member shall be a representative of the Palm Beach County League of Cities. At least one member shall be a representative of the Florida Department of Health in Palm Beach County.

- A. Appointment. Members shall be appointed at large by the Board of County Commissioners, and serve for staggered terms of three (3) years, with a limit of three (3) consecutive terms. Terms shall begin on October 1st, and end on September 30th.

Vacancies occurring during a term shall be filled for the unexpired portion of the term, and shall not count towards the member's term limits.

- B. Member Nominations. The nomination process shall begin ninety (90) days prior to the expiration of a member's term, or immediately in the event of an unplanned vacancy. The Board of County Commissioners shall be notified and requested to provide nominations for committee appointment. The Palm Beach County Health Department and the Palm Beach County League of Cities will each be requested to submit a nomination. Nominees submitted by the Committee, the Palm Beach County League of Cities, the Palm Beach County Health Department and individual Commissioners will be transmitted to the Board of County Commissioners. An approved board appointment form, with attached resume, must be completed for all nominees prior to transmittal.
- C. Ex-officio Members. Ex-officio members may be appointed by a majority vote of the Committee, or as directed by the Board of County Commissioners, for the purpose of assisting the Committee in achieving its mission.
- D. Conflict of Interest. Members shall be governed by the applicable provisions of Florida Code of Ethics for Public Officers and Employees and the applicable provisions of the Palm Beach County Code of Ethics.
- E. Compensation. Members shall receive no compensation for services, but may be entitled to travel reimbursement incurred only for travel outside Palm Beach County necessary to fulfill board member responsibilities and only when sufficient funds have been budgeted and available as set forth in PPM CW-O-038. Approval Authority for pre-authorized board member travel is designated to the County Administrator and Deputy County Administrator and shall be in accordance with PPM CW-F-009. No other expenses will be reimbursable except documented long distance telephone calls to the liaison County department.
- F. Attendance. Members 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 a failure to attend a meeting. Members removed pursuant to this paragraph shall not continue to serve on the Committee and such removal shall create a vacancy.

Section 5. Officers. A chair and vice-chair shall be elected by a majority vote of the Committee and shall serve for a term of one year, but not to exceed two consecutive terms in any one office. The duties of the chair shall be to:

- (A) Call Committee meetings and organize the agenda for the same;
- (B) Preside at committee meetings;
- (C) Establish subcommittees, appoint subcommittee chairs, and charge subcommittee with specific tasks;
- (D) Serve as primary liaison with staff; and
- (E) Perform other functions as the committee may assign.

The vice-chair shall perform the duties of the chair in the chair's absence and such other duties as the chair may assign.

If a vacancy occurs in the office of the chair, then the position shall be assumed by the vice-chair for the remainder of the term. Any remaining vacancies shall be filled through a majority vote of the Committee.

Any officer may be removed from office by a majority vote of the Committee whenever the best interest of the Committee and public would be served.

Section 6. Meetings. The Committee shall meet on a regular basis. A quorum must be present for the conduct of all regular meetings. A majority of the members appointed shall constitute a quorum. The chairperson may call a meeting or a meeting may be called upon the written request of three members.

A. **Subcommittees.** The Committee will conduct its business through one (1) standing sub-committee, the Executive Committee, and ad hoc sub-committees, work groups, and other appropriate forums as needed. The Executive Committee will consist of the Officers, the Immediate Past Chair, a representative whose residence is west of 20 mile bend and a representative of the Palm Beach County League of Cities. The purpose of the Executive Committee is to review and evaluate matters arising between regular Committee meetings, and to solicit and recommend member nominations for transmittal to the Board of County Commissioners. Ad hoc sub-committees shall be chaired by a Committee member.

B. **Conduct of Meetings.** All meetings shall be governed by Robert's Rules of Order and shall comply with the Sunshine Law. Reasonable public notice of all meetings shall be provided. All meetings of the Committee shall be open to the public at all times and minutes shall be taken at each meeting.

