

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
SITTING AS THE  
CHILD CARE FACILITIES BOARD

BOARD APPOINTMENT SUMMARY

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Meeting Date: September 14, 2021
Department: Florida Department of Health, Palm Beach County
Submitted by: Division of Environmental Public Health
Advisory Board Name: Child Care Advisory Council
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I. EXECUTIVE BRIEF

Motion and Title: staff recommends motion to approve: appointment of (1) member to the Child Care Advisory Council to fill the positions listed below.

Table with 5 columns: SEAT #, NOMINEE:, REQUIREMENT:, Term, NOMINATED BY:. Rows include Ruta Varnavicius, Sue Ellen Calderon, and Colleen Kelly-Statler.

Summary: The Child Care Advisory Council is comprised of seven members who serve at the pleasure of the Board of County Commissioners. Members must consist of two members who represent and operate private child care facilities in Palm Beach County, one of whom operates a family day care home or large family child care home; one member who represents and operates a parochial child care facility in Palm Beach County; one consumer protection enforcement official; one member for fire protection, engineering or technology; and one member who, at the time of appointment, was the parent of a child attending a child care facility in Palm Beach County; and one representative from the Florida Department of Children and Families.

The applicant for reappointment to Seat 1, Ruta Varnavicius, is the president and operator of Bright Child Academy child care facilities. She has served on the Council since May 2018 and is recommended for reappointment for a second term.

The applicant for reappointment to Seat 5, Sue Ellen Calderon, is a Fire Safety Specialist with Palm Beach Fire Rescue, bringing over 15 years of experience in fire prevention and safety. She was appointed to the Council on July 13, 2021 to complete the term of a predecessor. She is recommended for appointment to her first full term of service.

The applicant for Seat 7, Colleen Kelly-Statler, is a contract manager with the Department of Children and Families with over 24 years of experience in serving children and families in Palm Beach County. She is recommended for appointment to complete the term of a predecessor.



The diversity count for the six seats currently filled is Caucasian: 3 (50.0%), African American: 2 (33.3%), and Hispanic-American: 1 (16.7%). The gender ratio (female: male) is 4:2. With this approval, the diversity count for the six seats will be Caucasians: 3 (50.0%), African American: 2 (33.3%), and Hispanic-American: 1 (16.7%). The gender ratio (female: male) is 5:1. Staff continues to address the need for increased diversity within our boards and will continue to encourage expansion of this Council's diversity. Countywide (HH).

**Background and Justification:** Pursuant to Chapter 59-1698, Laws of Florida, as amended by Chapters 77-620 and 2010-249, Laws of Florida; Palm Beach County Rules and Regulations Governing Family Child Care Homes and Large Family Child Care Homes as amended by Resolution R-2020-1522, adopted October 6, 2020, the Child Care Advisory Council (Council) is comprised of seven members who serve at the pleasure of the Board of County Commissioners (BCC). The Florida Department of Health, Palm Beach County serves as staff to the Council.

**Attachments:**

1. Board/Committee Applications
2. Resumes or Bios of Nominees
3. Current membership list from directory
4. Statute/ordinance/resolution
5. Copy of Memo to BCC (including returned applications with nomination approval signature)

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<b>Recommended by:</b>	<u></u>	<u>8.17.2021</u>
	Department Director	Date
<b>Legal Sufficiency:</b>	<u></u>	<u>8-24-2021</u>
	Assistant County Attorney	Date

**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):**

Board Name: CHILD CARE ADVISORY COUNCIL Advisory  Not Advisory

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

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

Seat Requirement: Private Child Care Facility Seat #: 1

\*Reappointment or  New Appointment

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

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

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

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

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

Name: Varnavicius Ruta  
Last First Middle

Occupation/Affiliation: \_\_\_\_\_  
Owner  Employee  Officer

**Business Name:** Bright Child Academy III, Inc

**Business Address:** 406 Federal Hwy

City & State Lake Park Zip Code: 33403

**Residence Address:** 301 Palmetto St

City & State West Palm Beach Zip Code: 33403

Home Phone: \_\_\_\_\_ Business Phone: 561-653-1258

Cell Phone: ( 561 )685-9847 Fax: ( )

Email Address: Brightchildacademy@hotmail.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>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary) OR			
NONE	<input type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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

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

By watching the training program on the Web, DVD or VHS on \_\_\_ Aug 1st, 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: \_\_\_\_\_ Printed Name: Ruta Varnavicius Date: 08/02/2021

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 355-1915.

Return this FORM to:  
 Courtney Shippey,  
 Florida Department of Health in Palm Beach County  
 800 Clematis Street, West Palm Beach, FL 33401

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

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

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

## RUTA VARNAVICIUS

**OBJECTIVE** For the last 9 years I'm showing an outstanding leadership in running/owning very successful Bright Child Academy preschools. Dedication and passion for providing quality child care that supports the whole development of each child in their program including fine/gross motor, cognitive, language, academic, social, and character is what separates Bright Child Academy preschools from others. Only striving for the best- all our locations are NAC accredited and Gold Seal awarded. Just recently we got accepted into Strong Minds program. My knowledge and 12-year experience in child care field could be applied in Palm Beach County Child Care Advisory Council and serving our community.

