

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

Meeting Date: **September 13, 2022**
 Department: **Florida Department of Health, Palm Beach County**
 Submitted by: **Division of Environmental Public Health**
 Advisory Board Name: **Child Care Advisory Council**

I. EXECUTIVE BRIEF

Motion and Title: staff recommends motion to approve: the appointment of (2) members to the Child Care Advisory Council to fill the positions listed below.

SEAT #	NOMINEE:	REQUIREMENT:	Term	NOMINATED BY:
2	Karen Davis-Robinson	Represents and operates a Large Family Child Care Home as a private enterprise.	10/1/2022 to 9/30/2025	Commissioners Robert Weinroth and Melissa McKinlay
7	Colleen Kelly-Statler	Represents the Department of Children and Families.	10/1/2022 to 9/30/2025	Commissioners Robert Weinroth and Melissa McKinlay

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 appointment to Seat 2, Karen Davis-Robinson, is the owner and operator of Robinson Tiny Tots Family Child Care LLC. She has owned her Family Child Care Home since 2014.

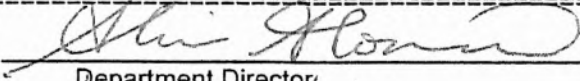
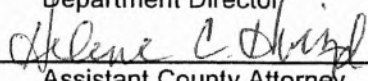
The applicant for appointment to Seat 7, Colleen Kelly-Statler, is a contract manager with the Department of Children and Families with over 24 years of experience in serving children and families in Palm Beach County. She was appointed to the Council on October 1, 2021 to complete the term of a predecessor. She is recommended for appointment to her first full term of service.

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 6:0. The nominee for Seat 2 is an African American female and the nominee for Seat 7 is a Caucasian female. 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)

Recommended by:  8/25/22
 Department Director Date
 Legal Sufficiency:  8/29/22
 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): (Please Print)

Board Name: CHILD CARE ADVISORY COUNCIL Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: N/A Years. From: _____ To: _____

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

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other

Completion of term to expire on: Not Applicable

*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 Manager
Owner Employee Officer

Business Name: Florida Department of Children and Families

Business Address: 111 South Sapodilla Avenue, Rm 317 F

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

Residence Address: 50 West Pine Tree Ave.

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

Home Phone: () N/A Business Phone: (561)227-6780 Ext. _____

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

Email Address: Colleen.kellystatler@myffamilies.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

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 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: 8/17/2022

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:
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: R. W. W...

Date: 8/22/22

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

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Section I (Department): (Please Print)

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, 2022 To: September 30, 2025

Seat Requirement: Member who operates a family child care home as a private enterprise Seat #: 2

*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: Davis-Robinson Karen
Last First Middle

Occupation/Affiliation: Family Child Care Operator
Owner Employee Officer

Business Name: Robinson Tiny Tots Family Child Care, LLC. [Family Child Care Home].

Business Address: 2603 W 28th Street

City & State: Riviera Beach, Florida Zip Code: 33404

Residence Address: 2603 W 28th Street

City & State: West Palm Beach, Florida Zip Code: 33404

Home Phone: (561) 574-8512 Business Phone: _____

Cell Phone: () Fax: (561) 863-5990

Email Address: davis7769@yahoo.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.

Contract/Transaction No.	Department/Division	Description of Services	Term
NONE			
(Attach Additional Sheet(s), if necessary) OR			
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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 By attending a live presentation given on _____, 20____

AND

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

*Applicant's Signature: [Signature] Printed Name: Karen Davis Robinson Date: 8/19/22

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.