Section 7. Administration. Staff for the Committee shall be provided through the Department of Community Services.

Section 8. Uniform Policies and Procedures of Advisory Boards. The Committee shall be subject to the uniform policies and procedures established by the Board of County Commissioners for Advisory Boards as currently set forth in Resolution No. 2013-0193, as may be further amended by action of the Board of County Commissioners.

II. **Effective Date.** The provisions of this resolution shall become effective upon approval of the Board of County Commissioners.

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


Commissioner Steven L. Abrams, District 4	-	<u>Aye</u>
Commissioner Priscilla A. Taylor, District 7	-	<u>Aye</u>
Commissioner Hal R. Valeche, District 1	-	<u>Aye</u>
Commissioner Paulette Burdick, District 2	-	<u>Aye</u>
Commissioner Shelly Vana, District 3	-	<u>Aye</u>
Commissioner Mary Lou Berger, District 5	-	<u>Aye</u>
Commissioner Jess R. Santamaria, District 6	-	<u>Aye</u>

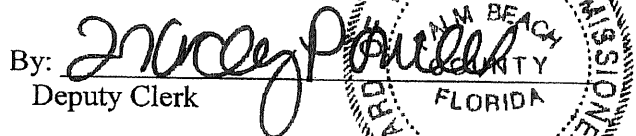
The Chair thereupon declared the Resolution duly passed and adopted this 5th day of November 2013.

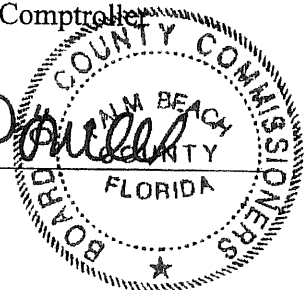
**APPROVED AS TO FORM
LEGAL SUFFICIENCY**

**PALM BEACH COUNTY, FLORIDA
BOARD OF COUNTY COMMISSIONERS**

Sharon R. Bock, Clerk & Comptroller
Palm Beach County

By: 
County Attorney

By: 
Deputy Clerk





**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
CITIZENS ADVISORY COMMITTEE ON HEALTH & HUMAN SERVICES**

I. AUTHORITY :

Resolution No. R90-1978, adopted November 13, 1990; amended by Resolution No. R93-317; amended by Resolution No. R2001-0913, adopted on June 19, 2001; Repealed and Replaced by R2013-1563, adopted November 5, 2013.

II. APPOINTING BODY :

Board of County Commissioners

III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :

This Committee shall consist of eleven members which will represent the components of the Health and Human Service System of Care: public health, physical health, behavioral health, developmental services, children and family services, adult and elderly services; education, recreation, workforce development, municipalities, business and economic development, planning/research and evaluation, transportation and housing. All members must reside in Palm Beach County and have knowledge of at least one component of the System of Care. Membership shall be representative of the racial, ethnic and geographic diversity of PBC. At least one member shall be a resident of west of 20-mile bend. At least one member shall be a representative of the PBC League of Cities. At least one member shall be a representative of the Florida Department of Health in PBC. Members shall be appointed at -large by the BCC, and serve for staggered terms of three years, with a limit of three consecutive terms. Terms shall begin on October 1st and end on September 30th. Vacancies occurring during a term shall be filled for the unexpired portion of the term, and shall not count towards the member's term limits. Members 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.

EXTENDED COMPOSITION :

IV. MEETINGS :

Second Thursday of the month, 8:30 a.m. at 810 Datura Street, West Palm Beach.

V. FUNCTIONS :

A) To make recommendations on the collection of data necessary to analyze the health and human service needs of PBC; B) To create a forum for citizen participation for all phases of the Health and Human Services Element of the PBC Comprehensive Plan development and amendment process. The Committee shall make recommendations to the Planning Commission and the BCC regarding amendments to the Health & Human Services Element of the PBC Comprehensive Plan, and review the implementation status of the Health & Human Service Element of the Comprehensive Plan on an annual basis; C) To create a forum for citizen participation, to specifically provide for consumer, minority and affected parity input on an issue by issue basis to allow for those affected to be involved in the Committee's activities; D) To make recommendations annually during the Financially Assisted Agency process regarding service and funding priorities, outcomes and contract requirements; E) To serve as a link to local and regional health and human service planning organizations; F) Submit an annual narrative report to the Agenda Coordinator; and G) To perform other duties assigned by the BCC.

