

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

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Meeting Date: June 13, 2023 Consent Regular
 Ordinance Public Hearing

Department
Submitted By: Community Services
Submitted For: Division of Senior and Veteran Services (DSVS)

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I. EXECUTIVE BRIEF

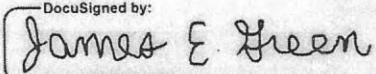
Motion and Title: **Staff recommends motion to adopt:** Resolution of the Board of County Commissioners of Palm Beach County, Florida, creating the Palm Beach County Veterans Advisory Board; providing for a purpose; providing for membership, appointments, terms; providing for officers; providing for roles and responsibilities; providing for sunshine law, code of ethics; providing for meetings; providing for subcommittees; providing for general provisions; and providing for an effective date, sunset.


Summary: Palm Beach County (County) is home to more than 72,000 Veterans. Many of these Veterans struggle with accessing benefits that may assist with health issues, employment, and other human services support. In response to these challenges, the Board of County Commissioners (BCC) directed County Administration to create the Veterans Advisory Board (VAB) to periodically assess the needs of Veterans in the County and provide more efficient coordination amongst service providers in order to address the needs identified. (Division of Senior and Veteran Services) Countywide (HH)

Background and Policy Issues: On March 14, 2023, the BCC directed County Administration to establish a Veterans Advisory Board to advise the commission on the needs of Veterans throughout Palm Beach County. The Community Services Departments' Division of Senior and Veterans Services will provide staffing support for the Veteran's Advisory Board. The VAB will work with a coalition of community partners to improve the coordination of support services and leverage resources for Veterans throughout the County. The Veteran's Advisory Board will also conduct a health and human services needs assessment and make policy recommendations to the BCC when requested, in order to improve the quality of life for Veterans in Palm Beach County.

Attachment: Resolution establishing the Palm Beach County Veterans Advisory Board

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	<small>DocuSigned by:</small>  <small>BE34EE22BE0E492</small>	<small>5/9/2023</small>
Recommended By: _____	_____	Date _____
	Department Director	

		<small>5/22/2023</small>
Approved By: _____	_____	Date _____
	Assistant County Administrator	

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures					
Operating Costs					
External Revenue					
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT					

# ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included in Current Budget? Yes No
Does this item include the use of federal funds Yes No

Budget Account No.:

Fund Dept. Unit Object Program Code Program Period

B. Recommended Sources of Funds/Summary of Fiscal Impact:

C. Departmental Fiscal Review: Julie Dowe, Director, Financial & Support Services

DocuSigned by:
Julie Dowe
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III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

Lisa Mata 5/4/2023
OFMB *MS* M6 5/8

Contract Development and Control

B. Legal Sufficiency:

Allene Caldwell 5-9-2023
Senior Assistant County Attorney

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.

RESOLUTION NO. R-2023-_____

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, CREATING THE PALM BEACH COUNTY VETERANS ADVISORY BOARD; PROVIDING FOR A PURPOSE; PROVIDING FOR MEMBERSHIP, APPOINTMENTS, TERMS; PROVIDING FOR OFFICERS; PROVIDING FOR ROLES AND RESPONSIBILITIES; PROVIDING FOR SUNSHINE LAW, CODE OF ETHICS; PROVIDING FOR MEETINGS; PROVIDING FOR SUBCOMMITTEES; PROVIDING FOR GENERAL PROVISIONS; AND PROVIDING FOR EFFECTIVE DATE, SUNSET.

WHEREAS, Florida has the 3rd largest veteran population in the United States; and

WHEREAS, according to the 2021 demographics of the Florida Department of Veterans' Affairs, there are 1,492,000 veterans in the State of Florida, with 753,000 veterans 65 years-of-age and over, and Palm Beach County has a recorded 72,340 veterans; and

WHEREAS, according to the U.S. Census Bureau's American Community Survey, more than one-quarter (29%) of all veterans in Florida lived in households experiencing financial hardship in 2019, while 6% were below the Federal Poverty Level, and an additional 23%, (nearly 4 times as many), were Asset Limited, Income Constrained, Employed (ALICE); and

WHEREAS, the 2023 Palm Beach County Homeless Point-in-Time Count showed an increase in veteran homelessness, with veterans comprising nearly 10% of Palm Beach County's homeless population; and

WHEREAS, according to records from the Florida Department of Health's Fire Watch Project, 6,850 Florida veterans committed suicide from 2010 to 2020; and

WHEREAS, many veterans struggle with accessing benefits that may assist with health issues, employment, and other human services support; and

WHEREAS, in accordance with Section 292.11, Florida Statutes, the Division of Senior and Veteran Services (DSVS) works in conjunction with the U.S. Department of Veterans Affairs to provide Veteran Service Officers to assist and counsel former and current members of the U.S. Armed Forces who reside in Palm Beach County, and assist military veterans and their dependents in preparing and filing claims with the U.S. Department of Veterans Affairs to obtain benefits to which the veterans are entitled under federal, state, and local laws; and

WHEREAS, the Palm Beach County Board of County Commissioners (BCC) through its Community Services Department (CSD) DSVS seeks to establish a Veterans Advisory Board (VAB) to periodically assess the needs of veterans in Palm Beach County and provide more efficient coordination amongst service providers in order to address the needs identified.

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

Section 1: Purpose. There is hereby established the Palm Beach County Veterans Advisory Board (VAB) to provide input and guidance on issues related to Palm Beach County's veteran population. The VAB shall advise the BCC on the needs of local veterans, and the resources available to local veterans. The VAB will work to increase the coordination and interactions between organizations, agencies, and institutions whose mission it is to assist veterans and their families in Palm Beach County.

