Agenda Item #: 3E-1

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# PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS BOARD APPOINTMENT SUMMARY

Meeting Date: March 8, 2022

# Department

Submitted By: <u>Community Services</u> Advisory Board: <u>Farmworker Program Advisory Board</u>

# **I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to approve:** the reappointment of two (2) current members and the appointment of one (1) new member to the Farmworker Program Advisory Board, effective March 8, 2022:

Seat No.	<b>Reappointment</b>	Seat Requirement	Term Ending	Nominated By
6	Karis Engle	Business Community Representative	09/30/2023	Mayor Weinroth Comm. Marino Comm. Kerner Comm. McKinlay Comm. Bernard
9	Douglas Brown	Education Representative	09/30/2023	Mayor Weinroth Comm. Marino Comm. Kerner Comm. McKinlay Comm. Bernard
Seat No.	<b>Appointment</b>	Seat Requirement	Term Ending	Nominated By
2	Cergile Sincere	Farmworker Advocate Representative	09/30/2023	Mayor Weinroth Comm. Marino Comm. Kerner Comm. McKinlay Comm. Bernard

**Summary:** The total membership for the Farmworker Program Advisory Board shall be no more than nine (9) at-large members, per Resolution No. R2014-0402, comprised of students, representatives of business, education, agencies, and farmworker representatives. Members shall be concerned citizens who understand the problems encountered by farmworkers and are willing to be advocates for them. At least one (1) member shall represent the regional workforce agency. Nominees meet all applicable guidelines and requirements outlined in the resolution adopted by the Board of County Commissioners on April 1, 2014. Ms. Engle has disclosed that she is employed by The Glades Initiative, Inc. Mr. Brown has disclosed that he is employed by Palm Beach State College. Both agencies contract with the County for services. The Farmworker Program Advisory Board provides no regulation, oversight, management, or policy-setting recommendations regarding contracts. Disclosure of these contractual relationships 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 4 seats that are currently filled is African-American: 2 (50%) and Hispanic-American: 2 (50%). The gender ratio (female:male) is 3:1. Ms. Engle is Caucasian. Both Mr. Brown and Mr. Sincere are African-American. Staff conducts targeted outreach in an effort to proffer candidates for appointments that maintain a diverse composition of the board. (Farmworker Career Development Program) <u>Countywide</u> (HH)

**Background and Justification:** Since 1977, Palm Beach County has received a grant from the Florida Department of Education to operate the Farmworker Career Development Program to provide education and job training to seasonal and migrant farmworkers. As part of the grant agreement, the Farmworker Career Development Program is mandated to maintain a local advisory board. The purpose of this board shall be to advise, assist and support and advocate for the Farmworker Career Development Program on matters that will strengthen employment opportunities for clients served by our agency.

# Attachments:

1. Board/Committee Applications

2. Resolution No. R-2014-0402

Recommended By:	James Grean	2/4/2022	
	Department Director	Date	
Legal Sufficiency:	Assistant County Attorney	2-1 <u>/-27</u> Date	

Attachment 1

# 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 attack a biography or résumé to this form.

Section I (Department); (P	lease Print)							
Board Name: Parmworker Carcer Development Program Advisory [ ]								
[X] At Large Appo	intment	or	[ ] District App	ointment /District #				
Term of Appointment:	1.6 Years.	From: 03 02	212022To	9 30	2023			
Seat Requirement:	<u>ysiness</u>	Community	ROD. See	u#: 6				
		)	w Appointment					
or [] to complete the term of Due to: [] resignation [] other Completion of term to expire on:								
*When a person is being conterm shall be considered by Section II (Applicant): (P	y the Board of County	atment, the number of prev Commissioners:	ious disclosed vo	ting conflicts duri	ng the previous			
APPLICANT, UNLESS EX		A COUNTY RESIDENT						
Name: Engle		Karis First		Aiddle				
Occupation/Affiliation:	Nonprofit CEO	FUSI	4					
	Owner [ ]	Employee [	]	Officer [X]				
Business Name:	The Glades Initiativ	e, Inc.						
Business Address:	149 SE AVENUE D	)		ang talapinan sa sa sa Bartan Bart				
City & State	Belle Glade, FL		_ Zip Code:	33430				
Residence Address:	308 NW AVENUE	D						
City & State	Belle Glade, FL		Zip Code:	33430				
Home Phone:	)	Business Phone:	561-996-3	310				
Cell Phone: (	561-985-0609 )	Fax:	( 561 )99	6-3349				
Email Address: K	engle@gladesInitiative.	org						
Mailing Address Preference	X Business []]	Residence						
Have you ever been convict If Yes, state the court, natur	ed of a felony: Yes e of offense, disposition	No X						
Minority Identification Code: [] Male [X] Female [] Native-American [] Hispanic-American [] Asian-American [] African-American [X] Caucasian								
Page 1 of 2								