* indicates a member having an action pending

VI. LIAISON INFORMATION :

LIAISON DEPARTMENT

Community Services

CONTACT PERSON

David Rafaidus

ADDRESS

810 Datura St
West Palm Beach FL 33401
Phone # 561-355-4705

* *indicates a member having an action pending*



CITIZENS ADVISORY COMMITTEE ON HEALTH & HUMAN SERVICES

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	Charles "Randy" R. Palo randy.palo@cscpbc.org Children's Services Council of Palm Beach County 2300 High Ridge Rd Boynton Beach FL 33426	Member	CA	M	561-740-7000 X2196	A Component of the Health & Human Services System of Care	10/01/2015		09/30/2021
NOMINATED BY :									
2	Merlene Ramnon merlene.Ramnon@flhealth.gov Florida Department of Health, Palm Beach County - Administration 800 Clematis St West Palm Beach FL 33401	Member	AA	F	561-514-5303	Florida Department of Health Rep.	10/08/2019		09/30/2022
NOMINATED BY : Palm Beach County Health Department									
3	Thomas W. Cleare tcleare@hcdpbc.org 4413 Fuschia Cir S Palm Beach Gardens FL 33410	Member	CA	M	561-624-1008	A Component of the Health & Human Services System of Care	10/01/2016		09/30/2022
NOMINATED BY :									
4	Christine E. Koehn ckoehn@farrisfdn.org The Celia Lipton Farris & Victor W. Farris Foundation, Inc. 250 S Australian Ave Ste 1403 West Palm Beach FL 33401	Member	CA	F	561-841-6360	A Component of the Health & Human Services System of Care	12/18/2012	09/18/2018	09/30/2021
NOMINATED BY :									

* indicates a member having an action pending

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

5	Elisa Cramer elisa.cramer@myffamilies.com Florida Department of Children & Families 111 S Sapodilla Ave West Palm Beach FL 33401	Member	AA	F	--	A Component of the Health & Human Services System of Care	10/01/2020	09/30/2023
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NOMINATED BY :

6	Anne Caroline M Valtin annecarolineinc@gmail.com 15231 Sunnyland Ln Wellington FL 33414	Member	CA	F	727-678-8677	A Component of the Health & Human Services System of Care	10/01/2020	09/30/2023
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NOMINATED BY :

7	Constance Siskowski csiskowski@gmail.com 2021 NW 53rd St Boca Raton FL 33496	Member	CA	F	--	A Component of the Health & Human Services System of Care	10/08/2019	09/30/2021
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NOMINATED BY :

8	Anne M. Gerwig anne@aga-engineering.com Alan Gerwig & Associates, Inc. 12798 W Forest Hill Blvd Ste 201 Wellington FL 33414	Member	CA	F	--	PBC League of Cities Representative	10/01/2014	10/01/2020	09/30/2023
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NOMINATED BY : Palm Beach County League of Cities

* indicates a member having an action pending

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

9	Inger L Harvey iharvey@pahokeehousing.org 555 Barfield Hwy Pahokee FL 33476	Member	AA	F	--	Resident west of 20 Mile Bend	10/01/2020	09/30/2023
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NOMINATED BY :

10	Heather Tate-Boldt heather@friendsofelisol.org El Sol, Jupiter Research Center 106 Military Tr Jupiter FL 33458	Member	CA	F	--	A Component of the Health & Human Services System of Care	10/01/2018	09/30/2021
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NOMINATED BY :