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 Courtney Shippey
 Florida Department of Health Palm Beach County
 800 Clematis Street, West Palm Beach, FL 33401

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Commissioner's Signature: [Signature] Date: 8/22/22

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Term of Appointment: N/A Years. From: _____ To: _____
Seat Requirement: Represents the Department of Children & Families. Seat #: 7
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Name: Kelly-Statler Colleen
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Occupation/Affiliation: Contract Manager
Owner Employee Officer
Business Name: Florida Department of Children and Families
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City & State: West Palm Beach, Florida Zip Code: 33401
Residence Address: 50 West Pine Tree Ave.
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Home Phone: ()N/A Business Phone: (561)227-6780 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
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Section II Continued:

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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 McKealy Date: 8/22/22

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

Revised 02/01/2016

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- By attending a live presentation given on _____, 20____

AND

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

*Applicant's Signature: [Signature] Printed Name: Karen Davis Robinson Date: 8/19/22

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:
Courtney Shippey
Florida Department of Health 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 McKeith Date: 8/22/22

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



Karen Robinson

📍 Riveria Beach, FL 33404 📞 5615748512 ✉️ davis7769@yahoo.com

PROFESSIONAL SUMMARY

Enthusiastic Job Title eager to contribute to team success through hard work, attention to detail and excellent organizational skills. Clear understanding of Task and training in Skill. Motivated to learn, grow and excel in Industry. Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

SKILLS

- Direct Patient Care
- Instructional Strategies
- Student Records
- Cardiopulmonary Resuscitation (CPR)
- Staff Assessments
- Student Learning Support
- Competency Assessment
- Teacher Support
- Coping Skills
- Behavior Modeling
- Staff Support
- Daily Lesson Plans

WORK HISTORY

CPR INSTRUCTOR

08/2007 to CURRENT

Robinson Tiny Totts FCC LLC | Riveria Beach, FL

- Provided immediate and constructive feedback to students individually and as group.
- Evaluated students' competencies through written assignments and examinations.
- Delivered individualized instruction on observation, assessment, decision-making and patient health teaching.
- Instructed students on how to perform head-to-toe assessments on patients and how to intervene in medical emergencies.
- Updated instructional materials, ordered equipment and supplies and utilized various learning modalities to enhance instruction.
- Distributed course syllabus and communicated course standards and learning objectives to students.
- Analyzed clinical settings' effectiveness in helping students achieve course and program outcomes.
- Collaborated with Type instructors to implement best practices to enhance student learning.

DIRECTOR

07/2004 to CURRENT

Robinson Tiny Totts FCC LLC | Riveria Beach, FL

- Hired and directed teams to achieve daily and long-term operations and business goals.

- Worked closely with organizational leadership and board of directors to strategically affect operational direction.
- Managed daily operations while overseeing multiple locations to foster increased productivity.
- Monitored office workflow and administrative processes to keep operations running smoothly.
- Maintained effective schedule balance between rest periods, active play and instruction.
- Introduced children to educational games and activities to boost learning.
- Enforced rules and managed behavior through developmentally appropriate discipline.
- Sanitized dishes, tabletops, toys and frequently touched surfaces to prevent spreading of germs.
- Applied positive behavior management techniques to enhance social interactions and emotional development.
- Led children in creative, athletic and educational activities while maintaining safe and orderly group.
- Prepared healthy foods and beverages for children based on optimal dietary guidelines and individual restrictions.
- Observed play activities to identify positive behaviors and areas in need of improvement, implementing behavior redirection where appropriate.
- Set and enforced rules to maintain children's safety and created welcoming, caring environments for all children.
- Cared for children ages Age to Age in nurturing and age-appropriate way.
- Instructed children in crafts and other activities to promote gross and fine motor skills.
- Used positive reinforcement techniques to promote patience and other good behaviors in children.
- Helped children develop motor skills in preparation for preschool and kindergarten.
- Prepared group activities to enhance socialization, communication and problem-solving skills for children.
- Maintained group discipline through positive reinforcement, behavior modeling and collaboration with parents.

MEDICAL ASSISTANT

06/1998 to 07/2004

Gm Physicians | Palm Beach Gardens, Florida

- Obtained client medical history, medication information, symptoms and allergies.
- Directed patients to exam rooms, fielded questions and prepared for physician examinations.
- Performed clerical duties, such as word processing, data entry, answering phones and filing.
- Collaborated with medical and administrative personnel to maintain patient-focused, engaging and compassionate environment.

- Promoted office efficiency, coordinating charts, completing insurance forms and helping patients with diverse needs.
- Gathered forms and copied insurance cards to collect patient information for billing and insurance filing.

