

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

BOARD APPOINTMENT SUMMARY

Meeting Date: **February 6, 2024**

Department: **Palm Tran**

Advisory Board: **Palm Tran Service Board**

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Two (2) Reappointments of members to the Palm Tran Service Board (PTSB) for the following terms:

<u>Nominee</u>	<u>Category, Seat Number</u>	<u>Term to Expire</u>	<u>Nominated By</u>
Frank Stanzione	Representative with Transportation Experience, Seat 1	Sept. 30, 2026	Mayor Sachs Commissioner Weiss Commissioner Woodard Commissioner Bernard Commissioner Barnett
Dennis Martin	Representative with Extensive Paratransit Experience, Seat 12	Sept. 30, 2026	Mayor Maria Sachs Vice Mayor Marino Commissioner Weiss Commissioner Woodard Commissioner Bernard Commissioner Barnett

Summary: The Palm Tran Service Board is delegated the authority to approve fixed route service adjustments and serve as an advisory board in all other aspects of the County's public transportation system. The Palm Tran Service Board is composed of thirteen (13) At-Large members with specific seat categories. A memo dated December 19, 2023 was circulated to the Board of County Commissioners (BCC) requesting support of two (2) board members who are seeking reappointments. The ethnic and gender composition of the current 12 members include: Caucasian: 4 (33.3%), African-American: 5 (41.8%), Hispanic-American: 1 (8.3%), Multicultural: 1 (8.3%), Asian American 1 (8.3%) Gender ratio (male: female) 7:5. Staff has addressed the need to increase diversity within our Board and will continue to encourage this to expand this Board's diversity. Countywide (MM)

Background and Justification: BCC Resolution R2015-0893 delegated to the PTSB the authority to approve fixed route service adjustments and to otherwise serve only as an advisory board. The PTSB also functions as the federally mandated forum for persons with disabilities to participate in the development and assessment of services for persons with disabilities.

Attachments:

1. Board Appointment Information Forms and Resumes'
2. Resolution R2015-0893
3. Current Membership List

Recommended By:  1/26/24
Assistant County Administrator Date

Legal Sufficiency:  1/24/24
Assistant County Attorney Date

**PALM BEACH COUNTY
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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: PALM TRAN SERVICE BOARD Not Purely Advisory
 Advisory Not Advisory
 At Large Appointment or District Appointment /District #: _____
 Term of Appointment: 3 Years. From: 10/1/2023 To: 9/30/2026
 Seat Requirement: REP W/ EXTENSIVE PARATRANIT EXPERIENCE Seat #: 12
 *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: MARTIN DENNIS NEWTON
 Last First Middle
 Occupation/Affiliation: PROGRAM COMPLIANCE & QUALITY ASSURANCE MONITOR - AREA AGENCY ON AGINGS
 Owner Employee Officer
 Business Name: AREA AGENCY ON AGINGS PALM BEACH TREASURE COAST, INC.
 Business Address: 4400 N. CONGRESS AVE
 City & State: WEST PALM BEACH, FL Zip Code: 33407
 Residence Address: 445 KNOWLEDGE CT
 City & State: ROYAL PALM BEACH, FL 33411
 Home Phone: 561-684-5885 EXT 59217
 Cell Phone: 561-906-0064
 Email Address: dmartin@aaapbtc.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
 Multicultural

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.

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Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100

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

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NOT APPLICABLE/
(Governmental Entity)



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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: DENNIS MARTIN Date: 10/30/2023

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) 233-0724.

