

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

Meeting Date: **September 19, 2023**
 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 re- appointment of (2) members to the Child Care Advisory Council to fill the positions listed below.

SEAT #	NOMINEE:	REQUIREMENT:	Term	NOMINATED BY:
3	SANDRA WILENSKY	Represents and operates a parochial childcare facility	10/1/2023 to 9/30/2026	Mayor Weiss
4	CLAUDETTE RIFENBERG	Employed as a Consumer Protection Enforcement Official	10/1/2023 to 9/30/2026	Mayor Weiss

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 3, Sandra Wilensky, is the Director and operator of Torah.

The applicant for appointment to Seat 4, Claudette Rifenberg, is a manager with the Consumer Protection Enforcement with 18 years of experience in serving. 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: *Agatha Bunch MD* 8/9/2023
 Department Director Date

Legal Sufficiency: *[Signature]* 9/5/2023
 Assistant County Attorney Date

Mission:

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



Ron DeSantis
Governor

Joseph A. Ladapo, MD, PhD
State Surgeon General

Vision: To be the Healthiest State in the Nation

MEMORANDUM

DATE: 08/25/2023
TO: The Honorable, Weinroth, Mayor, and members of the Palm Beach County Board of County Commissioners
THRU: Jyothi Gunta, MD, County Health Director
Florida Department of Health, Palm Beach County *Jyothi Gunta MD*
FROM: Tyna Webb, Environmental Manager *Tyna Webb*
Florida Department of Health, Palm Beach County
RE: Notice of Reappointment for Seats 3 & 4 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.

The terms for Seats 3 & 4 end September 30, 2023. Currently, Seat 3 is held by Sandra Wilensky, who is completing the term vacated by Louise Mancini and Seat 4 is held by Claudette Rifenberg who is completing the term vacated by Terry Newton. The Florida Department of Health in Palm Beach recommends reappointing Sandra Wilensky and Claudette Rifenberg to these seats upon BCC approval. Staff is pleased to submit for your consideration this recommendation to appoint:

<u>Seat #</u>	<u>Requirement</u>	<u>Term</u>	<u>Nominee</u>
3	Represents and operates a parochial childcare facility	October 1, 2023- September 30, 2026,	Sandra Wilensky
4	Employed as a Consumer Protection Enforcement Official	October 1, 2023- September 30, 2026,	Claudette Rifenberg

If you wish to support the reappointments of Ms. Wilensky and Ms. Rifenberg, please sign, and return the enclosed Boards Committee Application. If you wish to have another nominee who meets the seat requirement considered for appointment, please provide the nominee's contract information.

Staff intends to agenda the appointments for September 13, 2023, so please return signed forms no later than September 8, 2023. If you have any questions, please contact me at 561-837-5900.

cc: Rafael Reyes, Environmental Public Health Division Director, FDOH Palm Beach County
Alyssa Salman, Esq., Senior Attorney, FDOH Palm Beach County

Attachments:

- Board/Committee Application
- Child Care Advisory Council Composition

Florida Department of Health, Palm Beach County
Office of the Director
800 Clematis Street – Suite 5-539
West Palm Beach, FL 33401
PHONE: 561/671-4005 • FAX: 561/837-5194
FloridaHealth.gov / palmbeach.floridahealth.gov



**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 11 IN FELL. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.

Section I (Department): (Please Print)

Board Name: CHILD CARE ADVISORY COUNCIL Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: 9/30/2023 To: 9/30/2026

Seat Requirement: Represents the Consumer Protection Enforcement Official seat #: 4

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: N/A**

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Rifenberg Claudette
Last First Middle

Occupation/Affiliation: Manager-Palm Beach County Division of Consumer Affairs

Owner Employee Officer

Business Name: Palm Beach County/Consumer Affairs Division

Business Address: 50 S Military Trail, Suite 201

City & State West Palm Beach, FL zip Code: 33415

Residence Address: Not Disclosed

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

Home Phone: (561) 634-1182 Business Phone: (561) 712-6613 Ext. _____

Cell Phone: (561) 634-1182 Fax: _____) _____

Email Address: CRIFENBE@PBCGOV.ORG () _____

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No

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

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

Section II Continued:

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

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

(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 24, 2023
 By attending a live presentation given on _____, 20____

AND

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

*Applicant's Signature:  Printed Name: Claudette Rifenberg Date: August 21, 2023

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

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature:  Date: 9/8/23

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

Revised 02/01/2016

CLAUDETTE RIFENBERG - CURRICULUM VITAE

SUMMARY Dedicated professional in the arena of consumer protection, with over 25 years advocating for those who may not be able to advocate for themselves. Self-starter with strong interpersonal and communication skills

SKILLS & ABILITIES Leadership: An experienced team leader. Influencing, leading, and delegating abilities. Ability to initiate/manage and train functional teams and projects. Effective communication at all levels, critical thinking, decision making and problem solving skills.

EXPERIENCE **PBC CONSUMER AFFAIRS – MANAGER, CONSUMER AFFAIRS DIVISION**
3/2021 – Present

Coordinates and manages the investigation and compliance section of the Division of Consumer Affairs (DCA). Assigns, monitors and reviews dispute mediation, investigative and compliance activities performed by subordinates. Monitors reports for Quality Assurance to ensure adherence to procedures and implements training or corrective actions when necessary. Supervises training, as well as compliance activities of subordinates such as issuance of citations and violation notices, inspections, driver/criminal history reviews and field monitoring for industries regulated by the DCA to include but not limited to: Tow Truck, Moving, Vehicle for Hire, Adult Entertainer, Water Taxi and Home Caregiver programs. Contributes to the development and revision of consumer protection ordinances. Provide oversight to personnel in the division's public education and outreach efforts. Provides for general supervision for all Division staff in the absence of Division Director.

PBC CONSUMER AFFAIRS – CONSUMER AFFAIRS INVESTIGATOR – LEAD WORKER
12/2017 – 3/2021

Serve as a central case reviewer to objectively review and assign all incoming consumer vs. business disputes to appropriate personnel. Responsible for monitoring and reviewing mediation team's cases for completeness and adherence to established procedures. Responsible for conducting training and coaching in the mediation program, interpreting codes/regulations and advising staff of applicability; developing/implementing policies, and procedures for mediation/investigator team to ensure standardization of established protocols and maintain program integrity.

Independently investigate, analyze & informally mediate consumer/business disputes/complaints, determine & resolving contractual issues, establishing working relationships with businesses while advocating for the consumer, work with & refer to law enforcement/other enforcement & social service agencies as necessary, enforce PBC Consumer Protection Ordinance including local price gouging laws; staff Emergency Operations Center EIC/RIC during/following adverse events; effectively manage and maintain assigned caseload with accountability for same under the general supervision of Division Director.

Serve as SharePoint Web Coordinator for Division public facing website, responsible for creating and updating content. Responsible for Division's Social Media presence.

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

The information provided on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.

Section I (Department):

Board Name: CHILD CARE ADVISORY COUNCIL Advisory Not Advisory
 At Large Appointment or District Appointment /District #: _____
Term of Appointment: Three (3) Years. From: September 30, 2020 To: September 30, 2023
Seat Requirement: Represents and operates a parochial child care facility Seat #: 3
 *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: WILENSKY SANDRA
Last First Middle
Occupation/Affiliation: Director/Operator
Owner Employee Officer
Business Name: Temple Beth Torah of Palm Beach County, Inc
Business Address: 900 Big Blue Trace
City & State: Wellington, Florida Zip Code: 33414
Residence Address: 13169 LaMirada Circle
City & State: Wellington, FL Zip Code: 33414
Home Phone: 561-7930463 Business Phone: _____
Cell Phone: (561) 371-9935 Fax: ()
Email Address: psdirector@templebethtorah.com

