

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY

Meeting Date: 5/14/2024

Department
Submitted By: Community Services
Advisory Board: Homeless Advisory Board

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the appointment of two (2) new members to the Homeless Advisory Board (HAB), effective May 14, 2024

<u>Seat No.</u>	<u>Appointment</u>	<u>Seat Requirement</u>	<u>Recommended By</u>	<u>Term Expires</u>
4	Isis Williams	Florida Department of Children's & Families	Florida Department of Children's & Families	09/30/2025
8	Helen Nauman	Homeless Service Providers Rep.	Homeless and Housing Alliance	09/30/2026

Summary: The HAB oversees the Leading the Way Home Plan to end homelessness. The U.S. Department of Housing and Urban Development (HUD) recommends that recipients of Continuum of Care (CoC) funds comply with the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), and with 24 CFR Part 578. The CoC provides funds for the operation and maintenance of Safe Havens, transitional housing, and permanent supportive housing. On May 1, 2007, the Board of County Commissioners (BCC) established the Homeless Advisory Board (HAB). Per Resolution No. R2016-0038, the total membership for the HAB shall be no more than 14 at-large members, comprised of members representing government, business providers, law enforcement, advocates, education, faith-based and the formerly homeless; however, the HAB provides no regulation, oversight, management, or policy setting recommendations regarding the subject contracts or transactions.

Ms. Williams will complete the term of Elisa Cramer, who left the HAB when she became a county employee with the Youth Services Department. Disclosure of this contractual relationship at a duly noticed public meeting is being provided in accordance with the provisions of Section 2-443 of the Palm Beach County Code of Ethics. Ms. Nauman is employed by Christians Reaching Out to Society, Inc. (CROS Ministries), as the Nonprofit Director of Development and Community Relations, which contracts with the County for services; however, HAB provides no regulation, oversight, management, or policy setting recommendations regarding the subject contracts or transactions. The diversity count for the 9 seats that are currently filled is African-American: 4 (45%), Caucasian: 2 (22%), Native-American: 1 (11%) and Hispanic-American: 2 (22%). The gender ratio (female: male) is 5:4. Ms. Nauman is Caucasian, Ms. Williams is African-American. Staff is addressing the need to increase diversity within our boards and will continue to encourage this to expand this Board's diversity. (Human Services and Community Action Program) Countywide (HH)

Background and Justification: The BCC formally adopted the Leading the Way Home plan to end and prevent homelessness on January 7, 2020. The HAB's focus is directed toward implementing the new Leading the Way Home plan. The HAB fosters and promotes cooperation among governmental agencies, community-based agencies, non-profit organizations, and business interests. The HAB works closely with the County to determine roadblocks affecting program implementation and recommend corrective measures to the BCC. The Division of Human Services provides staff support. Resolution No. R2016-0038 provides the authority for the HAB.

Attachments:

- Boards/Committees Applications and Resumes (2)
- Proposed HAB Member Category and Seat Number
- Resolution No. R2016-0038

Recommended By: James E. Green 4/30/2024
Department Director Date

Legal Sufficiency: [Signature] 5/10/24
Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

**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: Homeless Advisory Board Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: 5/7/2024 To: 09/30/2025

Seat Requirement: Florida Department of Children & Families Seat #: 4

*Reappointment or New Appointment

or to complete the term of Elisa Cramer Due to: resignation other

Completion of term to expire on: 9/30/2025

*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: _____

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Williams Isis Diana
Last First Middle

Occupation/Affiliation: Circuit Community Development Administrator (CCDA)

Owner Employee Officer

Business Name: Department of Children and Families

Business Address: 111 S. Sapodilla Ave

City & State West Palm Beach, FL Zip Code: 33463

Residence Address: 5056 Sancerre Cir

City & State Lake Worth, FL Zip Code: 33463

Home Phone: (561) 335-9089 Business Phone: () Ext. _____

Cell Phone: (561) 335-9089 Fax: ()

Email Address: Isis.Williams@myflfamilies.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

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 of the Palm Beach Code, the Palm Beach County Code of Ethics. Training on the Palm Beach County Code of Ethics 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. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

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

By watching the training program on the Web, DVD or VHS on October 23 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 Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*Applicant's Signature:  Printed Name: Isis Williams Date: 10/23/2023

Any questions and/or concerns regarding Article XIII of 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:
{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: _____

Objective: A highly organized Human Resource Analyst with over 15 years of progressive experience in the Social Service field and 5 years progressive knowledge and experience working in the Government Administration industry in Human Resources. Seeking a position with an organization that is client-focused, and a position that will allow for full utilization of my educational and professional experiences.