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**CORE STRENGTHS**

- RUNNING MEETINGS
- RESPONSIBLE
- PROFFESIONAL
- OFFICE PROCEDURES
- OUSTANDING PRESENTATION
- OUSTANDING CUSTOMER SERVICE

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**EXPERIENCE**

**BRIGHT CHILD ACADEMY PRESCHOOLS, WEST PALM BEACH, FL**  
**President/Owner/Director**  
Feb 2009-Present

- Running and managing two locations, third one on a way
- A leader for NAC accreditations and Gold Seal Awards
- Running monthly staff meetings
- Child Care Food Program manager
- In charge of ELC contract and monthly reports

**HOME AWAY FROM HOME PRESCHOOLS, PALM BEACH COUNTY, FL**  
**Assistant Director/Lead Teacher**  
Jan 2007-Feb 2009

- Responsible for Child Care Food Program
- Performed daily tasks in the front office
- Lead VPK teacher with outstanding VPK readiness scores from ELC
- Leader for Summer Camp Program

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EDUCATION

**DEERFIELD BEACH HIGH SCHOOL**

Deerfield Beach, FL

June 2004- graduated

**PALM BEACH STATE COLLAGE**

West Palm Beach, FL

Business Administration AA

August 2004-present

-First Aid/CPR certified

-Early Childhood Professional Certificate

-Directors Credential VPK Endorsed

-Nation Registry of Food Safety Professionals Certified Food Safety  
Manager

-Palm Beach County Early Childhood Registry Member

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REFERENCES

**LARISSA SILVA**

**Home Away from Home Preschools Owner**

561-254-5356

**SUCELY LOPEZ**

**Bright Child Academy Preschools Director**

561-585-0032

**KRISTINA BUBNYS**

**AJS Building and Renovations II, LLC office manager**

561-410-5162



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

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Board Name: CHILD CARE ADVISORY COUNCIL Advisory  Not Advisory

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

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

Seat Requirement: Fire Protection, Engineer or Technology Representative Seat #: 5

\*Reappointment or  New Appointment

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

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

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

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

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

Name: Calderon Sue Ellen  
Last First Middle

Occupation/Affiliation: Fire Safety Specialist  
Owner  Employee  Officer

Business Name: Palm Beach County Fire Rescue

Business Address: 2300 N. Jog Road #1-40

City & State West Palm Beach, FL Zip Code: 33411

Residence Address: 206 Parkwood Drive S

City & State Royal Palm Beach, FL Zip Code: 33411

Home Phone: \_\_\_\_\_ Business Phone: 561-233-0059

Cell Phone: (561)313-5937 Fax: ( )

Email Address: Scalderon520@bellsouth.net

Mailing Address Preference:  Business  Residence

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

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

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



**Section II Continued:**

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

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>

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

NONE

NOT APPLICABLE/  
(Governmental Entity)

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

  X   By watching the training program on the Web, DVD or VHS on April 29, 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: *Sue Ellen Calderon* Printed Name: Sue Ellen Calderon Date: 7/29/2021

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountylethics.com](http://www.palmbeachcountylethics.com) or contact us via email at [ethics@palmbeachcountylethics.com](mailto:ethics@palmbeachcountylethics.com) or (561) 355-1915.

Return this FORM to:  
 Courtney Shippey,  
 Florida Department of Health in Palm Beach County  
 800 Clematis Street, West Palm Beach, FL 33401

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

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

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

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

Revised 02/01/2016

## Sue Ellen Calderon

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### Accomplishments

- Over 15 years of experience with the enforcement of municipal, state, and fire codes.
- Supervisory appointments as Interim Code Enforcement Supervisor, Asst. Fire Marshal & Step-up Captain.
- Developed, researched, and submitted FEMA Fire Prevention & Safety Grants; awarded funding in excess of \$30,000 for the purchase of two Bullex Fire Extinguisher Training Systems.
- Primary project manager, plan reviewer, and inspector for WPBFR during the development and completion of multi-million dollar projects including the Palm Beach Outlets Mall, Marketplace at the Outlets and The Alexander Apartments.
- Past Secretary & Treasurer for the Code Enforcement Officers Assoc. of Palm Beach County and Current Secretary for the PBC Fire Marshals Association.
- Developed and implemented public education programs including hurricane preparedness, child and senior fire safety, fire extinguisher training and fire safety in the workplace.
- 2017, 2019, & 2020 FEMA Fire Prevention & Safety Grants Program – Peer reviewer.

### Professional Experience

**Fire Safety Specialist** – Palm Beach County Fire Rescue May 2019 – Present

- Previously assigned to City of Lake Worth Beach and Village of Wellington for completion of annual inspections; completed over 550 inspections.
- Currently assigned to New construction inspections and Fire plans review for unincorporated Palm Beach County, as well as the 19 municipalities we service; completed over 3600 plan reviews.
- Assist with Community Education Outreach programs, as assigned.
- Assignment of Step-Up Captain, as needed.

**Online Course Instructor** – Health Career Institute (HCI) July 2018 – February 2020

- Facilitated and lead the instruction of online courses, on a contract basis.
  - FFP1540: Private Fire Protection Systems I
  - FFP1505: Fire Inspection Practices
- Formatted and designed online courses via HCI's education portal, on a contract basis.