Mailing Address Preference: Business Residence

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

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

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

Section II Continued:

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

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

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

NONE NOT APPLICABLE/ (Governmental Entity)

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

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

- By watching the training program on the Web, DVD or VHS on June 1, 2020
- 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: Sandra Wilenky Printed Name: Sandra Wilenky Date: 6/1/2020

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 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: [Signature] Date: 9/8/23

SANDRA J. WILENSKY

900 Big Blue Trace • Wellington, FL 33414 • (561) 371-9935 • psdirector@templebethtorah.net

EDUCATION

Degree Programs

University of Miami, Miami, FL

Master of Science in Nursing Education, May 1981

University of Florida, Gainesville, FL

Bachelor of Science, Nursing, May 1976

Continuing Education Credits

Palm Beach State College Lake Worth, FL

Childcare Center Management 3 credits, August 2018

Tallahassee Community College, Tallahassee, FL

Early Childhood Education 15 credits, April 2012

Florida Atlantic University, Boca Raton, FL

Graduate credits in Educational Leadership, 1989

CREDENTIALS

Florida Director Credential (VPK endorsed), 2008-present

Staff Credential, State of Florida, 2008

American Heart Association BLS Certified in First Aid Adult & Child CPR, through 3/2022

Registered Nurse, State of Florida, 1976 - present

ServSafe Certification, 2010 - 2020

EXPERIENCE

Temple Beth Torah of Palm Beach County Inc., Wellington, FL

Preschool Director, April 2009 – Present

Responsible for ensuring the health, safety and well-being of each child in the school and implementing developmentally appropriate curriculum. Responsible for hiring, staff development, budget, program promotion, development & evaluation. Led staff through two five-year National Association for the Education of Young Children (NAEYC) re-accreditation cycles. Supervises all health needs of children.

Temple Beth Torah of Palm Beach County Inc., Wellington, FL

Assistant Preschool Director, RN, August 2004 – April 2009

Supported the Preschool Director in all aspects of program implementation. Oversaw health needs of all children and related staff development. Maintained records to meet licensing and NAEYC requirements. Assisted staff to meet educational goals and licensing requirements including, but not limited to background screening and educational preparation.

Temple Beth Torah of Palm Beach County Inc., Wellington, FL

Registered Nurse / Administrative Assistant, August 1994 – August 2004

Supported the Preschool Director in all aspects of program implementation. Oversaw health needs of all children and related staff development. Maintained records to meet licensing and NAEYC requirements. Assisted staff to meet educational goals and licensing requirements including, but not limited to background screening and educational preparation.

Miami Dade College, Miami, FL

Chairperson, RN Program, Medical Center Campus, May 1982 – May 1989

Supervised faculty, staff and nursing students in both classroom and on-site hospital training and education in RN nursing program.

Miami Dade College, Miami, FL

Instructor RN Program, July 1978 – May 1982

Taught nursing students in classroom and on-site hospital training and education in RN nursing program.

COMMUNITY INVOLVEMENT

Palm Beach County Child Care Advisory Council, West Palm Beach, FL

Representative for Parochial Child Care Facilities, May 2019 – Present

The Board of County Commissioners of Palm Beach County, Florida, acting as the Child Care Facilities Board, is the local licensing agency for child care facilities in Palm Beach County. The Board has appointed a seven-member Child Care Advisory Council (CCAC) to act on the Board's behalf for approving, denying, or revoking licenses, and for recommending revisions to local child care rules and regulations.

School Advisory Council (SAC) for Wellington Elementary School, Wellington, FL

Community Representative, August 2013 – Present

The SAC is a school-based group intended to represent the school, the community, and those persons closest to the students. The group guides the school toward continuous improvement. The SAC is responsible for final decision-making at the school relating to the implementation of the provisions of the annual School Improvement Plan (SIP). The SAC assists in the annual preparation and evaluation of both the SIP and the school's annual budget.