Return this FORM to:
Deborah L. Posey-Blocker, Palm Tran (561) 841-4245
3201 Electronics Way, West Palm Beach, FL 33407
dposeyblocker@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature:

January 23, 2024
[Signature] 1/16/2024

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Revised 01/14/2014

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Owner Employee Officer

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City & State: ROYAL PALM BEACH, FL 33411

Home Phone: _____ 561-684-5885 EXT 59217

Cell Phone: 561-906-0064

Email Address: dmartin@aaapbtc.org

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No X
If Yes, state the court, nature of offense, disposition of case and date: _____

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_____	_____	_____	_____

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Revised 01/14/2014

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dposeyblocker@pbcgov.org

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Appointment to be made at BCC Meeting on:

Commissioner's Signature: Marci Woodward Date: 1/4/24

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<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
_____	_____	_____	_____
_____	_____	_____	_____

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

NONE



NOT APPLICABLE/
(Governmental Entity)



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By watching the training program on the Web, DVD or VHS on 10/30/2023
 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: [Signature] Printed Name: DENNIS MARTIN Date: 10/30/2023

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Return this FORM to:
 DeBorah L. Posey-Blocker, Palm Tran (561) 841-4245
 3201 Electronics Way, West Palm Beach, FL 33407
 dposeyblocker@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: [Signature] Date: _____

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

Revised 01/14/2014

RELEVANT EXPERIENCE AND ACCOMPLISHMENTS

Program Compliance & Quality Assurance Monitor: (Sept 2012 - Present) – Assure that formal and informal community resources are accessed to provide appropriate, high-quality care to eligible consumers served by the Agency's contracted providers in the most efficient and effective manner.

- Renders support to providers in the exercise of their contractual commitments, both programmatic and fiscal.
- Assists in provider development and coordination among providers.
- Conducts quality assurance evaluations.
- Provides day-to-day technical assistance on a wide variety of issues.
- Serves as liaison between the Agency and assigned community service providers.
- Seeks to create opportunities to engage with consumers and their caregivers.

Crime Intervention Coordinator: (Jan 2011 -Sept 2012) – Coordinate services for victims of crime aged sixty and over who are self referred or by law enforcement agencies.

- Supervise volunteer advocates in the Elder Rights Center of Excellence.
- Community presentations on Center programs such as Identity Theft, Safety, Senior Sensitivity and Frauds and Scams.
- Initiate calls to victims of crime who may be eligible for compensation through the Attorney General's office and explain the Victim's Compensation Program to crime victims aged 60 and over.
- Assist victims of crime 60 and over with the completion of the victim compensation claim forms.
- Refer victims when necessary to community-based services or to services within the agency.
- Assist with the resolution of issues re elder rights with direct call victims.

Information & Referral Specialist: (Dec. 2009 - December 2010) – Provide information and referral services to callers seeking assistance through the Elder Helpline.

- Make appropriate referrals to intake specialists in the Elder Helpline Center of Excellence or to community-based organizations on behalf of clients seeking services.

Director of Operations/Project Manager/Housing Counselor: (April 2007 - May 2009) Planning, organizing, scheduling and promoting all aspects of the program functions of Northwest Riviera Beach CRC. Provides project management for all construction projects; Assists in grant writing and editing and providing housing counseling to clients.

- Responsible for the day-to-day operations of the organization.
- Project management of the Brooks Subdivision development including coordination of the utility and infrastructure development.
- Coordinating the infill housing program with the city of Riviera Beach.
- Assisting the Executive Director with board governance activities.
- Overseeing the marketing and promotional functions of the organization.

- Ensure that the existing policies and procedures are adhered to, organized, and communicated to the staff along with all amendments thereto.
- Provide intake services, credit counseling, money management, pre- and post-purchase homebuyer counseling and budget counseling. This includes pre-qualifying households for homeownership, identifying and matching households to mortgage and subsidy products, processing first mortgage and subsidy applications, review of home buying documents such as sales contracts, rehabilitation estimates, inspection reports, loan documents; Coordinate closing dates with inputs from subsidy sources, lenders, and clients. Co-facilitate monthly first-time home-buyer class.

Benefits Specialist (November 2004 - April 2007)-Manage the United Way of Palm Beach County Prosperity Program, located within the offices of Northwest Riviera Beach Community Redevelopment Corporation, Inc.