**Senior Fire Inspector (Asst. Fire Marshal)** – West Palm Beach Fire Dept. Aug 2010– May 2019

- Supervised 8 full-time fire inspectors/fire investigators.
- Averaged a 92% completion rate of assigned inspection zone; prior to promoting to Supervisor.
- Developed training seminars for varying City departments; including wastewater violation inspections for Code Enforcement, extinguisher training for Sanitation drivers, and general workplace safety; offered citywide.
- Developed the division's permit applications for special events, open burns and live fire shows.
- Experience with fire & life safety inspections for: large-scale events such as Moonfest, Sunfest, and the Boat Show; large-scale commercial construction projects at various stages including hydrant flows, underground fire line testing, fire alarm and fire sprinkler testing, stairwell pressurization, fire pump testing, fire department access, etc.
- Facilitation of new employee and volunteer staff orientation and training.
- Experience with conducting and completing employee performance evaluations.
- Completed over 6,000 inspections; reviewed over 2,800 plans; and conducted 50 fire origin and cause investigations.

- Executed over 140 hours of public education with an outreach to nearly 11,000 adults and children. Programs developed and executed in English and Spanish to provide outreach to more community members and maximize outreach opportunities.

**Code Enforcement Officer** – City of West Palm Beach

May 2006– August 2010

- Florida Association of Code Enforcement (FACE) Certifications: Levels I – IV.
- Researched and drafted proposal for the development and inclusion of a Code Enforcement Volunteer program.
- Drafted a cost analysis of staff time and dollars for conducting Magistrate hearings.
- Professionally presented cases before the Special Magistrate with an adjudication rate of 100%.
- Generated approximately 1100 inspections annually, maintaining a ranking of top producer.
- Supervised 8 full-time code enforcement officers for a period of 3 months as the Interim Code Enforcement Supervisor.

## Higher Education

Bachelor of Arts in English– University of Tampa, Tampa, FL • 2003

Master of Arts in Public Administration– University of West Florida, Pensacola, FL • 2011

## Professional Certificates / Training

- **Florida Association of Code Enforcement (FACE)** Certifications: Levels I – IV and Train-the-Trainer.
- **State of Florida Certifications:** Fire Inspector I, Fire Inspector II, Fire Investigator I, Fire & Life Safety Educator, Instructor I and Instructor III.
- **FEMA:** ICS-100, ICS-200, ICS-300, ICS-400, ICS-241, ICS-700, ICS-800, FL-601
- **International Association of Arson Investigators (IAAI):** Fire Investigation Technician (IAAI-FIT)
- **National Association of Fire Investigators (NAFI):** Certified Fire and Explosion Investigator (CFEI)
- **National Fire Protection Association (NFPA):** Certified Fire Plan Examiner (CFPE)
- **National Fire Academy:** R220 - Fire Inspection Principles; R206 - Fire Arson Origin and Cause Investigation; R671 – Managing Effective Fire Prevention Programs
- **ProBoard Certifications:** Fire Inspector I/II, Plan Examiner I

## Language Proficiencies

Bilingual – Proficient in English and Spanish; both oral and written format

## Computer Proficiencies

Microsoft Office Suite (Word, Excel, PowerPoint, and Publisher), Firehouse, Community Plus, Lotus Notes, ProjectDox, Email & Internet; Mac & Windows systems

**BOARDS/COMMITTEES APPLICATION CHECKLIST**

**This form must be completed by Staff and accompany the Board Appointment Item**

Proposed BCC Date: September 14, 2021

Dept/Division: Florida Department of Health –Palm Beach County

Applicant's Name: Sue Ellen Calderon

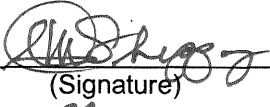
Board/Committee Name: Child Care Advisory Council

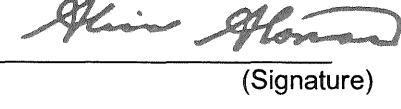
Purely Advisory [ ] Not Purely Advisory [  ]

#	Description	Yes	No	N/A
1.	Is Part I fully completed and correct?	<input checked="" type="checkbox"/>		
2.	Is Part II fully completed?	<input checked="" type="checkbox"/>		
3.	Biography or resume included?	<input checked="" type="checkbox"/>		
4.	Is Applicant a Palm Beach County resident?	<input checked="" type="checkbox"/>		
a.	If "No", please explain:			<input checked="" type="checkbox"/>
5.	Did Applicant disclose felony conviction?		<input checked="" type="checkbox"/>	
a.	If "Yes", did staff review information?			<input checked="" type="checkbox"/>
b.	Based on review, does staff recommend Applicant for consideration?	<input checked="" type="checkbox"/>		
c.	Please explain: Candidate meets all requirements for membership: She will fill the vacancy for Seat 5 representing fire protection, engineering or technology. The candidate is highly recommended for the candidacy.			
6.	Did Applicant disclose contractual relationship(s)? If "Yes" complete Questions "a" through "c" below: If "No" skip to Question 7:		<input checked="" type="checkbox"/>	

a.	List Each Contract(s) Identified in Application	Board/Committee provides regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")	Board/Committee provides <b>NO</b> regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")	Waiver Required (Y or N)	Disclosure Required (Y or N)