EDUCATION

- Cpr Instructor 08/2007
Red Cross , West Palm Beach, FL
- Child Care 06/2004
Palm Beach State College, Lake Worth, FL
 - Professional development completed in Subject
 - Continuing education in Subject
- Diploma 06/1987
Northshore High School , West Palm Beach, FL



PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
CHILD CARE ADVISORY COUNCIL

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 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 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 he 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 C	Courtney Shippey MPA RE	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

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
scalderson520@bellsouth.net Technology Rep 10/01/2021 09/30/2024

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 Colleen Kelly-Statler Member CA F 561-227-6783 Florida Department of Children & Families Rep. 10/01/2021 09/30/2022
colleen.kellystatler@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



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	Member	CA	F	561-685-9847	Private Child Care Facility Representative	05/15/2018	10/01/2021	09/30/2024
	301 Palmetto St West Palm Beach FL 33405								

NOMINATED BY :

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

NOMINATED BY :

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

NOMINATED BY :

4	Claudette A Rifenberg crifenbe@pbcgov.org	Member	AA	F	561-712-6600 X6613	Consumer Protection Enforcement Official	02/01/2022		09/30/2023
	Palm Beach County/Consumer Affairs Division 50 S Military Tr West Palm Beach FL 33415								

NOMINATED BY :

* indicates a member having an action pending

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, SITTING AS THE CHILD CARE FACILITIES BOARD: PROVIDING AN AMENDMENT TO ARTICLE IV OF THE PALM BEACH COUNTY RULES AND REGULATIONS GOVERNING FAMILY CHILD CARE HOMES AND LARGE FAMILY CHILD CARE HOMES; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SEVERABILITY; PROVIDING FOR A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 59-1698, Laws of Florida, as amended by Chapter 77-620 and Chapter 2010-249, Laws of Florida, provides that the Palm Beach County Board of County Commissioners sitting as the Child Care Facilities Board shall make, promulgate, amend, and repeal such rules and regulations as are necessary to protect the health and safety of persons in child care facilities, family child care homes, and large family child care homes; and

WHEREAS, it is necessary to amend the existing Palm Beach County Rules and Regulations Governing Family Child Care Homes and Large Family Child Care Homes to clarify that Child Care Advisory Council Members filling seats 4 and 5 may be County Employees.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, sitting as the Child Care Facilities Board that:

Section 1. Article IV of The Palm Beach County Rules and Regulations Governing Family Child Care Homes and Large Family Child Care Homes is hereby amended to read as follows:

CHAPTER 2

PALM BEACH COUNTY RULES & REGULATIONS GOVERNING FAMILY CHILD CARE HOMES AND LARGE FAMILY CHILD CARE HOMES

* * * *

Article IV. LICENSURE PROCEDURES AND REQUIREMENTS

* * * *

B. LICENSURE PROCEDURES

* * * *

2. The Child Care Advisory Council

(a) Appointment and Termination

(i) In accordance with Chapter 59-1698, Special Acts, Laws of Florida, as amended, the Palm Beach County Board of County Commissioners, sitting as the Child Care Facilities Board, shall appoint a Child Care Advisory Council. Members of the Child Care Advisory Council shall serve at the pleasure of the Board of County Commissioners and may be removed without cause at any time. The Council shall be composed of seven members consisting of the following:

(a) Two members who represent and operate as a private enterprise a facility regulated hereunder; one of whom operates a family child care home or a large family child care home (Seats 1 and 2 respectively).

(b) One member who represents and operates a parochial facility regulated hereunder (Seat 3).

(c) One member who represents a consumer protection enforcement official. This member may be a County Employee (Seat 4).

(d) One member for fire protection, engineering, or technology. This member may be a County Employee (Seat 5).

(e) One member who at the time of appointment was a parent of a child in a facility regulated hereunder (Seat 6).

(f) One member who represents the Department of Children and Families (Seat 7).

Section 2. Repeal of Laws in Conflict All local rules and regulations or local laws in conflict with any provision of this resolution are hereby repealed to the extent of any conflict.