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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 prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibited include swards 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 septly 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 waivee pursuant to the code. an exception or waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Services	Term
Example: (R#XX-XX/POXX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
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NONE		NOT APPLICABLE/	

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

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):

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AND

By signing below I acknowledge that I have read, understand and agree to ablde by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

Printed Name: Karis Engle Kario P. \*Applicant's Signature:\_ Date: 11.16.2021 Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountysthics.com or contact us via email at sthics@palmbeachcountysthics.com or (561) 355-1915. Return this FORM to: {Insert Liaison Name Here], {Insert Department/Division Here}

Date:

Revised 02/01/2016

	(Insert Address Here)	1
Section III (Commissioner, (Capplicable); Appointment to be made at BCC Meeting on:	Maria y	Mai
Commissioner's Signature	Dister	2/17/21

**Commissioner's Signature:** 

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

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Contract/Transaction No.	Department/Division	Description of Services	Term
Example: (R#XX-XX/PO XX) R20200012	Parks & Recreation	General Maintenance	<u>10/01/00-09/30/2100</u>
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By watching the training program on the Web, DVD or VHS on By attending a live presentation given on \_\_\_\_\_\_, 20 11.16 20 21 ,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:

Cario E. Qe Printed Name; Karis Engle \*Applicant's Signature; Date: 11.16.2021

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 Linison Name Here}, {Insert Department/Division Here} (Insert Address Here)

Section III (Commissioner, if applicable); Appointment to be made at BCC Meeting on:

Melisse MCK

Commissioner's Signature: 121. Date: Pursuant to Florida's Public Records Law, this document muy be reviewed and photocopied by members of the public.

Page 2 of 2

Revised 02/01/2016

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AND

By signing below I acknowledge that I have read, understand and agree to ablde by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

Janio P A CO \*Applicant's Signature; Printed Name: Karis Engle Date: 11.16.2021 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 (561) 355-1915.

Return this FORM to: {Insert Linison Name Here}, {Insert Department/Division Here} [Insert Address Here]

Section III (Commissioner, (fapplicable); Appointment to be made at BCC Meeting on:

Commissioner's Signature: 1. Value 17 7 21 Date Revised 02/01/2016

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

# Karis Engle

For more than 10 years, Karls Engle has served as the President/CEO of The Glades Initiative, a nonprofit addressing health and human service system of care needs in the Glades. With over 25 years of experience working in nonprofit organizations, she is a passionate advocate for reducing disparities and improving access to culturally and inguistically appropriate services. She brings a wealth of knowledge pertaining to the provision of health and human services to vulnerable populations, including access to care and rural health issues.

Ms. Engle holds a Master of Science degree in Organizational Leadership and a Bachelor of Arts in International Development with an emphasis in Social Work. She has lived and worked internationally and is conversational in Spanish and Haitlan Creole.

Create Karis and har team at The Glades Initiative have been recognized for their hard work with various awards, including; 2014. Hero's in Medicine –Outreach, winner of the 2015 Women in Leadership Excellence. Nonprofit Sector, by the Executive Women of the Paim Beaches, 2016 Molina Healthcare Florida Community Champion Award, and in 2017 The Ascension Award, Non-Profit of the Year from the Black Chamber of Paim Beach County. Beach County (Past Board Non-Profit of the Year from the Black Chamber of Paim Beach County (Past Board President), Board Member of Legal Ald of Paim Beach County and Board Member of The Paim Beach County Allance – District 9 and Glades PATCH. On a more personal note, she is passionate about spending time with friends and fully, travelling, heatthy eating, photography, and growing thing.