		Yes	No	N/A
b.	Does Department Recommend Waiver and/or Disclosure			<input checked="" type="checkbox"/>
7.	Is Part III completed?		<input checked="" type="checkbox"/>	

Completed by: Courtney Shippey (Print Name)  (Signature) Date: 8/11/2021

Department Head: Alina Alonso, MD (Print Name)  (Signature) Date: 8/11/2021

To be completed by Administration if Staff answered "Yes" to Questions 5 or 6:

Administration (Initials): \_\_\_\_\_ Date: \_\_\_\_\_

**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: CHILD CARE ADVISORY COUNCIL Advisory  Not Advisory

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

Term of Appointment: 1 Years. From: 9/14/2021 To: 9/30/2022

Seat Requirement: Represents the Department of Children & Families. Seat #: 7

\*Reappointment or  New Appointment

or  to complete the term of Mark Holsapfel Due to:  resignation  other

Completion of term to expire on: 9/30/2022

**\*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: N/A**

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

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

Name: Kelly-Statler Colleen  
Last First Middle

Occupation/Affiliation: \_\_\_\_\_

Owner  Employee  Officer

**Business Name:** Florida Department of Children and Families

**Business Address:** 111 South Sapodilla Avenue, Rm 317-J

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

**Residence Address:** 50 West Pine Tree Avenue

City & State Lake Worth, FL Zip Code: 33467

Home Phone: (561) 641-2592 Business Phone: (561)227-6783 Ext. \_\_\_\_\_

Cell Phone: (561) 725-1023 Fax: ( )

Email Address: Colleen.KellyStatler@myflfamilies.com

Mailing Address Preference:  Business  Residence

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

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

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

**Section II Continued:**

**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>PBCBOCC-Homelessness/IP004</u>	<u>DCF-Economic Self Sufficiency-Homelessness</u>	<u>Homeless Services</u>	<u>7/01/2019-6/30/2022</u>
<u>PBCBOCC-Youth Services/ YLJ76</u>	<u>DCF- Child Welfare</u>	<u>IV-E Pre/Post Adoption Services</u>	<u>7/01/2020-9/30/2025</u>

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

NONE

NOT APPLICABLE/  
(Governmental Entity)

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

- By watching the training program on the Web, DVD or VHS on July 13, 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: Colleen Kelly-Statler Printed Name: Colleen Kelly-Statler Date: August 5, 2021

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website or contact us via email at \_\_\_\_\_ or (561) 355-1915.

Return this FORM to:  
 Holly Strawser, Florida Department of Health in Palm Beach County  
 800 Clematis Street, West Palm Beach, FL 33401

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

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

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

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

Revised 02/01/2016

## Colleen Kelly-Statler

50 West Pinetree Avenue, Lake Worth, FL 33467

Phone: 561-632-8393 Email: Kelly\_statler@bellsouth.net

### Professional Profile:

Self-motivated contract management and administration social services professional. Works well independently as well as a contributing to community, team, and organizational goals. Bachelor of Science, six years contract management experience, ten years of progressive experience identifying children's special needs and the services provided coupled with teaching experience.

### Certification, Qualifications and Skills:

- Florida Certified Contract Manager (FCCM)
- Working knowledge of Microsoft Office Suite: Word, Excel, and PowerPoint.
- Reliable, accountable, provides oversight, management, follow-up, compliance of policies and of provider relationships.
- Strong verbal and written communication skills.
- Contract processing multi-year contracts over 1 million dollars per contract.
- Experienced working with governmental agencies and community partners.

### Experience:

Department of Children and Families-Contract Management West Palm Beach, FL

**Government Operations Consultant II, Contract Management Specialist**, 8/2016-Present

- Management of state multi county contracts and grants with community partners receiving state and federal funding.
- Interface with administration and providers from draft to execution, post award activities including modifications, amendments, renewals, policy adherence and contract oversight monitoring results and for compliance. Communicate with centralized Homelessness administration and Department of Children and Families director of contracts all funding received while monitoring funding streams to report to finance department.

Department of Children and Families-SAMH

West Palm Beach, FL

**Government Operations 1, 2** /2012-6/2012

- Clerical assistance to license staff and contract management.

Palm Beach County School District

West Palm Beach, FL

**Substitute Teacher**, 5/2005-present

- Implement lessons provided by instructors to students.

Child and Family Connections

West Palm Beach, FL

**Eligibility Determination Specialist**, 2/2005-6/2006

- Increase number of children in receipt of Social Security for the benefit of the child. Previous duties remain.

Children's Home Society-First Team (Federal Funding)

West Palm Beach, FL

**Eligibility Determination Specialist**, 6/2003-2/2005

- Processed all requests for Supplemental Security Income and all other Social Security Benefits for eligible children in foster care.
- Relayed Social Security changes in policies and communicated compliance with agency finance department.

Department of Children and Families, - State of Florida-

West Palm Beach, FL

**Senior Revenue Maximization Clerk**, 8/1997-6/2003

- Collection and input of required information for request of Supplemental Security Income and other Social Security benefits for children in foster care.
- Administer and track Random Moment Sample of assigned department staff, assist with clerical duties inclusive reconciling vendor invoicing.