- Recruit clients for the Individual Development Account (IDA) Savings Program.
- Credit Counseling.
- Assists clients in accessing mortgages and subsidies from banks, county, and city mortgage subsidy programs such as SHIP and HOME.
- Community presentations on the First-time Homebuyers Program.

CAREER HISTORY

Program Compliance & Quality Assurance Monitor, 2012 - Present

AREA AGENCY ON AGING PALM BEACH/TREASURE COAST, INC.
4400 N CONGRESS AVE
WEST PALM BEACH, FL 33407
(561) 684-5885

Crime Intervention Coordinator, 2011-2012

AREA AGENCY ON AGING PALM BEACH/TREASURE COAST, INC.
4400 N CONGRESS AVE
WEST PALM BEACH, FL 33407
(561) 684-5885

Information and Referral Specialist, 2009-2011

AREA AGENCY ON AGING PALM BEACH/TREASURE COAST, INC.
4400 N CONGRESS AVE
WEST PALM BEACH, FL 33407

Director of Operations/Project Manager, 2007-2009

NORTHWEST RIVIERA BEACH COMMUNITY REDEVELOPMENT CORPORATION, INC.
2001 BROADWAY, SUITE 510
RIVIERA BEACH, FL 33404
(561) 845-1147

Benefits Specialist, 2004-2007

NORTHWEST RIVIERA BEACH COMMUNITY REDEVELOPMENT CORPORATION, INC.
2001 BROADWAY, SUITE 510
RIVIERA BEACH, FL 33404

EDUCATION

BACHELOR OF ARTS (1984) POLITICAL SCIENCE & COMMUNICATIONS
UNIVERSITY OF MIAMI
5501 SAN AMARO DR
CORAL GABLES, FL 33146
(305) 284-2211

**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: Palm Tran Service Board Not Purely Advisory
 At Large Appointment or District Appointment /District #: _____
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 Seat Requirement: Representative w/ TRANSPORTATION EXPERIENCE Seat #: 1
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Section II (Applicant): (Please Print)
APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Stanzione Frank Joseph
Last First Middle
 Occupation/Affiliation: NA
Owner Employee Officer
Business Name: _____
Business Address: _____
 City & State _____ Zip Code: _____
Residence Address: 8582 Tourmaline Blvd
 City & State Boynton Beach Fl
 Home Phone: 561 364 1265
 Cell Phone: 561 818 2702
 Email Address: Fstanz0314@bellsouth.net

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 Caucasia
 Multicultural

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

Section II Continued:

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_____	_____	_____	_____

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

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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: *Frank Stanzone* Printed Name: FRANK STANZONE Date: 11/1/23

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Section III (Commissioner, if applicable):

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature:

Lincoln Rivera for Mayor Sachs

Date:

1/16/2024

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

Revised 01/14/2022

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

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Completion of term to expire on: _____

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Name: Stanzione Frank Joseph
Last First Middle

Occupation/Affiliation: NA
Owner Employee Officer

Business Name: _____

Business Address: _____

City & State _____ Zip Code: _____

Residence Address: 8582 Tourmaline Blvd
City & State Boynton Beach Fl

Home Phone: 561 364 1265

Cell Phone: 561 818 2702

Email Address: Fstanz0314@bellsouth.net

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 Caucasia
 Multicultural

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

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.

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_____	_____	_____	_____
_____	(Attach Additional Sheet(s), if necessary)		
	OR		
NONE	<input type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input checked="" type="checkbox"/>

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dposeyblocker@pbcgov.org

Section III (Commissioner, if applicable):

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Maria S. Man Date: _____

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Revised 01/14/2022

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

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Last First Middle

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Owner Employee Officer

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Minority Identification Code:

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

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

January 23, 2024

Commissioner's Signature:



Date:

1/10/24 KKW

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Revised 01/14/2022

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

Section II Continued:

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Marci Woodward Date: 1/4/24

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Revised 01/14/2022

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

Section II Continued:

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

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary) OR			
NONE	<input type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input checked="" type="checkbox"/>

ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountylethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 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 _____ 20____
 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: *Frank Stanzone* Printed Name: FRANK STANZONE Date: 11/1/23

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountylethics.com or contact us via email at ethics@palmbeachcountylethics.com or (561) 233-0724.