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	PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS BOARDS/COMMITTEES APPLICATION
	ed on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL, applicable" where appropriate. Please attach a biography or resume to this form.
Section I (Department)	t (Please Print)
Board Name: Fari	mworker Career Development Program Advisory [X] Not Advisory []
[X] At Large A	Appointment or [] District Appointment /District #:
Term of Appointment:	1. 6 Years. From: 3, 8 2022 To: September 30, 2023
Seat Requirement:	Education Seat #: 9
XI*Reappoints	nent or []New Appointment
or [] to comple	ete the term of Due to: [] resignation [] other
Completion of term to	
	ag considered for reappointment, the number of previous disclosed voting conflicts during the previous ad by the Board of County Commissioners:
Section II (Applicant):	(Please Print)
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Contract/Transaction No.	Department/Division	Description of Services	Term
Example: (R#XX-XX/PO_XX)	Parks & Recreation	General Maintonance	10/01/00-09/30/2100
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		understand, and agree to abide by Article XI Ethics training (in the manner checked below	
		n on the Web, DVD or VHS on10/6 given on, 20	2021
	AND		
& State of Florida Code o	f Ethics:	inderstand and agree to abide by the Guide to Printed Name: <u>Jourgas Byourg</u>	
Any questions and/or concerns re website <u>www.palmbeachcountyer</u>	y garding Article XIII, the P <u>hics.com</u> or contact us via	aim Beach County Code of Ethics, please visit email at <u>ethics@paimbeachcountyethics.com</u> o	the Commission on Ethics or (561) 355-1915.
Yrinca Del	Bosque, Community Se	urn this FORM to: rvke/Farmworker Career Development Proj , Room 216, Belle Glade, FL 33430	gram
Section III (Commissioner, if an Appointment to be made Commissioner's Signature:		H Date:	21
Pursuant to Florida's Public Records Law,	this document may be reviewed	and photocopied by members of the public,	Revised 02/01/2016
Page 2 of 2			

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

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R2021-1022	CSO	client srvs	5/1/21-
	(Attach Addit	onal Sheet(s), if necessary) OR	9/30/22
NONE		NOT APPLICABLE/ (Governmental Entity)	

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AND

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\*Applicant's Signature: Douglas Barris Youn Date: 10 \_ Printed Name: Aougla

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> Return this FORM to: Yrinea Del Bosque, Community Service/Farmworker Career Development Program 38754 State Rd #80, Room 216, Belle Glade, FL 33430

# Section III (Commissioner, if applicable);

Appointment to be made at/BQC Meeting on: 14 121 21 Commissioner's Signature INU Date: Revised 02/01/2016

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20. Commissioner's Signature:\_ Revised 02/01/2016

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Revised 02/01/2016

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	AND		

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*Applicant's Signature: <u>Manaford Banna</u> Printed Name: <u>Danafas Byanna</u> Date: <u>10/6/202</u> Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website <u>www.palmbeachcountvethics.com</u> or contact us via email at <u>ethics@palmbeachcountvethics.com</u> or (561) 355-1915.
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Commissioner's Signature: Melissa Michiel Date: 12/02/21

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•		is FORM to:	
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Page 2 of 2			
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DOUGLAS O. BROWN 104 Oxford court Royal Palm Beach FL, 33411 (954) 931-3013

# dougbrown18813@vahoo.com

# SUMMARY OF QUALIFICATIONS

Currently, I'm the Director over the Electrical, Low Voltage and Building Construction Management programs at Palm Beach State College (PBSC) Lake Worth campus. Major responsibilities are to develop long range goals, objectives, priorities. Also, recommend and monitor various projects to ensure maximum effectiveness and compliance. Communicate program information internally. Manage faculty and address faculty issues. Manage department budget. Previously I was the Network Security grant outreach and advisor. My responsibilities were to execute project Computer Outreach for a Diverse Education (CODE), recruit women and minorities for computer science certificate programs. Prior to that, I was project manager for all programs assigned to Career Certificate Programs (CCP) at the Palm Beach State College Belle Glade campus. In that role I developed long-range goals, objectives, priorities, and recommendations such as a sustainable dual enrollment program. Conducted numerous relevant workshops at area high schools and career agencies for PBSC.

Skilled in relationship management and results-oriented approaches, with over 15 years' experience in project management and budget management. Experience includes self-management, effectively managing multiple projects concurrently, and skilled collaboration between multiple business partners. Attention to detail.