### Education:

Palm Beach Atlantic University

Palm Beach, FL

**Bachelor of Science, 2009**

- Organizational Management

### Volunteer Contributions:

**Guardian ad Litem**, 2006 to Present

West Palm Beach, FL

**Hospice/Trustbridge**, 2006 to Present

West Palm Beach, FL

**BOARDS/COMMITTEES APPLICATION CHECKLIST**

**This form must be completed by Staff and accompany the Board Appointment Item**

Proposed BCC Date: September 14, 2021

Dept/Division: Florida Department of Health –Palm Beach County

Applicant's Name: Colleen Kelly-Statler

Board/Committee Name: Child Care Advisory Council

Purely Advisory [ ]

Not Purely Advisory [  ]

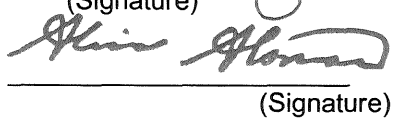
#	Description	Yes	No	N/A	
1.	Is Part I fully completed and correct?	<input checked="" type="checkbox"/>			
2.	Is Part II fully completed?	<input checked="" type="checkbox"/>			
3.	Biography or resume included?	<input checked="" type="checkbox"/>			
4.	Is Applicant a Palm Beach County resident?	<input checked="" type="checkbox"/>			
a.	If "No", please explain:			<input checked="" type="checkbox"/>	
5.	Did Applicant disclose felony conviction?		<input checked="" type="checkbox"/>		
a.	If "Yes", did staff review information?			<input checked="" type="checkbox"/>	
b.	Based on review, does staff recommend Applicant for consideration?	<input checked="" type="checkbox"/>			
c.	Please explain: Candidate meets all requirements for membership: she and will fill the vacancy for representing the Florida Department of Children and Families. Candidate is highly recommended for the membership position.				
6.	Did Applicant disclose contractual relationship(s)? If "Yes" complete Questions "a" through "c" below: If "No" skip to Question 7:	<input checked="" type="checkbox"/>			
a.	<b>List Each Contract(s) Identified in Application</b>	<b>Board/Committee provides regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")</b>	<b>Board/Committee provides <u>NO</u> regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")</b>	<b>Waiver Required (Y or N)</b>	<b>Disclosure Required (Y or N)</b>
	PBCBOCC -IP004 – PBC BCC Homeless Services	<input checked="" type="checkbox"/>	N	N	
	PBCBOCC YLJ76 – Pre/Post-Adoption Services	<input checked="" type="checkbox"/>	N	N	
		<b>Yes</b>	<b>No</b>	<b>N/A</b>	
b.	Does Department Recommend Waiver and/or Disclosure			<input checked="" type="checkbox"/>	
7.	Is Part III completed?		<input checked="" type="checkbox"/>		

Completed by: Courtney Shippey  
(Print Name)

  
(Signature)

Date: 8/11/2021

Department Head: Alina Alonso, MD  
(Print Name)

  
(Signature)

Date: 8/11/2021

To be completed by Administration if Staff answered "Yes" to Questions 5 or 6:

Administration (Initials): \_\_\_\_\_

Date: \_\_\_\_\_





**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
CHILD CARE ADVISORY COUNCIL**

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**I. AUTHORITY :**

Chapter 59-1698, Special Acts Laws of Florida, as amended by Chapters 77-620 and 2010-249, Special Act Laws of Florida; as amended by ORD. 2016-1421, adopted September 27, 2016.

**II. APPOINTING BODY :**

Board of County Commissioners

**III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :**

This Council shall be comprised of seven members consisting of: two members who represent and operate as a private enterprise a facility regulated under the Act, one of whom operates a family child care home or a large family child care home; one member who represents and operates a parochial facility regulated under the Act; one member who represents a consumer protection enforcement official; one member for fire protection, engineering, or technology; one member, who at the time of appointment is a parent of a child in a facility regulated under the Act; and one member who represents the Department of Children & Families. Council members appointed by the Board of County Commissioners serve three-year terms, with a limit of three consecutive terms with the exception of the Department of Children & Families' representative. Members' terms shall begin October 1 and end on September 30. Any vacancy occurring during a term shall be filled for the unexpired portion of the term and shall not count toward the member's term limits. Council members must reside in the County at the time of appointment and while serving on the Council.

**EXTENDED COMPOSITION :**

**IV. MEETINGS :**

Currently meets at 9:00 a.m. the 2nd Wednesday of every month at 800 Clematis Street, West Palm Beach, FL.

**V. FUNCTIONS :**

The Council shall advise the BCC and make recommendations as to the issuance and revocation of license and as to rules and regulations necessary to protect the health and safety of persons in child care facilities, child care homes and a family day care facilities.