Education:

Palm Beach State College, FL Present
FAU, FL 2019-2022
Mercy College, NY 2011-2013
Mercy College, NY 2009-2011
Lynchburg College, VA 2006- 2008

BSN. Nursing
BSc. Criminal Justice
MSc. Psychology (30 credit)
BSc. Psychology GPA 3.5
Pre-Law Poli-Sc./Phil (100 credits)

Professional Experience:

Florida Department of Children and Family

Jan 2015- Present

October 2023 – Present

Circuit Community Development Admin (CCDA)

- Serves as an active member of the Region’s Executive Management Team.
- Serves as the Department’s focal point within the Circuit, to develop and maintain community partnerships with key community stakeholders, faith-based organizations, private sector businesses and funders, including in-kind donors and volunteer services, including city and county government.
- Serves as the Department’s lead in the Circuit for convening stakeholders such as the Agency for Healthcare Administration, Children’s Medical Services, the Community Based Care Lead Agency, Children’s Legal Services, protective investigations staff, local health care network, and the Substance Abuse and Mental Health (SAMH) Managing Entity to implement initiatives and to provide for the appropriate continuity of care for all children in care.
- Serves as the Department’s lead in the Circuit working with the local school systems, Children’s Legal Services, the Community Based Care Lead Agency, the Guardian Ad Litem, caregivers, and other community stakeholders to develop and implement local protocols and data sharing mechanisms, to ensure all children in care are successful in school and specific and timely actions are taken to mitigate educational risks.
- Serves as the Department’s lead in the Circuit working with the ACCESS program and community stakeholders to build and support a network of community access points for public assistant applicants.
- Serves as the Department’s lead in the Circuit in working collaboratively with Department of Juvenile Justice (DJJ), law enforcement, and other state and local agencies, in the resolution of client specific issues.
- Serves as the Department’s lead in the Circuit working with the Adult Services program to further develop aging in place and aging in the community initiatives.
- Handles special projects as assigned by the Family Well-Being Director.

January 2015- October 2023

Human Resource Analyst

- Employee Relation personnel for six state program entities
- Organizing and updating employee and former employee's personnel files.

Isidwilliams@gmail.com
5056 Sancerre Cir. Lake Worth, FL 33463. 561.335.9089

New Era Veterans, Inc. Bronx, NY

Case Manager Supervisor/Grievance Committee Chair (Non-Profit Agency) May 2011-July 2013

- Provide clinical supervision to the case management team.
- Complete case manager assessments and progress notes assessment for goal targets and objectives outline by DHS (Dept. of Homeless Services) and DMH (Dept. of Mental Health).
- Provide case management services to 164 (total) veterans with mental illness, homelessness, and substance abuse issues; creating psychosocial, service plans and service plan reviews to provide billables for the NY State Department of Health Services (DHS) and Department of mental Health (DMH)
- Primary liaison with internal and external referral sources (hospitals, community agencies, crisis system, corrections, family, and other community partners).
- Conduct interviews/training for new hire as well as intake screening/interviews for potential clients.
- Facilitate and co-facilitate psycho-educational groups, relapse prevention group, and recreational activity base groups.
- Chair grievance committee; evaluating and investigation client grievance.

Community Living Corp Mount Kisco, NY

Direct Care Worker (Non-Profit Agency) June 2008-Oct 2009

- Providing services to clients with developmental disabilities
- Assist and teach residents daily life skills by following documented training programs.
- Document resident's progress and report to supervisor
- Responsible for resident's personal care such as dressing, showering, cooking, laundry, as well as food or clothes shopping and going to the doctor and/or other community appointments and activities.
- Assist with vital sign monitor and medication administration.

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION

<https://www.youtube.com/watch?v=n0q-GZlpB3A>

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Board Name: Homeless Advisory Board Advisory Not Advisory

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Term of Appointment: 3 Years. From: 5/07/2024 To: 9/30/2026

Seat Requirement: Homeless Service providers Rep. Seat #: 8

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: Nauman Helen (Gibbie)
Last First Middle

Occupation/Affiliation: Nonprofit-Director of Development and Community Relations at CROS Ministries

Owner Employee Officer

Business Name: Christians Reaching Out to Society Inc. (CROS Ministries)

Business Address: 3677 23rd Avenue South, #B-101

City & State: Lake Worth Beach, FL Zip Code: 33461

Residence Address: 348 Legare Ct.