Return this FORM to:
Deborah L. Posey-Blocker, Palm Tran (561) 841-4245
3201 Electronics Way, West Palm Beach, FL 33407
dposeyblocker@pbcgov.org

Section III (Commissioner, if applicable):

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: _____

Date: _____

1/9/21

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

Revised 01/14/2022

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

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

Section II Continued:

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<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

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

NONE

NOT APPLICABLE/
(Governmental Entity)

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Section III (Commissioner, if applicable):

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Mackenzie Burt Date: _____

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

Revised 01/14/2022

Frank Stanzone
8582 Tourmaline
Boynton Beach Florida 33472

August 23, 2014

From: Frank Stanzone
To: Palm Beach Board of County Commissioners

I'm a resident of Boynton Beach Florida for 25 years, married for 46 years 2 adult children and 3 grand children.

Employment: Palm Tran July 1996 to July 2014

The following is a list of volunteer work I do at the pleasure of Palm Tran and the Board of County Commissioners:

2002 to Present: Member of the Palm Tran Service Board
2005 to 2011: Vice Chair of the PTSS
2011 to 2013: Chair of the PTSS
2002 to Present: Member of the Palm Tran Route Review Committee
2002 to Present: Chair of the Palm Tran Sunshine Committee
2013 to 2014: Chair of the PTSS Planning Sub-Committee

I have just recently retired as a driver for Palm Tran. I currently hold the position of Financial Secretary Treasurer for the ATO 1577. My first six years on the job as an operator I sat an extra Board operator which afforded me the opportunity to drive every route Palm Tran had. My vast knowledge of the routes makes me an asset to the Board I sit on.

I respectfully request that I be appointed to another seat.

Respectfully,


Frank Stanzone

RESOLUTION NO. R-2015- 0893

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REESTABLISHING AND CONTINUING THE PALM TRAN SERVICE BOARD; ADDRESSING TERMS, POWERS AND DUTIES; INCLUDING UNIFORM POLICIES AND PROCEDURES REQUIREMENTS OF THE COUNTY FOR ADVISORY BOARDS; REPEALING RESOLUTION NOS. R-2001-2241, R-2002-0485, R-2003-1582, R-2004-0949, R-2007-0711 AND R-2008-1568; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners (Board) adopted Resolution No. R-2001-2241 which created the Palm Tran Service Board (PTSB); and

WHEREAS, the PTSB was created to act as an advisory body to the Board of County Commissioners regarding the County's provision of fixed route public transportation and paratransit services, except that it was authorized to hold public hearings and make determinations regarding adjustments to Palm Tran's fixed route public transportation services; and

WHEREAS, the Board of County Commissioners adopted Resolution No. R-2013-0193 establishing uniform policies and procedures for Palm Beach County advisory boards; and

WHEREAS, the requirements of Resolution No. R-2013-0193 may be waived upon a majority vote of the Board of County Commissioners; and

WHEREAS, the Board of County Commissioners has previously waived the requirements of Resolution No. R-2013-0193 which limit the maximum number of members that may serve on a County board and which require all board members to be residents of the County; and

WHEREAS, the Board of County Commissioners desires to repeal Resolution No. R-2001-2241, and all of its amending resolutions, and to adopt in their stead, a resolution reestablishing the Palm Tran Service Board in conformity with the requirements of Resolution No. R-2013-0193, except as such requirements have been waived by the Board of County Commissioners, and continuing the PTSB as further described herein, without lapse in its authority or effect; and

WHEREAS, the Palm Tran Service Board has been and shall continue to be a mechanism for the participation of individuals with disabilities in the continued development and assessment of public transit services to individuals with disabilities.