**VI. LIAISON INFORMATION :**

<u>LIAISON DEPARTMENT</u>	<u>CONTACT PERSON</u>	<u>ADDRESS</u>
Florida Dept. of Health - Palm Beach Count	Courtney Shippey MPA REHP	800 Clematis St Fl 4 Palm Beach County Health West Palm Beach FL 33401 Phone # 561-837-5971

\* indicates a member having an action pending



CHILD CARE ADVISORY COUNCIL

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME	SEAT REQUIREMENT	APPOINT DATE	REAPPOINT DATE	EXPIRE DATE
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Appointed By : At-Large/Palm Beach County Board of County Commissioners

1	Ruta Varnavicius brightchildacademy@hotmail.com  301 Palmetto St West Palm Beach FL 33405	Member	CA	F	561-685-9847	Private Child Care Facility Representative	05/15/2018		09/30/2021
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NOMINATED BY :

2	Mary L Morris msmlm57@msn.com  504 Clear Lake Ave West Palm Beach FL 33401	Member	AA	F	561-832-0472	Private Child Care Facility Representative	11/20/2012	10/01/2019	09/30/2022
---	--	--------	----	---	--------------	--	------------	------------	------------

NOMINATED BY :

3	Sandra Wilensky psdirector@templebethtorah.com Temple Beth Torah of Palm Beach County, Inc. 900 Big Blue Tr Wellington FL 33414	Member	CA	F	561-793-2649	Represents/Operates Parochial Facility	04/16/2019	10/01/2020	09/30/2023
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NOMINATED BY :

4	Terry D. Newton tnewton@pbcgov.org Palm Beach County/Consumer Affairs Division 50 S Military Tr West Palm Beach FL 33415	Member	AA	M	561-712-6600	Consumer Protection Enforcement Official	11/22/2016	10/01/2020	09/30/2023
---	--	--------	----	---	--------------	--	------------	------------	------------

NOMINATED BY :

\* indicates a member having an action pending

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

5 Sue Ellen Calderon Member HA F 561-313-5937 Fire Protection, Engineer or Technology Rep 07/13/2021 09/30/2021  
scalderon520@bellsouth.net

206 Parkwood Dr S  
Royal Palm Beach FL 33411

**NOMINATED BY :**

6 Kendra Barnes Member CA F 561-691-1891 Parent of a Child in Day Care 12/27/2006 09/30/2021  
kend77@aol.com

4409 Applecrest Dr  
Palm Beach Gardens FL 33410

**NOMINATED BY :**

7 Mark Holsapfel Member CA M 954-818-5759 Florida Department of Children & Families Rep. 01/12/2021 01/07/2023  
mark.holsapfel@myflfamilies.com

Florida Department of Children & Families  
111 S Sapodilla Ave  
West Palm Beach FL 33401

**NOMINATED BY :**

\* indicates a member having an action pending

## CHAPTER 2010-249

### House Bill No. 1045

An act relating to Palm Beach County; amending chapter 59-1698, Laws of Florida, as amended; revising and providing definitions; providing requirements for the operation and licensing of large family child care homes; providing for the issuance of provisional licenses to child care facilities, large family child care homes, and family day care homes; updating obsolete language; revising requirements for Child Care Advisory Council membership; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Chapter 59-1698, Laws of Florida, as amended by chapter 77-620, Laws of Florida, is amended to read:

Section 1. DEFINITIONS. The following words and phrases shall mean:

1.a. Children - Persons related to the operator of a facility regulated under this act under 13 12 years of age, and all other persons under 18 years of age.

~~b. Child Boarding Homes - Any building or shelter in which, for 24 hours per day, custodial care is rendered to one to five children, inclusive, and which receives a payment, fee, or grant for any of the children receiving care, whether or not operating for profit, subject to the exemptions contained in Section 12 hereof.~~

2.e. Family Day Care Home Facilities - An occupied residence Any building or shelter in which custodial care is rendered to one to six five children, inclusive, for 2-24 hours per day and for which the owner or operator receives a payment, fee, or grant for any of the children receiving care, whether or not operating for profit, subject to the exemptions contained in Section 9 12.

3. Large Family Child Care Home - An occupied residence in which custodial care is regularly provided for children, and for which the owner or operator receives a payment, fee, or grant for any of the children receiving care, whether or not operated for profit, and which has at least two full-time child care personnel on the premises during the hours of operation. One of the full-time child care personnel must be the owner or occupant of the residence. A large family child care home must first have operated as a licensed family day care home for 2 years, with an operator who has had a child development associate credential or its equivalent for 1 year, before seeking licensure as a large family child care home. A large family child care home shall be allowed to provide care for one of the following groups of

2. The Board may issue a provisional license for child care facilities, large family child care homes, or family day care homes. A provisional license shall not be issued for a period that exceeds 6 months and may only be renewed by the Board one time for a period not to exceed 6 months.

3. A provisional license shall not be issued unless the child care facility, large family child care home, or family day care home is in compliance with the requirements for screening of child care personnel and the requirements for ensuring the health and safety of the children in care.

Section 5. REVOCATION OF LICENSE. The Board may revoke a license if it finds that the operator has failed to comply with any provisions of this Act, or of any rule or regulation issued hereunder.

Section 6. MINIMUM STANDARDS, REASONABLE RULES AND REGULATIONS TO BE PRESCRIBED BY THE BOARD.