# PROFESSIONAL EXPERIENCE

# PALM BEACH STATE COLLEGE

NSF Project CODE Post-Secondary Advisor

- Develop long range goals, objectives, priorities.
- Recommend and monitor various projects to ensure maximum effectiveness and compliance.
- Communicate program information internally.
- Manage faculty and address faculty issues. Manage department budget.
- Manage and Facilitate Construction Management Internship program.
- Manage Electrical and Low Voltage work-based learning program

# PALM BEACH STATE COLLEGE

NSF Project CODE Post-Secondary Advisor

- Project manager for business partnerships
- Project manager for industry certifications bootcamp and testing

Feb 2020 - July 2021

Aug 2021 - Present

- NSF outreach and recruiter for Palm Beach County western communities. Coordinating
  with high schools, CareerSource and other non-profit and educational agencies. Ensuring
  maximum effectiveness and compliance so that the deliverables for the NSF grant are met.
- Plan, publicize and execute recruiting projects for the Network Security program which targets women and minorities.
- Maintain database for prospective students using Microsoft suite of software.
- Identify and recruit quality students for the NSF grant.
- Written and Verbal communication demonstrated with National Science Foundation grant coordinator assigned to the PBSC grant. Communication such as meeting minutes, brochures, link to Network Security webpage that I created for the grant.

# **CCP** Project manager

# 2015 - Jan 2020

- CCP assistant to the director for vocational programs on that Belle Glade campus
- Developed long range goals for awarding PBSC vocational scholarships and vocational dual enrollment programs on the Belle Glade campus.
- Recruited and implemented dual enrollment Welding and Cosmetology programs with Glade Central high school, Pahokee high school and Everglades Preparatory Academy.
- Member of Farmworkers Career Development Program/Community advisory board. This
  is a Palm Beach County program to assist participants in job training and career services. In
  this capacity I'm the college liaison for programs and services with outside agencies or
  community leaders. Also, I communicated program information internally at PBSC.
  Consulted and advised community leaders within my area of expertise.
- Adhere to state and college compliance rules regarding financial aid and testing.
- Teach, instruct and mentor CCP instructors on how to use computer technology such as Blackboard, Simple Syllabus, Outlook, Microsoft Word, and Microsoft Excel.
- Plan and facilitate CCP information sessions. During those sessions I responded to complex inquiries from all levels of employees or external sources regarding a variety of questions, such as clarification of College or Campus policy and procedures.
- Member of Center of Teaching and Learning Excellence (CTLE) director search committee, Job Core grant Employee Counselor and Job Core career counselor search committees.
- Develop and maintain relationships among departments.
- Assists the CCP director in scheduling and meeting administrative requirements of parttime, full-time vocational instructors. In addition, I publicized available National Science Foundation program and student courses both internal and external to PBSC.
- Demonstrated needs assessment to identify knowledge, skills, behaviors, and competencies required for the Welding students by creating practice sessions to prepare them to pass NCCER tests. In addition, I analyzed and interpreted data that is available on the Heavy Equipment program at Belle Glade so that students will be able to pass the Automotive Service Excellence (ASE) national certification.
- I created the curriculum for the Belle Glade Heavy Equipment student refresher course so
  that they will be able to pass the ASE national certification test. To do this I conducted a
  needs assessment to identify knowledge, skills, behaviors, and competencies required in
  passing the certification test. I created and provided the student guide and handouts and
  other associated materials for classroom delivery of the refresher course. This course was
  scheduled for 1 hour 2 days per week.