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

Section 1. Repeal of Resolutions - Resolutions Nos. R-2001-2241, R-2002-0485, R-2003-1582, R2004-0949, R-2007-0711 and R-2008-1568 of the Board of County Commissioners of Palm Beach County, Florida are hereby repealed.

Section 2. Reestablishment of the Palm Tran Service Board - The Board of County Commissioners of Palm Beach County, Florida does hereby reestablish and continue the "Palm Tran Service Board" (PTSB), without lapse in its authority, effect, or membership. Its purpose, functions and actions shall be advisory in nature, except for the exercise of authority granted to it in Section 4 below.

Section 3. Purpose - The PTSB shall act as an advisory board to the Board of County Commissioners regarding Palm Tran's fixed route and paratransit programs and services, and in its performance of the duties set forth in Section 9, except when exercising the authority described in Section 4 and paragraphs a. and b. of Section 9 below. The PTSB shall provide an ongoing mechanism for the participation of individuals, with and without disabilities, in the continued development, implementation and assessment of all Palm Tran services.

Section 4. Authorization to hold Public Hearings and Meetings - The Board of County Commissioners does hereby expressly authorize the PTSB to exercise the authority vested in the Board of County Commissioners to conduct all public meetings and public hearings required to be held prior to the implementation of any adjustment to Palm Tran's fixed route public transportation services, and having solicited and considered all public comments received related to a proposed service adjustment, to approve or disapprove the implementation thereof. All route and schedule adjustments, for which there will be an increase in the cost of services, must be funded in Palm Tran's annual budget approved by the Board of County Commissioners. All authority vested in the Board of County Commissioners is retained by the Board of County Commissioners, including but not limited to, the approval of Palm Tran's capital and operating budgets, the establishment of all fares, the employment of all staff, the filing of all grant applications, the approval of all solicitations, contracts and purchases, and the establishment of all Palm Tran policies and procedures.

Section 5. Application of the County's Uniform Policies and Procedures for Palm Beach County Advisory Boards - The PTSB and its members shall be subject to the uniform policies and procedures established by the Board of County Commissioners in Resolution No. R-2013-0193, as it may be amended or replaced by action of the Board of County Commissioners from time to time, except to the extent the application of such policies has been waived by the Board of County Commissioners. As of the date of this resolution, the Board of County Commissioners has waived the limitation on the maximum number of members that may constitute a board as set forth in Section 11 of Resolution No. R-2013-0193. This waiver shall remain in effect until extinguished or removed by the Board of County Commissioners by amendment to this resolution or the adoption of a resolution or enactment of an ordinance that rescinds or extinguishes prior waivers granted by the Board of County Commissioners.

Section 6. PTSB Appointments - The PTSB and its members shall be subject to the procedure for at-large and district appointments to advisory boards established by PPM CW-O-023, as it may be amended or replaced from time to time, so as to ensure consistency with agenda submittal and review procedures.

Section 7. Composition - The PTSB shall be composed of thirteen (13) voting members who must be residents of Palm Beach County, unless such residency requirement is waived by the Board of County Commissioners. Each member shall serve at-large and at the pleasure of the Board of County Commissioners.

Section 8. Terms -

a. The term of office for each member of the PTSB holding office at the time this Resolution is adopted shall remain in effect except that each member's term shall be modified to end on September 30th of the year in which the member's term is to expire. Thereafter, the terms of office for all members shall be three (3) years, and all terms shall begin on the 1st of October and end on the 30th of September. No member shall serve more than three (3) consecutive three (3) year terms. This limitation shall not be applied retroactively to include the terms or portions thereof served by a member appointed to the PTSB prior to the adoption of R-2013-0193, and shall not be applied so as to prevent a member from serving a maximum of three (3) consecutive terms or nine (9) additional years from the date of the adoption of R-2013-0193.

b. All members serve at the pleasure of the Board of County Commissioners and may be removed, for any reason whatsoever, with or without cause, by a majority vote of the Board of County Commissioners.