1. The Board shall make, ~~adopt promulgate~~, amend, and repeal such rules and regulations as are necessary to protect the health and safety of persons in child care facilities, large family child care boarding homes, or family day care homes facilities; prescribing standards for living quarters, including provisions pertaining to sanitary conditions, light, air, safety, protection from fire hazards, equipment, operation, qualifications and number of staff, and such other matters as may be appropriate to protect the life and health of the occupants thereof. Standards established by rules and regulations of the Board shall meet or exceed state minimum standards, to wit: standards established by the Department of Children and Family Health and Rehabilitative Services pursuant to chapter 402, Florida Statutes.

2. The Board may make, ~~adopt promulgate~~, amend, and repeal such rules and regulations as are necessary:

a. To require facilities regulated hereunder to secure liability insurance and set minimum limits and standards for carriers; and,

b. To establish fees for inspection and licensing under this Act.

No such rules and regulations of the Board shall be adopted or become effective until after a public hearing has been held by the Board pursuant to at least one notice published in a newspaper of general circulation in the County at least 10 ten (10) days prior to the hearing. When approved by the Board and filed with the Clerk of the County Commission, such rules and regulations shall have the force and effect of law. Until the Board adopts rules and regulations, the state standards aforementioned shall apply to all facilities regulated by this Act.

Section 7. CHILD CARE ADVISORY COUNCIL.

1. The Board shall appoint a Child Care Advisory Council which shall be appointed by the Board of County Commissioners no later than 60 sixty (60)

chapter 70-862, Laws of Florida, as amended, and as it may in the future be amended or ~~reenacted~~ ~~renacted~~.

Section 11. CRIMINAL PENALTY. Any person failing to comply with the provisions of this Act is guilty of a misdemeanor of the second degree punishable as provided by general law.

Section 12. ADVERTISING BY FACILITIES. It shall be unlawful for any person, persons, associations, partnerships, corporations, or institutions to offer or advertise to the public, in any way or by any medium whatsoever, ~~large family child care boarding home, family day care home, facility or child care facility service~~ ~~without unless it has first having~~ secured a license under the provisions of this Act. All advertisements advertising any such services shall include the license number of the license issued pursuant to this Act.

Section 13. SEVERABILITY. If any provision of this Act, or the application thereof to any person or circumstances, is held invalid, such invalidity shall not affect other provisions or applications of this Act which can be given effect without the invalid provision or invalid application and to this end the provisions of the Act are declared severable.

Section 2. This act shall take effect upon becoming a law.

Approved by the Governor May 26, 2010.

Filed in Office Secretary of State May 26, 2010.

**Mission:**

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



**Ron DeSantis**  
Governor

**Scott A. Rivkees, MD**  
State Surgeon General

**Vision:** To be the Healthiest State in the Nation

**MEMORANDUM**

DATE: August 11, 2021

TO: The Honorable Dave Kerner, Mayor and members of the Palm Beach County Board of County Commissioners

THRU' Alina Alonso, MD, County Health Director  
Florida Department of Health, Palm Beach County *Alina Alonso*

FROM: Courtney Shippey, Environmental Administrator  
Florida Department of Health, Palm Beach County *Courtney Shippey*

RE: Notice of Vacant Seats on the Child Care Advisory Council

Pursuant to Chapter 2010-249, Laws of Florida, and Article IV.B.2, Palm Beach County Rules and Regulations Governing Family Child Care Homes and Large Family Child Care Homes, the Child Care Advisory Council (Council) is comprised of seven members who serve at the pleasure of the Board of County Commissioners (BCC). The Florida Department of Health, Palm Beach County serves as staff to the Council.

Currently, Seat 7 is vacant, and Colleen Kelly-Statler is recommended for appointment to serve the remainder of the term which expires on September 30, 2022.

The terms for Seats 1, 5, and 6 expire on September 30, 2021. The incumbents of Seat 1, 5, and 6, respectively, are recommended for nomination and reappointment to those seats: Ruta Varnavicius has served in Seat 1 since 5/15/2018 and Sue Ellen Calderon has served in Seat 5 since 7/13/2021. Kendra Barnes, the current chair of the Council, has served in Seat 6 since 12/27/2006, and is recommended for reappointment to a third consecutive term.

Staff is pleased to submit for your consideration this recommendation to appoint:

<u>Seat #</u>	<u>Requirement</u>	<u>Nominee</u>
1	Represents private child care facility	Ruta Varnavicius
5	Represents fire protection, engineering, or technology	Sue Ellen Calderon
6	Represents parent of a child in a child care facility	Kendra Barnes
7	Represents the Department of Children and Families	Colleen Kelly-Statler

If you wish to support any of these appointments, please sign and return the applicable attached Boards Committee Application. If you wish to have another nominee considered for any of the seats, and the nominee meets the seat requirements, please provide the nominee's contact information.