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

ection I (Department); (Pl	ease Print)			
Board Name: Farmwo	rker Career Development Pr	ogram	Advisory [X]	Not Advisory [ ]
[X] At Large Appo	intment	or []	District Appointment /Di	strict #:
Term of Appointment:	12 G Years.	From: 03 08 3	HO22 To: 9	30 2023
Seat Requirement:	. Tarmworke	r Advocat	Seat #:	2
[]*Reappointment	or	[X]New A	ppointment	
or [] to complete the	he term of	Due to:	[] resignation	[] other
Completion of term to expi	re on:		_	
	onsidered for reappointme		disclosed voting conflic	ts during the previous
erm shall be considered by	y the Board of County Con	missioners:		
Section II (Applicant): (P	lease Print) CEMPTED, MUST BE A CO	TINTY PERIOENT		
0.				
Name: <u>J</u>	cere Co	Gile.	/ Middle	
Occupation/Affiliation:	Farm Labo			of Operation
•	Owner K	Employee X	, Officer	
	~ ~		- / -	
Business Name:	the true of t	POR IMITION	c / Project	· LIFT
<b>Business Address:</b>	1140 NE 187	≥ Street	1	
City & State	Belle Blad-	e, FL i	Cip Code: <u>B3</u>	430
Residence Address:	7820 78	the Way		
City & State	West Palm	0 1 1.	Lip Code: 3	3407
Home Phone: (		Business Phone:		Ext.
Celi Phone:	5-1 235 1419	Fax:		LAL.
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Minority Identification Co [] Native-America		[] Female an [] Asian-American	African-American	[] Caucasian
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Page 1 of 2				
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Revised 02/01/2016

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Page 2 of 2

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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.

Contract/Transaction No.	Department/Division	Description of Services	Term
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
	(Attach Additional Sho	eet(s), if necessary) DR	
NONE	$\square$	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.paimbeachcountvethics.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 Paim 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 $10/5$ 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:				
Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website <u>www.palmbeachcountyethics.com</u> or contact us via email at <u>ethics@palmbeachcountyethics.com</u> or (561) 355-1915.				
Return this FORM to: Times Dei Dosque, Community Servicerraninavonari Career Development Frogram 38754 State Rd #80, Room 216, Belle Glade, FL 33430				
Section III (Commissioner, if applicable): Appointment to be made at BCC Meeting on:				
Commissioner's Signature: Melisse Meline Date: 16 2d				
Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public. Revised 02/01/2016				
Page 2 of 2				

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Return this FORM to: Trimea Dei Dosque, Community Service/Farmworker Career Derelopment Program 38754 State Rd #80, Room 216, Belle Glade, FL 33430

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Mas 40 Commissioner's Signature: 12 20 \$7 Date:

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

Revised 02/01/2016

# Cergile Sincere • 561.235.1619 • Cergesincere@gmail.com

Over a decade of progressive experience with a major healthcare organization, including being a key member in 3 Florida hospital start-ups. Repeatedly successful in capturing new business and establishing relationships with decision makers for the betterment of the organization. Expert in developing consultative business partnerships – assessing needs, learning marketing objectives and devising creative strategies that deliver the desired benefit. Demonstrated ability to introduce new concepts and nontraditional services at the highest corporate level.

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• Researched industry market conditions and established market surveys to provide competitive edge to increase revenue.

	<ul> <li>Collaborated with senior management to ide and developed strategies to secure new clies</li> <li>Provides strategic direction to the business market activities.</li> </ul>	nts.
	ise Hospital of Miami, Miami Lakes, FL <u>ate Administrator</u>	April 2015-December 201
	<ul> <li>Consulted with senior executive manageme goals, design supporting business and finan staffed hospital.</li> </ul>	
	<ul> <li>Conducted ongoing analysis of the Centers I and quality indicators to evaluate the efficient operations for a 60 bed facility.</li> </ul>	ency, quality and productivity of the div
	<ul> <li>Assist various department managers in the</li> <li>Update the safety standards of the facility standards of the f</li></ul>	
	ise Hospital of Fort Myers, Fort Myers, FL ant Director of Hospital Operations - FL Region Assisted in directing the day to day function	January 2010-April2015
	<ul> <li>Assisted in directing the day to day function current federal, state, and local standards, g highest degree of quality care is maintained</li> </ul>	uidelines and regulations to assure the l at all times.
	<ul> <li>Directed, analyzed, and supported operatio objectives and initiatives were carried out s</li> </ul>	successfully.
	<ul> <li>Responsible for ongoing coordination and c planning, physician relations and program</li> <li>Utilized management skills to develop and c business plann/or program.</li> </ul>	development.
يىرى ئۇچىرا ئىيالىي تىسى	<ul> <li>Developed plans with the budgeting proces</li> </ul>	s, and fiscal management
	ise Healthcare (Corporate), Boca Raton, FL 1/Administrator in training	August 2006 – January 2010
•	Collected, analyzed, and interpreted data and in Rotating thru each department within a long te service sums	
٠	hires	
•	Excellent communication skills with residents, Gained the knowledge & skills necessary to bec	staff and families; sound decision maki come a hospital administrator
	da Atlantic University, Boca Raton, FL urketina Representative	

\_\_\_\_\_

- Developed marketing campaigns to increase awareness and engagement for all of Florida Atlantic University sporting events.
- Designed marketing materials to be displayed throughout the campuses.
- Engage with students to promote upcoming events.