c. Notwithstanding anything contained herein, a member's appointment shall terminate and the member shall be automatically removed, with or without the action of the Board of County Commissioners, 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 (½) of the meetings scheduled during a calendar year. Participation for less than three-fourths (¾) 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 PTSB and such removal shall create a vacancy.

d. To the extent deemed possible by the Board of County Commissioners, the criteria set forth below will be used in the selection and appointment of thirteen (13) members to serve on the PTSB,

except that Seat 4 must be filled by an elected municipal official. Except as to the category assigned to Seat 4, it is the goal of the Board of County Commissioners to have one (1) member appointed to the PTSB from each of the remaining categories:

- Seat 1. Transportation experience
- Seat 2. Disability advocate
- Seat 3. Environmental advocate
- Seat 4. Elected municipal official of a municipality located in Palm Beach County
- Seat 5. Business community representative
- Seat 6. Representative with multi-cultural experience
- Seat 7. Senior citizen
- Seat 8. Certified paratransit user
- Seat 9. Regular fixed route bus passenger
- Seat 10. Fixed route bus operator
- Seat 11. Citizen at-large
- Seat 12. Paratransit expertise
- Seat 13. Resident of the Glades/Lake Region of Palm Beach County

Seat 4 is designated as an *ex officio* office of the elected municipal official appointed to that seat. The duties imposed upon the member appointed to Seat 4 are and shall be deemed to be additional *ex officio* duties of his or her municipal office. The Board of County Commissioners may request the Palm Beach County League of Cities, Inc. to select and recommend to the Board of County Commissioners, an elected municipal official from a city located within Palm Beach County, to be appointed to perform the *ex officio* duties of Seat 4.

Section 9. Duties - the duties of the PTSB are limited to the following:

a. To hold all public hearings for fixed route service adjustments in those instances where twenty-five percent (25%) or more of the route miles are affected by a proposed change. Public hearings must be noticed at least ten (10) days in advance in a newspaper of general circulation in Palm Beach County. In those instances where a proposed fixed route adjustment impacts less than twenty-five (25%) of the route miles of a route, those changes shall be approved at a public meeting after public comments, but a formal public hearing need not be held.

b. To consider all public comments received regarding proposed route adjustments and to approve or reject proposed changes to fixed routes and schedules after concluding its public hearing or public meeting comment process.

c. To hold regular meetings and special meetings as convened by the Chair of the PTSB or upon the request of the Executive Director of Palm Tran.

d. To consider the input and recommendation of its standing subcommittees. All standing subcommittees shall be solely advisory bodies to the PTSB. The following standing subcommittees are established to assist the PTSB in the performance of its duties:

- 1. Paratransit
- 2. Planning

e. All standing subcommittees shall meet as frequently as deemed necessary by the PTSB, except that the Paratransit Standing Subcommittee shall meet at least six (6) times per calendar year.

f. To provide summary minutes of each meeting of the PTSB to the Board of County Commissioners.

g. To make a presentation to the Board of County Commissioners upon the request of the Executive Director of Palm Tran, the County Administrator or the Board of County Commissioners.

h. To make recommendations to the Board of County Commissioners concerning paratransit services and public transportation projects within Palm Beach County, upon the request of the Board of County Commissioners, County Administrator, or the Executive Director.

i. To make recommendations to the Board of County Commissioners regarding the activities of the South Florida Regional Transportation Authority (SFRTA) or the Palm Beach Metropolitan Planning Organization, upon the request of the Board of County Commissioners, the County Administrator, or the Executive Director.

j. To act as a mechanism for the participation of individuals, with and without disabilities, in the continued development, implementation and assessment of all Palm Tran services.

k. To approve or disapprove the recommendations for fixed route service adjustments made by the Executive Director or his or her designee. The PTSB may not change or modify the Executive Director's recommendations for fixed route service adjustment without the consent of the Executive Director or his or her designee. In the event the PTSB shall not approve a recommendation made by the Executive Director and the Executive Director determines that a change or modification suggested by the PTSB is not appropriate, the Executive Director shall take no action on the recommended adjustment but may, at any time, resubmit the matter to the PTSB, for its consideration and approval.

l. Submit an annual narrative report to the County's Agenda Coordinator in conformity with applicable procedures or policies established by the County.

m. To perform such other duties, of an advisory nature, requested by the Executive Director.

