

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

Meeting Date: October 19, 2021

Department:

Submitted by: Community Services

Advisory Board: Palm Beach County HIV CARE Council

EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve the reappointment of two current (2) members to the Palm Beach County HIV Comprehensive AIDS Resources Emergency (CARE) Council:

<u>Seat No.</u>	<u>Reappointment</u>	<u>Term Expires</u>	<u>Recommended By</u>
6	Skyler King	10/18/2024	HIV CARE Council
10	Ashnika Ali	10/18/2024	HIV CARE Council

Summary: The Palm Beach County HIV CARE Council (HIV CARE Council) nomination process is an open process with publicized criteria and legislatively defined conflict of interest standards. Ms. King and Ms. Ali have successfully completed the HIV CARE Council's nomination process and the HIV CARE Council recommends the reappointments. The total membership for the HIV CARE Council shall be no more than 33 at-large members, per Resolution No. R2011-1560, as amended by R2018-0015. Ms. Ali has disclosed that she is employed with Treasure Coast Health Council, Inc. This agencies contract with the County for services. The HIV CARE Council provides no regulation, oversight, management, or policy setting recommendations regarding the subject contracts or transactions. Disclosure of this contractual relationship at a duly noticed public meeting is being provided in accordance with the provisions of Section 2-443, of the Palm Beach County Code of Ethics. The diversity count for the 18 seats that are currently filled is African-American: 8 (44%), Caucasian: 6 (34%) and Hispanic-American: 4 (22%). The gender ratio (female: male) is 8:10. Ms. King is African-American. Ms. Ali is Asian- American. Staff conducts targeted outreach in an effort to proffer candidates for appointments that maintain a diverse composition of the board. (Ryan White Program) Countywide (HH)

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

Attachments:

1. Boards/Committees Applications
2. HIV CARE Council Nominations Policy No. 10

Recommended By: James Grean 9/21/2021
DocuSigned by: BF84EF228E9E492...
 Department Director Date

Legal Sufficiency: [Signature] 9/24/2021
 Assistant County Attorney Date

REVIEW COMMENTS

II.

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: HIV CARE COUNCIL Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: 10/19/2021 to: 10/18/2024

Seat Requirement: _____ Seat #: 6

*Reappointment or New Appointment

Or to complete the term of _____ Due to: resignation other
Completion of term to expire on: _____

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

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: King Skyler
Last First Middle

Occupation/Affiliation: _____
Owner Employee Officer

Business Name: Palm Beach County Behavioral Health Coalition

Business Address: 2300 High Ridge Rd.

City & State Boynton Beach FL Zip Code: 33426

Residence Address: 1189 Janice Dr Lot #119

City & State West Palm Beach FL Zip Code: 33409

Home Phone: () _____ Business Phone: (56)1-726-7627 Ext. 5

Cell Phone: () 770 557-2683 Fax: () _____

Email Address: SkylerKing@pbcbhc.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

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 checked="" 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 1/19 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: Skylar King Printed Name: Skylar King Date: 09/08/2021

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

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: _____ Date: _____

Skyler King
1189 Janice Dr,
West Palm Beach, FL 33409
Skyler.king.edu@gmail.com | 7705572683

Interested in contributing productive and organized energy to an organization in the community. A career goal is to assist with the integration of healthy relationships in and around my community.

Work Experience

Program Manager

Palm Beach County Behavioral Health Coalition | Boynton Beach, FL

40 Hours wkly

May 2017 to Present

As the Program Manager coordinator for the coalition, I am responsible for;

- Drafting progress reports required by the funding agencies on a rolling basis
- Education, Testing and counseling at-risk youth for HIV and linking clients to proper services.
- Collecting and entering data related to the HIV & Opioid Epidemic
- Recruit, Train and Retain incoming volunteers & advocates
- Assist with Coordination of requested events (e.g. Summits and Meetings)
- Community Based Outreach planning and implementation
- Evidence-Based programming development and implementation
- Create and Market Campaigns through Social Media and Community Outreach