City & State: Jupiter, FL Zip Code: 33458

Home Phone: (561) 301-9430 Business Phone: (561) 344-4910

Cell Phone: _____ Fax: ()

Email Address: gnauman@crosministries.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>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/100</u>
<u>R2022-1348</u>	<u>Community Services</u>	<u>Cleaning Program</u>	<u>FY 2023 – FY 2025</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.palmbeachcountvethics.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):

- X By watching the training program on the Web, DVD or VHS on October 15, 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: H. Gibbo Printed Name: Helen (Gibbo) Nansen Date: 10/17/2023

Any questions and/or concerns regarding Article XIII, the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountvethics.com or contact us via email at ethics@palmbeachcountvethics.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: _____

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

Revised 02/01/2016

GIBBIE NAUMAN -348 Legare Ct., Jupiter, FL 33458, (561) 301-9430, gibbien@yahoo.com

EXPERIENCE:

Christians Reaching Out of Society, Inc. (CROS Ministries), Lake Worth Beach, FL
Director of Development and Community Relations, 4/11 - Present

Freelance Consulting, 8/2010 – 4/2011

- Adopt-A-Family of the Palm Beaches – Trained staff on Raiser’s Edge database, created sample reports and queries.
- Cox Science Center and Aquarium – Grant writing
- Jubilee Center of South Broward – Grant writing
- PBC Community Back to School Bash – Wrote agency Fund Development Plan, Submitted funding proposals.

The Lord’s Place, Inc., West Palm Beach, FL

Director of Resource Development, 7/05 – 5/10

- Managed the research, writing, and submission of funding requests to foundations, corporations, and government funding entities (more than \$1.5 Million in grants annually) as well as follow-up reporting.
- Oversaw and led all donor relations activities including special events, direct mail, annual gifts (individual and corporate), foundations, memorial and honor gifts, and in-kind giving.
- Led social media activities – website content, Facebook, Twitter etc.
- Represented The Lord’s Place in local speaker’s bureau engagements as well as media interviews.
- Managed all aspects of agency’s donor database including data entry, reporting functions, and training.
- Developed and directed all marketing activities and all print and multi-media material production.
- Supervised staff of two and PR Consultant

Gurto and Nauman Consulting, Inc., West Palm Beach, FL

Consultant, 5/03 – 4/05

- Provided management support to small companies and nonprofit organizations.
- Served as fiscal liaison for the Children’s Services Council of PBC for three School District Programs.
- Served as fiscal agent to shut down Maternal Child Family Health Alliance and assisted with the final audit.

Wheels for Kids, Inc., West Palm Beach, FL

Director, 8/02 – 9/05

- Managed donor database content.
- Oversaw administration, composed bylaws and strategic plan.
- Produced brochures and other marketing materials.

Community Foundation for Palm Beach and Martin Counties, Inc., West Palm Beach, FL

Communications and Special Events Coordinator, 9/00 – 6/02

- Produced several successful large and small events.
- Managed outside marketing consultants.
- Supervised production of annual reports, newsletters, grant and scholarship materials, and brochures.
- Oversaw filming and editing of annual Dwight Allison Fellows Awards videos and PSA spots.

EDUCATION:

Master of Public Administration in International Management – Middlebury Institute of international Studies at Monterey
Bachelor of Arts in French – Hobart and William Smith Colleges, Geneva, NY
High School Diploma – Foxcroft School, Middleburg, VA

AFFILIATIONS:

Palm Beach County Homeless and Housing Alliance, Governance Board; Junior League of the Palm Beaches, Sustainer;
Nonprofits First Rising Leaders 2009/2010.

GIBBIE NAUMAN -348 Legare Ct., Jupiter, FL 33458, (561) 301-9430, gibbien@yahoo.com

EXPERIENCE:

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AFFILIATIONS:

Palm Beach County Homeless and Housing Alliance, Governance Board; Junior League of the Palm Beaches, Sustainer; Nonprofits First Rising Leaders 2009/2010.



**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
HOMELESS ADVISORY BOARD**

I. AUTHORITY :

Resolution R2016-0038; adopted January 26, 2016

II. APPOINTING BODY :

Board of County Commissioners

III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :

The Board is comprised of fourteen members: one member shall be a Palm Beach County Commissioner; one member shall be recommended by the Palm Beach County Law Enforcement Planning Council; one member shall be recommended by the School District of Palm Beach County; one member shall be recommended by the Florida Department of Children & Families; one member shall be recommended by the League of Cities; one member shall be recommended by the Veterans Administration Medical Center; one member shall be recommended by Homeless Coalition of Palm Beach County; one member representing homeless services providers shall be recommended by the Executive Committee of the Homeless and Housing Alliance; two members representing business shall be recommended by the Economic Development Council; one member representing formerly homeless individuals or families shall be recommended by the Homeless and Housing Alliance; one member representing a Housing Authority shall be recommended by the Community Services Department; one member representing the Faith-Based Community shall be recommended by the Community Services Department; and one member representing the Southeast Florida Behavioral Health Network, Inc. shall be recommended by the Community Services Department.