Staff intends to agenda the above listed appointments for September 14, 2021, so please return the signed form no later than August 17, 2021. If you have any questions, please contact me at 561-837-5971.

cc: Rafael Reyes, Environmental Public Health Director, FDOH Palm Beach County  
Andrew Simler, Esq., Senior Attorney, FDOH Palm Beach County

**Attachments:**

- Board/Committee Applications
- Child Care Advisory Council Composition

**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):**

Board Name: CHILD CARE ADVISORY COUNCIL Advisory  Not Advisory

At Large Appointment or  District Appointment /District #:

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

Seat Requirement: Fire Protection, Engineer or Technology Representative Seat #: 5

\*Reappointment or  New Appointment

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

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

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

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

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

Name: Calderon Sue Ellen  
Last First Middle

Occupation/Affiliation: Fire Safety Specialist  
Owner  Employee  Officer

Business Name: Palm Beach County Fire Rescue

Business Address: 2300 N. Jog Road #1-40

City & State: West Palm Beach, FL Zip Code: 33411

Residence Address: 206 Parkwood Drive S

City & State: Royal Palm Beach, FL Zip Code: 33411

Home Phone: \_\_\_\_\_ Business Phone: 561-233-0059

Cell Phone: (561)313-5937 Fax: ( )

Email Address: Scalderon520@bellsouth.net

Mailing Address Preference:  Business  Residence

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

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

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



Section II Continued:

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

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
---------------------------------	----------------------------	--------------------------------	-------------

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

NONE

NOT APPLICABLE/  
(Governmental Entity)

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

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

By watching the training program on the Web, DVD or VHS on April 29, 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: Sue Ellen Calderon Printed Name: Sue Ellen Calderon Date: 7/29/2021

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 355-1915.

Return this FORM to:  
Courtney Shippey,  
Florida Department of Health in Palm Beach County  
800 Clematis Street, West Palm Beach, FL 33401

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

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

Commissioner's Signature: Melisse McKelvey

Date: \_\_\_\_\_

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

Revised 02/01/2016

**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):**

Board Name: CHILD CARE ADVISORY COUNCIL Advisory  Not Advisory

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

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

Seat Requirement: Private Child Care Facility Seat #: 1

Reappointment or  New Appointment

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

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

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

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

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

Name: Varnavicius Ruta  
Last First Middle

Occupation/Affiliation: \_\_\_\_\_

Owner  Employee  Officer

Business Name: Bright Child Academy III, Inc

Business Address: 406 Federal Hwy

City & State: Lake Park Zip Code: 33403

Residence Address: 301 Palmetto St

City & State: West Palm Beach Zip Code: 33403

Home Phone: \_\_\_\_\_ Business Phone: 561-653-1258

Cell Phone: ( 561 ) 685-9847 Fax: ( )

Email Address: Brightchildacademy@hotmail.com

Mailing Address Preference:  Business  Residence

Have you ever been convicted of a felony: Yes \_\_\_\_\_ No x

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

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

Section II Continued:

**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>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

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

NONE

NOT APPLICABLE/  
(Governmental Entity)

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

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

By watching the training program on the Web, DVD or VHS on \_\_\_ Aug 1st, 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: \_\_\_\_\_ Printed Name: Ruta Varnavicius Date: 08/02/2021

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com) or (561) 355-1915.

Return this FORM to:  
Courtney Shippey,  
Florida Department of Health in Palm Beach County  
800 Clematis Street, West Palm Beach, FL 33401

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

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

Commissioner's Signature: Melissa McKinley Date: 8/12/21

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

Revised 02/01/2016

**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: CHILD CARE ADVISORY COUNCIL Advisory  Not Advisory

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

Term of Appointment: 3 Years. From: \_\_\_\_\_ To: 9/30/2022

Seat Requirement: Represents the Department of Children & Families. Seat #: 7

\*Reappointment or  New Appointment

or  to complete the term of Mark Holsapfel Due to:  resignation  other

Completion of term to expire on: 9/30/2022

\*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: N/A

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

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

Name: Kelly-Statler Colleen  
Last First Middle

Occupation/Affiliation: Contract Management/Department of Children and Families

Owner  Employee  Officer

Business Name: Florida Department of Children and Families

Business Address: 111 South Sapodilla Avenue, RM 317-O

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

Residence Address: 50 West Pine Tree Avenue

City & State: Lake Worth, FL Zip Code: 33467

Home Phone: (561) 641-2592 Business Phone: (561) 227-6783 Ext. \_\_\_\_\_

Cell Phone: (561) 725-1023 Fax: ( )

Email Address: Colleen.KellyStatler@myflfamilies.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>PBCBOCC-Homelessness/IP004</u>	<u>DCF-Economic Self Sufficiency-Homelessness</u>	<u>Homeless Services</u>	<u>7/01/2019-6/30/2022</u>
<u>PBCBOCC-Youth Services/ YLJ76</u>	<u>DCF- Child Welfare</u>	<u>IV-E Pre/Post Adoption Services</u>	<u>7/01/2020-9/30/2025</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: [www.pbcgov.com/ethics](#). Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

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

- By watching the training program on the Web, DVD or VHS on July 13, 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: Colleen Kelly-Statler Printed Name: Colleen Kelly-Statler Date: August 5 2021

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.pbcgov.com/ethics](#) or contact us via email at [ethics@pbcgov.com](mailto:ethics@pbcgov.com) or (561) 355-1915.

Return this FORM to:  
Holly Strawser, Florida Department of Health in Palm Beach County  
800 Clematis Street, West Palm Beach, FL 33401

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

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

Commissioner's Signature: Melisse McKinley Date: 8/12/21

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

Revised 02/01/2016