Section 2: Membership, Appointments, Terms.

A. Members: The VAB shall be comprised of eleven (11) members, nine (9) of whom shall represent the following organizations, and two (2) of whom shall be members at-large residing in Palm Beach County:

- 1) Veterans of Foreign Wars
- 2) Faith Hope Love Charity
- 3) Wounded Veteran Relief Fund
- 4) American Legion
- 5) Mission United of Palm Beach County
- 6) CareerSource Palm Beach County
- 7) Vietnam Veterans of America
- 8) Veteran Affairs Medical Center West Palm Beach
- 9) Palm Beach County Veterans Network
- 10) Member at-large
- 11) Member at-large

Members of the VAB must be honorably discharged veterans of the U.S. military who reside in Palm Beach County, and will represent as wide an array as possible of the branches of the United States military, and public and private organizations, agencies, and institutions whose mission it is to assist veterans and their families. Members will have equal voting rights on matters to come before the VAB. Members shall be selected for their knowledge, competence, and experience relative to veterans. All members must reside in Palm Beach County at the time of appointment and while serving on the Board. Membership shall be representative of the racial, ethnic, and geographic diversity of Palm Beach County.

B. Appointments and Terms: Members shall be appointed at large by the BCC, and serve staggered terms of three (3) years, with a limit of three (3) consecutive three (3)-year terms. Vacancies occurring during a term shall be filled for the unexpired portion of the term, and shall not count toward the member's term limits. All members shall serve at the pleasure of the BCC.

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

Section 3: Officers: A Chair and Vice-chair shall be elected annually by a majority vote of the VAB and shall serve for a term of one (1) year, but not to exceed two (2) consecutive terms in any one office. The duties of the chair shall be to:

- A. Call VAB meetings and organize the agenda for the meetings;
- B. Preside at VAB meetings;
- C. Serve as primary liaison to CSD staff;
- D. Perform other functions as the VAB may suggest; and
- E. Establish subcommittees, appoint subcommittee chairs, and charge subcommittees with specific tasks.

The Vice-chair shall perform the duties of the Chair in the Chair's absence, and such other duties as the Chair may assign. If a vacancy occurs in the office of the Chair, then the Vice-chair shall assume the position of Chair for the remainder of the term. A vacancy in the office of Vice-chair shall be filled through a majority vote of the membership.

Section 4. Roles and Responsibilities: The VAB shall have the following roles and responsibilities:

- A. Collect information related to Veterans in the County and provide that information to the BCC, along with recommendations on responding to County veterans and their families.
- B. Submit to the BCC by October 1 of each year the VAB Annual Report, which shall evaluate mechanisms for veteran services and recommend any changes that may improve the coordination of these services.
- C. If requested by the BCC, provide recommendations on positions the BCC may take on local, state and federal legislation.

Section 5. Sunshine Law, Codes of Ethics: The VAB is subject to Florida's Sunshine Law. Reasonable public notice of all meetings, including subcommittee meetings, shall be provided, as required by the Sunshine Law, and all meetings shall be open to the public and minutes shall be taken. Records are subject to public disclosure. Members of the VAB shall comply with the State's Code of Ethics found in Chapter 112, Part III of the Florida Statutes, as well as the Palm Beach County's Code of Ethics codified in Sections 2-254 through 2-260 of the Palm Beach County Code.

Section 6. Meetings: The VAB shall meet quarterly, or as needed, as determined by a majority of the membership. A quorum, as established by ordinance must be present for the conduct of all meetings. Robert's Rules of Order shall govern meetings.

Section 7. Subcommittees: The VAB shall be as self-sufficient as possible in that there is no budget for its function. To this end, to carry out its duties, the creation of subcommittees is encouraged.

Section 8. General Provisions: All members shall comply with the Uniform Policies and Procedures governing advisory bodies as set forth in Resolution No. 2013-0193, and any amendments thereto. Members will be provided a copy of the resolution and are expected to become familiar with the various requirements, including the provision for automatic removal for lack of attendance, conduct of meetings, and compliance with state and local laws pertaining to financial disclosure and other requirements. The VAB is not established to duplicate efforts that County programs and departments were established to address. No member shall represent the VAB before any governmental body or public or private entity or group unless approved to do so by a majority vote of the membership.

Section 9. Effective Date and Sunset: This Resolution shall become effective upon approval by a majority vote of the Board of County Commissioners, Palm Beach County, Florida. The VAB will sunset five (5) years from the effective date unless the BCC extends its service through official action.

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

Gregg K. Weiss, Mayor	-	_____
Maria Sachs, Vice Mayor	-	_____
Commissioner Maria G. Marino	-	_____
Commissioner Michael A. Barnett	-	_____
Commissioner Marci Woodward	-	_____
Commissioner Sara Baxter	-	_____
Commissioner Mack Barnard	-	_____

The Mayor thereupon declared the Resolution duly passed and adopted this ____ day of _____, 2023.

ATTEST:
CLERK OF CIRCUIT COURT
Joseph Abruzzo

PALM BEACH COUNTY, Florida
By its Board of County Commissioners

By: _____
Clerk of Court & Comptroller

By: _____
Gregg K. Weiss, Mayor

APPROVED AS TO FORM &
LEGAL SUFFICIENCY:

By: *Shelene C. Boyd*
Assistant County Attorney

APPROVED AS TO CONTENT:

By: *[Signature]*
Reginald K. Duren, Assistant
County Administrator