Section 3. Inclusion in the Code of Laws and Ordinances The provisions of these Rules and Regulations shall become and be made part of the Code of Laws and Ordinances of Palm Beach County, Florida and the Articles of these Rules and Regulations may be re-numbered or re-lettered to accomplish such intention, and the words "rules and regulations" may be changed to "section", "article", or other appropriate word.

Section 4. Severability If any section, subsection, sentence, clause, or provision of these Rules and Regulations is held unconstitutional, inoperative, or void, by a court of competent jurisdiction, such holding shall not affect the remainder of these Rules and Regulations.

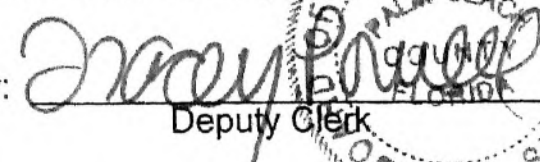
Section 5. Savings Clause All enforcement actions related to any license issued pursuant to the Palm Beach County Rules and Regulations Governing Family Child Care Facilities and initiated prior to the effective date of these Rules and Regulations shall continue in full force and effect without interruption.


Section 6. Effective Date The provisions of these rules and regulations shall become effective upon approval by the Board of County Commissioners, sitting as the Child Care Facilities Board, and filed with the Clerk to the Board of County Commissioners.

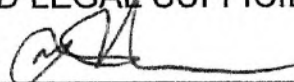
The foregoing Resolution was offered by Commissioner McKinlay, who moved its adoption. The motion was seconded by Commissioner Weinroth, and being put to a vote, the vote was as follows:

- Commissioner Dave Kerner, Mayor - Aye
- Commissioner Robert S. Weinroth, Vice Mayor - Aye
- Commissioner Hal R. Valeche - Aye
- Commissioner Gregg K. Weiss - Aye
- Commissioner Mary Lou Berger - Absent
- Commissioner Melissa McKinlay - Aye
- Commissioner Mack Bernard - Aye

The Mayor thereupon declared the Resolution duly passed and adopted this 6th day of October, 2020.

PALM BEACH COUNTY, FLORIDA, BY ITS BOARD OF COUNTY COMMISSIONERS
SHARON R. BOCK, CLERK & COMPTROLLER
By: 
Deputy Clerk



APPROVED AS TO FORM AND LEGAL SUFFICIENCY
By: 
fcr County Attorney



**CHAPTER 59-1698, SPECIAL ACTS, LAWS OF
FLORIDA, AS AMENDED BY CHAPTER 2010-249,
SPECIAL ACTS, LAWS OF FLORIDA**



**PALM BEACH COUNTY
HEALTH DEPARTMENT**

This copy has been modified for easy reading. For an official copy, refer to the Florida Laws. You can access the Florida Laws at <http://laws.flrules.org/>

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

1. Children: persons related to the operator of a facility regulated under this act under 13 years of age, and all other persons under 18 years of age.
2. Family Day Care Home: An occupied residence in which custodial care is rendered to one to six children, inclusive, 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
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 children, which shall include those children under 13 years of age who are related to the caregiver:
 - a. A maximum of eight children from birth to 24 months of age.
 - b. A maximum of 12 children with no more than four children under 24 months of age.
4. Child Care Facility: Any building or shelter in which custodial care is rendered to six or more children, and for which the owner or operator receives a payment, fee, or grant for any of the children, and which receives a payment, fee, or grant for any of the children receiving care, whether or not operating for profit, or which is held out to the public to be an establishment which regularly provides child custodial services.

Section 2. **PERMIT REQUIRED FOR ESTABLISHMENT, MAINTENANCE AND OPERATION:**

It shall be unlawful for any person, firm or corporation to establish, maintain or operate in Palm Beach County, Florida, a child care facility, large family child care home, or family day care home without first obtaining a permit therefor from a board, to be designated as the Child Care Facilities Board, and without permanently posting such permit in the child care facility, large family child care home, or family day care home. Such Child Care Facilities shall be composed of the Board of County Commissioners of Palm Beach County, hereafter referred to as the Board. The Chairman of the Board of the County Commissioners of Palm Beach County shall be

chairman of the Child Care Facilities Board and the Board shall meet at least once every 3 months at a time and place designated by the Board.