Vocational Rehabilitation Specialist

APro Advocate | Houston, TX | June 2014 to July 2018

Assist with:

- Attainment & Maintenance of employment
- Consumer On-the-job training
- Goal setting and intervention planning.
- Act as liaison between employer and client
- Facilitate groups/workshops with clients.
- Benchmark Completion & Verification
- Familial Resource Referrals

Pharmacy Technician

Walgreens Pharmacy - Jupiter, FL October 2016 to March 2017

Responsible for assisting the Pharmacist in filling, compounding, and dispensing physician orders. As well as contacting physicians, resolving issues with third-party companies and more while maintaining a safe and comfortable environment for customers to enjoy.

Education

Bachelor's of Science in Psychology

Palm Beach Atlantic University - West Palm Beach, FL

August 2016 to December 2018

Associate in Health Science

Houston Community College - Houston, TX

May 2013 to August 2016

Certifications: HIV 500/501, CPR,

**PALM BEACH COUNTY
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BOARDS/COMMITTEES APPLICATION**

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 At Large Appointment or District Appointment /District #: _____
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Seat Requirement: _____ Seat #: 10
 *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: Ali Ashnika
Last First Middle
Occupation/Affiliation: Health Council of Southeast Florida
Owner Employee Officer
Business Name: Health Council of Southeast Florida
Business Address: 600 Sandtree Drive, Suite 101
City & State Palm Beach Gardens, FL Zip Code: 33403
Residence Address: 19211 Glenmoor Drive
City & State West Palm Beach, FL Zip Code: 33409
Home Phone: ()N/A Business Phone: (561) 844-4220 Ext. 2700
Cell Phone: (561)323-0459 Fax: (561) 844-7276
Email Address: aali@hcsef.org

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>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
R2021-0309	Comm. Services	Client Services	03/01/21 - 02/29/2024

(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 September 2, 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: Ashnika Ali Printed Name: Ashnika Ali Date: 09/02/21

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

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: _____ Date: _____

Ashnika Ali

19211 Glenmoor Drive West Palm Beach, FL 33409 • Phone (407) 757-3902 •
gatorss2014@gmail.com

EDUCATION:

University of Florida
Bachelor of Science in Health Science, Cum Laude Gainesville, FL
August 2010 – May 2014

Larkin Health Sciences Institute
Master in Biomedical Sciences Miami, FL
August 2014-April 2016

CERTIFICATIONS:

State of Florida Department of Health: HIV 500/501, Rapid HIV Ab/Ag Test Training, Clearview Complete Rapid HIV Antibody Test, Hepatitis C Oraquick HCV, Phlebotomy Certified

WORK EXPERIENCE:

Health Council of Southeast Florida: *Community Health Program Manager* (January 2020-Present)
Palm Beach Gardens, FL

Provide supervisory responsibilities to direct patient care staff. Organize and adapt linkage strategies for HIV care. Conduct in house training to new/current staff. Distribution of client referrals based on acuity and guidelines for case load. Assist with meeting program deliverables for agency program departments. Provide technical assistance as needed for staff. Assist Quality Manager in reviewing the quality assurance of case notes. Spear heading special projects assigned from the county with Quality Manager and Director of Programs. Assist Director of Programs with other projects/duties.

Health Council of Southeast Florida: *Community Health Advocate* (May 2018- December 2019)
Palm Beach Gardens, FL

Engage, link, and or re-link individuals with HIV into medical care. Conduct full range of Early Intervention Services in Palm Beach County. Conduct Medical Case Management duties as defined by PBC Ryan White standards of care. Assist high risk HIV-negative clients who are at high risk with prevention methods and services. Conduct eligibility determination for HIV positive clients. Plan and develop inclusive community relations and community outreach programs for HIV education, testing, early intervention. Member of HIV Care Council of PBC. Knowledge of navigation of the Provide Enterprise system.