Section 10. Qualification as a Candidate - PTSB members shall not be prohibited from qualifying as a candidate for elected office.

Section 11. PTSB Actions -

a. The PTSB shall not undertake any action(s) unless a motion for such action has been approved by a majority of the members physically present casting their votes in favor of the motion.

b. Motions must be made and voted upon during the course of regular or special meetings. Within any particular meeting, the PTSB will not take any action on any matter which has not been placed on the agenda for that meeting, unless the PTSB finds special conditions or circumstances exist which require immediate action.

c. The Chair of the PTSB shall appoint all standing subcommittee members and the chairs of all standing subcommittees. All standing subcommittee chairs shall be members of the PTSB. Any citizen may be appointed to serve on a standing subcommittee. Standing subcommittees shall elect a vice-chair from among its members. All standing subcommittees shall be solely advisory bodies to the PTSB and shall serve at the pleasure of the Chair of the PTSB. All standing subcommittee members shall comply with the requirements of the Palm Beach County Code of Ethics applicable to officials of advisory boards. The attendance requirements set forth in Section 8.c. of this Resolution shall also be applicable to all standing subcommittee members. Standing subcommittee members may be automatically removed for lack of attendance, with or without action of the Chair. The Executive Director or his or her designee shall be responsible for monitoring the attendance of the members of any standing subcommittee and for notifying the PTSB and its Chair of the automatic removal of a member for lack of attendance, and for monitoring standing subcommittee members' compliance with the Palm Beach County Code of Ethics.

d. The primary purpose of the Paratransit Standing Subcommittee is to create a forum for individuals with disabilities to participate in the continued development and assessment of services to individuals with disabilities. This standing subcommittee will meet no less than six (6) times a calendar year and at least once each quarter, but may be convened more frequently to consider and provide input to the PTSB regarding proposed changes to the County's fixed route or paratransit systems or to perform any other task assigned to it by the PTSB or requested by the Executive Director. This standing subcommittee shall report directly to the PTSB and shall forward to the PTSB the comments, information, facts and opinions it has obtained or gathered.

e. The PTSB may establish temporary special subcommittees on an "ad-hoc" basis in order to enable it to more efficiently carry out its duties. The chair of the PTSB shall name the members of all

such special subcommittees and the individual who will serve as the chair of any special subcommittee. Members of the PTSB may also serve on any special subcommittee.

Section 12. Maximum Number of Boards - The maximum number of boards that an individual appointed by the Board of County Commissioners may serve on at one time shall be three (3), except that no individual may serve on more than one (1) board if doing so would violate Article II, Section 5(a) of the Florida Constitution, which prohibits dual-office holding.

Section 13. PTSB Chair - The PTSB shall elect a chair and a vice-chair from among its members. The chair and the vice-chair shall each serve for a term of one (1) year. There shall be no limit on the number of terms an individual may be elected as chair or vice-chair.

Section 14. Quorum and Meetings -

a. A quorum of the PTSB's membership must be physically present in order to hold any public hearing or meeting, to conduct any business or take any action. A quorum shall consist of a majority of the appointed members of the PTSB.

b. The PTSB shall endeavor to meet on a monthly basis and may meet more or less frequently as it deems appropriate or as requested by the Executive Director.

c. Meetings of the PTSB shall be governed by Roberts' Rules of Order. The PTSB may, however, establish its own rules of procedure for the conduct of its meetings.