11	Alan Bottorff alan.bottorff@gmail.com 14471 Paddock Dr Wellington FL 33414	Member	AA	M	561-408-3284	A Component of the Health & Human Services System of Care	08/20/2019	09/30/2022
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NOMINATED BY :

* indicates a member having an action pending

Citizens Advisory Committee on Health and Human Services – (CAC/HHS)
ATTENDANCE COMPLIANCE TRACKING FORM – TALLIED January 2021 to December 2021

Notes: IP = In Person, V = Virtual, NQ = No Quorum, Q = Quorum

Notes (cont.): FDOH = Florida Department of Health, LOC = League of Cities

CAC/HHS MEMBERS	JAN 1-31-21	FEB 1-31-21	MAR 1-31-21	APR 1-31-21	MAY 1-31-21	JUN 1-31-21	JULY 1-31-21	AUG Regular 1-31-21	SEP Regular 1-31-21	OCT Regular 10-1-21	NOV Regular 11-1-21	DEC Regular 12-1-21
PALO, Randy (Seat 1)	Yes Virtual	Yes Virtual	Yes IP	Yes IP	Yes IP	Yes IP	Yes IP					
RAMNON, Merlene (Seat 2 & FDOH Rep.)	Yes Virtual	Yes IP	Yes IP		Yes Virtual	Yes Virtual	Yes IP					
CLEARE, Dr. Thomas (Seat 3)	Yes Virtual	Yes Virtual		Yes Virtual	Yes Virtual	Yes Virtual	Yes IP					
KOEHN, Dr. Christine (Seat 4)	Yes IP	Yes Virtual	Yes Virtual	Yes IP	Yes IP	Yes IP	Yes IP					
CRAMER, Elisa (Seat 5)	Yes Virtual	Yes Virtual	Yes Virtual	Yes Virtual	Yes Virtual		Yes IP					
VALTIN, Anne Caroline (Seat 6)	Yes IP	Yes IP	Yes IP	Yes IP	Yes IP	Yes Virtual	Yes IP					
SISKOWSKI, Constance (Seat 7)	Yes Virtual	Yes IP	Yes IP	Yes IP	Yes IP	Yes IP	Yes Virtual					
GERWIG, Anne (Seat 8 & LOC Rep)	Yes IP	Yes IP		Yes Virtual	Yes IP	Yes IP	Yes IP					
HARVEY, Inger (Seat 9 & Glades Rep)	Yes Virtual	Yes Virtual	Yes Virtual	Yes Virtual	Yes IP	Yes Virtual	Yes Virtual					
TATE-BOLDT, Heather (Seat 10)	Yes Virtual	Yes IP	Yes Virtual		Yes Virtual	Yes Virtual						
BOTTORFF, Alan (Seat 11)	Yes IP	Yes Virtual	Yes IP	Yes IP	Yes Virtual	Yes Virtual	Yes Virtual					

CAC/HHS ex-Officio COMMITTEE MEMBERS

**ATTENDANCE COMPLIANCE TRACKING FORM – TALLIED January 2021 to December 2021
Citizens Advisory Committee on Health and Human Services**

CAC/HHS MEMBERS	JAN Regular 1-13-21 NO	FEB Regular 2-10-21 NO	MARCH Regular 3-10-21 NO	APRIL Regular 4-14-21 NO	MAY Regular 5-13-21 O	JUNE Regular 6-10-21 O	JULY Regular 7-13-21 O	AUG Regular 8-12-21	SEPT Regular 9-9-21	OCT Regular 10-16-21	NOV Regular 11-11-21	DEC Regular 12-10-21
COX GERLOCK, Dr. Barbara		Yes Virtual	Yes Virtual	Yes Virtual	Yes Virtual							
TATE, Houston	Yes Virtual		Yes Virtual	Yes Virtual	Yes Virtual							
STEPHENSON, Andrea												
KANNEL, Scot	Yes Virtual	Yes IP	Yes IP	Yes Virtual	Yes IP	Yes IP	Yes IP					