The LGBT+ Center of Orlando, Inc. : *Director of Clinical Services* (August 2017- May 2018)
Orlando, FL

Manage and oversee all clinical services at The Center, including the HIV testing and counseling, Hepatitis testing and counseling, and the Sexually Transmitted Disease testing with the Florida Department of Health. Coordinate and supervise all volunteer HIV testers and HIV Program Coordinator. Attend meetings/orientations with other Aids Service Organizations/Community Based Organizations and healthcare providers. Coordinate and train newly HIV testers as well as provide updates with new information on treatment and prevention to all the testers. Associate member for the Central Florida HIV Planning Council. Attended the United States Conference on Aids 2017 in Washington, DC. Attended NMAC's Biomedical PrEP Summit in New Orleans, LA.

PhyAssist Scribes: *Medical Scribe* (August 2017- May 2018)
Leesburg, Florida

Assist and record patient information in the proper HPI format. Form medical chart based on patient history. Transcribe physical examination and document test results such as EKGs. Assist physicians in completing discharge paperwork, follow-up care, and recommendations. Observe patient procedures alongside physicians and nursing staff.

The GLBT Center of Orlando: *HIV Program Coordinator*
Orlando, FL

(May 2017-August 2017)

Provide high quality, comprehensive HIV and Hepatitis C testing and counseling services to the community. Discuss preventative methods with clients regarding HIV and Sexually Transmitted Infections. Link HIV and Hepatitis C reactive clients into care by scheduling their first doctor's appointment. Closely work with the Director of Clinical Services and HIV Testing volunteers to ensure the testing program is running smoothly. Oversee and coordinate testing schedule on a daily basis and address all testing concerns. Communicate with the Department of Health regarding scheduling of HIV 500/501 course and evaluations of new testers. Make sure all testers are up to date with volunteer paperwork and HIV/ Hepatitis C certifications. Stand in for the Director of Clinical Services when out of office. Build community partnerships with other health agencies to promote the services we offer at The Center. Assist Director of Clinical Services with end of the month data and filing.

AIDS Healthcare Foundation, *HIV Testing Counselor*
Fort Lauderdale, FL

(November 2015- November 2016)

Administer HIV and Hepatitis C testing and counseling services to the community in South Florida. Discuss prevention methods for HIV, Hepatitis C, and Sexually Transmitted Infections with clients. Ensure all newly HIV reactive clients and self-reported HIV reactive clients were linked into care by completing all their paperwork and confirmatory test. Closely worked with health care professionals to ensure that STI services were given properly to reactive clients. Complete medical history charts of clients before seeing provider for STI services. Attend quarterly meetings when scheduled.

Alachua County Health Department, *HIV Testing Intern*
Gainesville, FL

(January 2014-April 2014)

Provide HIV community outreach in high risk areas in Alachua county. Conducted HIV testing at local Walgreens with HIV Program Coordinator and staff. Educate the community on preventative methods such as condom usage to lessen the risk of STI's and HIV. Assist Program Coordinator for Peers Advocating for Unified Services and Education (PAUSE) as a mentor at Gainesville High School on HIV/STI prevention methods and testing services offered at the health department. Organized and assisted staff with filing and data entry of HIV clients.

RESEARCH EXPERIENCE:

Undergraduate Research Assistant
Gainesville, FL

(June 2013- August 2014)

Identify and address disparities in hospital language services. Assist Principal Investigator with data collection among hospitals all over Florida in completing hospital language survey. Assist PI in formatting survey questions on Qualtrics. Conduct follow-ups on hospitals for completion of language survey. Manage packets and forms for each hospital.

VOLUNTEER EXPERIENCE:

JAAGO Through the Arts, President
Gainesville, FL

(May 2012 – May 2015)

Organize fundraisers and charity dinners to raise funds to send underprivileged children in Bangladesh to school. Promote ideas emphasizing art related activities to raise funds. Closely work with UF's Bangladeshi Student Association to host Thanksgiving Benefit Dinner for 2 successful years. Create weekly blog about the importance of education and children in impoverished countries. Maintain relationship with head president of JAAGO Foundation in Bangladesh.