Section 3. **APPLICATION FOR PERMIT:** Application for a permit to operate a child care facility, large family child care home or family day care home shall be made to the Board in writing, and on a form, and under regulations prescribed by the Board. The application shall state the name and address of the applicant, his or her occupational history and qualifications, the type and location of proposed operation, the number of persons to be accommodated, and such other information the Board may require.

Section 4. **ISSUANCE OF LICENSE:**

1. The Director of the Palm Beach County Health Department shall be charged with the administrative and financial responsibility of carrying out the duties of the Board, and the Director or his or her representative shall inspect child care facilities, large family child care homes, and family day care homes as required by the Board. Said Board when satisfied that minimum standards are met, shall issue a license in writing on a form prescribed by the Board. Such license shall be valid for a period of 1 year unless revoked. It shall not be transferable or assignable.
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. **REVOCAION 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 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, 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 homes, or family day care homes; 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 Services pursuant to chapter 402, Florida Statutes.

2. The Board may make, adopt, 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 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 days after the effective date of this Act. Members of the Council shall serve at the pleasure of the Board of County Commissioners. The Council shall be composed of seven members consisting of the following:
 - a. Two members who represent and operate as a private enterprise a facility regulated hereunder one of whom operates a family day care home or large family child care home.
 - b. One member who represents and operates a parochial facility regulated hereunder.
 - c. One member who represents a consumer protection enforcement official.
 - d. One member for fire protection, engineering, or technology.
 - e. One member who at the time of appointment was a parent of a child in a facility regulated hereunder.
 - f. One member who represents the Department of Children and Family Services.
2. The Council shall advise the Board 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, large family child care homes or family day care homes.

Section 8. **RIGHT OF ENTRY:** Members of the Board and its representative may enter and inspect child care facilities, large family child care homes, or family day care homes at reasonable hours, and may question such persons and investigate such facts, conditions, and practices or matters as may be necessary or appropriate to determine whether any person has violated any provisions of the Act, or of any rule or regulation issued hereunder.

Section 9. **EXEMPTIONS:** The provisions of this Act shall not apply to any public or nonpublic school which is in compliance with the compulsory school attendance law, chapter 232, Florida Statutes, any summer camp having children in full time residence, summer day camp, or vacation Bible school, or any foster home, home for mentally retarded or handicapped children, juvenile detention facility, hospital, or other similar institution otherwise regulated for health standards by a governmental agency. However, this section shall not be deemed to exempt institutions or facilities otherwise regulated by the Department of Children and Family Services pursuant to s. 402.301, et seq., Florida Statutes, as it may from time to time be amended or transferred.

Section 10. **CIVIL ENFORCEMENT:** Any violation of this Act or the rules and regulations of the Board adopted pursuant hereto shall be subject to enforcement by the Palm Beach County Environmental Control Officer and the Palm Beach County Environmental Control Act, chapter 70-862, Laws of Florida, as amended, and as it may in the future be amended or reenacted.

Section 11. **CRIMINAL PENTALTY:** 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 home, family day care home or child care facility service without 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 the 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. 14. **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.

MEMORANDUM

DATE: August 15, 2022

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

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

FROM: Holly Strawser, Environmental Administrator *Holly Strawser*
Florida Department of Health, Palm Beach County

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 6 is vacant, with no qualified candidates identified at this time.

The terms for Seats 2, and 7 expire on September 30, 2022. Currently, Seat 2 is held by Mary L. Morris who has served the maximum number of terms. Karen Davis-Robinson is recommended to replace Ms. Morris contingent upon BCC approval. Currently, Seat 7 is held by Colleen Kelly-Statler, who is completing the term vacated by Mark Holsapfel. The Florida Department of Health in Palm Beach recommends Colleen Kelly-Statler to replace Mark Holsapfel contingent upon BCC approval.

Staff is pleased to submit for your consideration these recommendations to appoint:

Seat #	Requirement	Nominee
2	Represents and operates a Large Family Child Care Home as a private enterprise	Karen Davis-Robinson
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, 2022, so please return the signed form no later than August 24, 2022. If you have any questions, please contact me at 561-722-8759.

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