# **Additional Activities**

FAU Football Alumni Association <u>Co Chair</u>

- Self-funded, football Alumni Association dedicated to promoting local home game attendance and engagement.
- Initiatives involve coordinating annual Alumni Flag football game, engaging media to
  provide coverage of upcoming events to get local community involved.

(References available upon request)

# Attachment 2

# Resolution No. R-2014-0402

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, ESTABLISHING THE FARMWORKER PROGRAM ADVISORY BOARD; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida, is served by a number of advisory boards, committees, commissions, task forces, and authorities which have been established by the Board of County Commissioners from time to time; and

WHEREAS, the Florida Department of Education requires all Farmworker Program grant recipients to establish a local advisory board comprised of students, farmworker representatives, representatives from business, education, and community agencies; and

WHEREAS, the Board of County Commissioners is a Farmworker Grant Program recipient; and

WHEREAS, the active counsel of those interested in the welfare of farmworkers is important to the effective management and productivity of the Farmworker Program; and

WHEREAS, an advisory board is expected to offer recommendations for program improvement and will provide information relevant to policies which impact the Farmworker Jobs and Education Program (FJEP) students, program and employment opportunities within the community; and

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

## Section 1: <u>Creation</u>

The Farmworker Program Advisory Board (Advisory Board) is hereby created to serve in an advisory capacity to the Board of County Commissioners.

## Section 2: Purpose

The Advisory Board's purpose is to strengthen the FJEP and to advise, assist, support and advocate on matters that will strengthen employment opportunities for clients served by the program.

# Section 3: <u>Responsibilities</u>

The Advisory Board shall have the following responsibilities:

- A. Help recruit students into the program;
- B. Assist in placing students at employment sites;
- C. Assist by offering job mentoring and shadowing opportunities for students;
- D. Facilitate cooperation and communication between the FJEP and the community;
- E. Offer recommendations for program improvement;
- F. Study number of workers needed by target occupation in the community and advise the FJEP staff on economic development opportunities in the community;
- G. Assist the program in setting priorities and participate in ongoing planning activities;
- Provide third-party endorsements, introductions, and attend community meetings when appropriate; and
- I. Support and advocate for the FJEP by helping raise the profile and visibility.

## Section 4: Membership

The Advisory Board shall be comprised of nine (9) members appointed by the Board of County Commissioners. Members shall be concerned citizens who understand the problems encountered by farmworkers and are willing to be advocates for farmworkers. Members shall represent a cross-section of community leaders, stakeholders and clients served by the program. Members shall have knowledge of the career tasks and competency requirements for specific occupations. At least one (1) member shall represent the regional workforce agency and one (1) member shall be a current or former enrollee/client served by the program.

### Section 5: Nominations

Program staff and the Advisory Board may provide recommendations for nominations to the Board of County Commissioners. Members of the Board of County Commissioners shall also be advised of open seats and be provided an opportunity to submit nominations in accordance with the procedures described in Countywide PPM #CW-0-023.

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Section 6: <u>Terms of Office</u> Terms of office for Advisory Board members shall be two (2) years commencing on October 1 and ending on September 30th. The initial appointments to the Advisory Board may be made at any time during the year, and will be effective on the date of appointment. Term ending dates for initial appointments that do not occur on October 1<sup>st</sup> shall be September 30<sup>th</sup> of the year which provides the closest calculation to a two (2) year term.

Section 7: <u>Number of Terms Served</u> There shall be a limit of two (2) consecutive two (2) year terms.

#### Section 8: Vacancies

Vacancies occurring during a term shall be filled for the unexpired term.

#### Section 9: Removal without Cause

Advisory Board members serve at the pleasure of the Board of County Commissioners and may be removed without cause upon majority vote by the Board of County Commissioners.

#### Section 10: Removal for Lack of Attendance

Advisory Board members shall be automatically removed for lack of attendance. Lack of attendance is defined as a failure to attend three (3) consecutive meetings or a failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall be the same as failure to attend a meeting. Members removed pursuant to this section shall not continue to serve on the board and such removal shall create a vacancy.