Heal the World Medical Trip, Intern
Faridabad, India

(December 2013)

Traveled abroad with UF's Heal the World Foundation to assist doctors in local slums in the outskirts of New Delhi, India. Conduct blood pressure and glucose tests (with supervision) on local citizens who came in for free physical examinations. Shadowed head primary care doctor on clinical exams that were offered in the slums. Completed rotations in a variety of healthcare settings such as pediatrics,

gynecology, and primary care. Raised funds for surgery for a 2-year-old patient diagnosed with Spina Bifida. Built relationships with students from different parts of the world who were also volunteering on the medical trip.

SKILLS:

Proficient in Microsoft Word, Excel, PowerPoint

40 WPM Typing Speed

Customer Service Experience

Fluent in English and Bengali

Palm Beach County HIV CARE Council

CARE Council Policy

Policy Number: 10
Amended: June 25, 2018

Issue: **Nominations Process for CARE Council Membership**

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

I. Legislative Background

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

II. Expectations

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

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

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

III. Steps in the Nominations Process:

1. When necessary advertising may be placed in various publications countywide notifying the public of the need for participation through membership on the CARE Council. Included in the advertising shall be notification of the need to fill membership positions based upon the demographics of the epidemic in Palm Beach County, and to ensure legislatively mandated positions are filled. A time limit for return of applications shall be included in the notification.
2. Potential applicants shall be invited to attend membership orientation offered quarterly and provided a nominations packet containing a letter describing roles and responsibilities of the CARE Council, duties of membership, time expectations, gaps in representations, conflict of interest standards, HIV disclosure requirements, and an overview of the selection process and timeline; within three (3) business days of request. There shall also be an application form used to gather information about: relevant experience, expertise, skills, the person's interest in serving, the perspective he or she might bring to the CARE Council, how his or her peer group might relate to groups affected by HIV, and other related information.
3. Each returned application will be issued a document number, and receipt shall be logged in for tracking purposes.
4. CARE Council staff will review all application forms and will recommend a list of persons for the Membership Committee to interview per "Procedure for Applicant Interviews". When two or more persons apply for the same slot, the committee will interview at least two applicants for the slot. Interviews shall be conducted by at least two committee members-one of which must be the Chair or Vice Chair and a staff member, according to a structured interview format. Open ended questions about past experience on boards, ideas about significant HIV/AIDS issues and professional or affected community linkages shall be incorporated into the interview.
5. After the interviews are completed, the results of each interview are discussed at the next regularly scheduled Membership Committee meeting. When reviewing candidates for membership the committee will consider the following factors: attendance at CARE Council meetings, involvement at Membership Development Sessions and involvement on committees. The Membership Committee may also consider activities as involvement in Membership Development Sessions. In addition, seat availability, the demographics of the

board and candidate qualification will be taken into consideration. The final committee recommendations will be forwarded to the Executive Committee and if approved to the CARE Council. If the recommendation is accepted by the CARE Council, the individual's name will then be forwarded to the Palm Beach County Board of County Commissioners for appointment. The candidate must document completion of the Palm Beach County ethics training prior to submission of their name to the Palm Beach County Board of County Commissioners. In the event a recommended candidate is not acceptable to the Palm Beach County Board of County Commissioners, a request for a replacement candidate, if available, will be forwarded to the Membership Committee and the Membership Committee will provide the name of another candidate to the CARE Council. If the recommendation is accepted by the CARE Council, the individual's name will then be forwarded to the Palm Beach County Board of County Commissioners for appointment.

- A. Candidates must fulfill the following requirements prior to being forwarded for CARE Council Membership. Candidates must join one (1) committee and attend a CARE Council meeting or CARE Council sponsored training inclusive of annual retreat.
- B. Documented exceptions to these requirements may be made, based upon the need of the CARE Council or in an extenuating circumstance, at the discretion of the Membership Committee Chair with the approval of the Executive Committee.

Approved 04/30/01; Amended 01/26/04, 11/16/09, 11/22/10, 06/27/11, 06/25/12.