Section 15. Noninterference - Members of the PTSB shall not contact Palm Tran staff, for any reason, other than the Executive Director of Palm Tran or his or her designee. Members shall not involve themselves in or interfere with the day-to-day operations of Palm Tran or the actions or activities of its employees and the employees of the Board of County Commissioners. All actions of the PTSB or of its members must be in accordance with the provisions of this resolution.

Section 16. Vacancies - Vacancies occurring during a term shall be filled for the unexpired term.

Section 17. Sunshine Law and State Code of Ethics - The PTSB and its members are subject to and shall comply with Florida's Sunshine Law and the State of Florida's Code of Ethics. Appointees to the PTSB that are required to submit a Statement of Financial Interests to the State of Florida Commission on Ethics will be notified that the failure to submit a Statement of Financial interests within thirty (30) days of appointment shall result in invalidation of the appointment. Reasonable public notice of all PTSB meetings shall be provided. All meetings of the PTSB shall be open to the public at all times and minutes shall be taken at each meeting. All meetings shall comply with the applicable requirements of Chapter 286, F.S.

Section 18. Palm Beach County Code of Ethics - PTSB members and the members of its standing subcommittees are to comply with the applicable provisions of the Palm Beach County Code of Ethics as codified in Sections 2-254 through 2-260 of the Palm Beach County Code.

Section 19. Conflict with Federal or State Law or County Law - Any Federal, State or County law in conflict with this resolution shall prevail.

Section 20. Effective Date - The provisions of this resolution shall become effective upon its approval by the Board of County Commissioners.

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

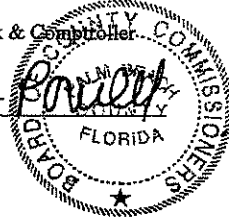
Commissioner Shelley Vana, Mayor	-	<u>Aye</u>
Commissioner Mary Lou Berger, Vice Mayor	-	<u>Aye</u>
Commissioner Hal R. Valeche	-	<u>Aye</u>
Commissioner Paulette Burdick	-	<u>Aye</u>
Commissioner Steven L. Abrams	-	<u>Aye</u>
Commissioner Melissa McKinlay	-	<u>Aye</u>
Commissioner Priscilla A. Taylor	-	<u>Aye</u>

The Mayor thereupon declared the Resolution duly passed and adopted this 7th day of July, 2015.

Palm Beach County, Florida by its
Board of County Commissioners

Sharon R. Bock, Clerk & Comptroller

By: Tracy Powell
Deputy Clerk



Approved as to Form and
Legal Sufficiency

By: [Signature]
County Attorney

COUNTY OF PALM BEACH
Sharon R. Bock, Clerk & Comptroller
JUL 07 2015
By: Tracy Powell
Deputy Clerk

Palm Tran Service Board (PTSB) Roster With Expiring Terms

SEAT NUMBERS	REQUIREMENTS	CURRENT MEMBERS	TERM EXPIRATION DATES
1	Representative with Transportation Experience	VACANT	
2	Disability Advocate	Kerry Rawn	September 30, 2025
3	Environmental Advocate	Selva Selvendran	September 30, 2025
4	Elected Municipal Official of a Municipality within PBC	KaShamba Miller-Anderson	September 30, 2025
5	Business Community Representative	Jim Gibbs	September 30, 2025
6	Representative with Multicultural Experience	Donte Mickens	September 30, 2025
7	Senior Citizen Representative	Frank Stanzione	September 30, 2023
8	Certified Paratransit User	Brandon Williams	September 30, 2025
9 - Chair	Regular Fixed-Route Bus Rider	Carmencita Mitchell	September 30, 2025
10-Vice Chairman	Fixed Route Bus Operator	Joey Acevedo (Iran)	September 30, 2025
11	Citizen-at-Large	Tricia Hallison-Mischler	September 30, 2025
12	Representative with Extensive Paratransit Experience	Dennis Martin	September 30, 2023
13	Resident of the Glades/Lake Region Area	Tammy Jackson-Moore	September 30, 2025