#### Qualification as a Candidate Section 11:

Advisory Board members shall not be prohibited from qualifying as a candidate for elected office.

#### **Eligibility to Serve** Section 12:

County employees, other than Commissioners Aides, are not eligible to serve on the Advisory Board unless the County employee is an elected official within Palm Beach County and is nominated for inclusion on the board by an entity other than the Board of County Commissioners. Employees of other units of local government may not represent their respective governments on boards, unless otherwise provided by statute or other rule of law. Former Board of County Commissioners members may not be appointed to the Advisory Board for at least two (2) years following their last day in office as a County Commissioner.

#### Section 13: **Residency Requirement**

All Advisory Board members must be residents of Palm Beach County at the time of appointment and while serving on the board.

#### Section 14: Officers

The Advisory Board shall have a Chair, Vice-Chair and Recording Secretary who are elected by the membership for one (1) year terms. Elections shall be held at the first meeting of the membership year (October 1 - September 30) and shall require a simple majority of appointed members for selection. Duties of officers shall be those commonly ascribed to these offices, however, the Recording Secretary shall delegate preparation of meeting minutes and meeting notification functions to program staff and serve in an oversight capacity,

#### Section 15: Sunshine Law and State Code of Ethics

The Advisory Board must comply with the Sunshine Law and State Code of Ethics. Reasonable public notice of all board meetings shall be provided. All meetings of the board shall be open to the public at all times and minutes shall be taken at each meeting.

#### Section 16: Palm Beach County Code of Ethics

Advisory Board members are to comply with the applicable provisions of the Palm Beach County Code of Ethics as codified in Section 2-254 through 2-260 of the Palm Beach County Code.

#### Section 17: State Financial Disclosure

Appointees to boards that are required to submit a Statement of Financial Interests with the State of Florida Commission on Ethics will be notified that failure to submit a Statement of Financial Interests within 30 days of appointment shall result in invalidation of the appointment.

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Section 18: Travel Expenses, Reimbursement and Approval Authority

Travel reimbursement is limited to expenses incurred only for travel outside Palm Beach County necessary to fulfill board member responsibilities when sufficient funds have been budgeted and are available as set forth in PPM CW-O-038. No other expenses are reimbursable except documented long distance phone calls to the liaison County department. Approval authority for pre-authorized board member travel is designated to the County Administrator and Deputy County Administrator and shall be in accordance with PPM CW-F-009.

#### Section 19: Annual Narrative Report

The Advisory Board shall submit an annual narrative report to the Agenda Coordinator. The form, substance, and submittal dates for annual narrative reports are established by PPM CW-O-060.

#### Section 20: **Conduct of Meetings**

A quorum must be present for the conduct of all Advisory Board meetings. A majority of the members appointed shall constitute a quorum. All meetings shall be governed by Robert's Rules of Order.

#### Section 21: Frequency of Meetings and Notice

The Advisory Board shall meet at least four (4) times a year. Written notice of upcoming meetings shall be sent to Advisory Board members at least ten (10) days prior to the meeting.

Section 22: <u>Conflict with Federal or State Law or County Charter</u> Any statutory or Charter provisions in conflict with this Resolution shall prevail.

#### Section 23: **Effective Date**

The provisions of this Resolution shall be effective April 1, 2014.

The foregoing resolution was offered by Commissioner <u>Abrama</u> adoption. The motion was seconded by Commissioner who moved its Berger , and upon being put to a vote, the vote was as follows:

Commissioner Priscilla A. Taylor, Mayor	-	Aÿe
Commissioner Paulette Burdick, Vice Mayor	-	Aye
Commissioner Hal R. Valeche	-	Aye
Commissioner Shelley Vana	-	Aye
Commissioner Steven L. Abrams	-	Ауе
Commissioner Mary Lou Berger		Ауе
Commissioner less & Santamaria		Ave

The Chair thereupon declared the Resolution duly passed and adopted this \_\_\_\_\_ day of April April \_\_\_\_ 2014.

3

Palm Beach County, Florida by its Board of County Commissione

Sharon R. Bock, Cler

**Deputy Clerk** 

Approved as to Form and Legal Sufficiency

1 Chief Assistant County Attorney

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