EXTENDED COMPOSITION :

Terms on the Board shall be three years and shall begin October 1 and end on September 30th. There shall be a limit of three consecutive three year terms.

IV. MEETINGS :

The Board shall meet on a regular basis. Meetings begin at 2:00 p.m. and are held at: Human Services North County Office Conference Room at 1440 Martin Luther King, Jr. Blvd., Riviera Beach

V. FUNCTIONS :

To assist the County in reaching its Ten-Year Plan to End Homelessness goals.

* indicates a member having an action pending

VI. LIAISON INFORMATION :

LIAISON DEPARTMENT

Community Services

CONTACT PERSON

Maria Bond

ADDRESS

Phone # 561-355-4779

* *indicates a member having an action pending*



HOMELESS ADVISORY BOARD

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME PHONE	SEAT REQUIREMENT	APPOINT DATE	REAPPOINT DATE	EXPIRE DATE
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Appointed By : At-Large/Palm Beach County Board of County Commissioners

1	Mack Bernard mbernard@pbcgov.org Palm Beach County Board of County Commissioners 301 N Olive Ave Fl 12th Governmental Center West Palm Beach FL 33401	Member	AA	M	561-355-2207	County Commissioner	12/16/2016		
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NOMINATED BY :

2	Vacant	Member				Law Enforcement Planning Council Rep.			
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NOMINATED BY : Palm Beach County Law Enforcement Planning Council

3	Erica Whitfield erica.whitfield@palmbeachschools.org School Board of Palm Beach County1 (3340 Bldg) 3340 Forest Hill Blvd Ste C316 West Palm Beach FL 33406	Member	NA	F	561-434-7481	School District of Palm Beach County Rep.	05/19/2015	11/02/2021	09/30/2024
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NOMINATED BY : School District of Palm Beach County

4	Elisa Cramer elisa.cramer@myflfamilies.com Florida Department of Children & Families 111 S Sapodilla Ave West Palm Beach FL 33401	Member	AA	F	--	Florida Department of Children & Families Rep.	05/07/2019	11/15/2022	09/30/2025
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NOMINATED BY : Florida Dept. of Children & Families

* indicates a member having an action pending

Appointed By : At-Large/Palm Beach County Board of County Commissioners

5 Anne M. Gerwig Member CA F 561-793-4606 PBC League of Cities 04/10/2018 09/19/2023 09/30/2026
agerwig@wellingtonfl.gov Representative

14505 Paddock Dr
Wellington FL 33414

NOMINATED BY :Palm Beach County League of Cities

6 Karen Abbott Member CA F -- Veterans Administration Medical 06/13/2023 09/12/2023 09/30/2026
karen.abbott2@va.gov Center Rep.

16060 E Calder Dr
Loxahatchee FL 33470

NOMINATED BY :Veterans Administration Medical Center

7 Paul E Dumars Member AA M 561-784-8147 Homeless Coalition of Palm 04/18/2023 09/12/2023 09/30/2026
pdumars@gmail.com Beach County Rep.

1740 Lindley St
Mangonia Park FL 33407

NOMINATED BY :Homeless Coalition of Palm Beach County

8 Vacant Member Homeless Service Providers
Rep.

NOMINATED BY :Homeless and Housing Alliance

* indicates a member having an action pending

Appointed By : At-Large/Palm Beach County Board of County Commissioners

9 Katrina Long-Robinson Member AA F 561-584-1124 Business Community
 klongrobinson@westlakegov.com Representative 11/02/2021 09/30/2024
 4212 Heath Cir S
 West Palm Beach FL 33407

NOMINATED BY : Economic Council of Palm Beach County

10 Elizama Goertzen Member HA F -- Business Community
 jami.Goertzen@fpl.com Representative 04/18/2023 09/12/2023 09/30/2026
 17776 87th Ln N
 Loxahatchee FL 33470

NOMINATED BY : Economic Council of Palm Beach County

11 Joseph Nieves Member HA M -- Formerly Homeless
 jnieves@thelordsplace.org Individuals/Families
 The Lord's Place Representative 10/17/2023 09/30/2024

NOMINATED BY : Homeless and Housing Alliance

12 Carol Jones-Gilbert Member AA F 561-684-2160 Housing Authority
 cjones-gilbert@pbchaf1.org X104 Representative 04/07/2020 09/12/2023 09/30/2026
 Palm Beach County Housing Authority
 3432 W 45th St
 West Palm Beach FL 33407

NOMINATED BY : Community Services Department

* indicates a member having an action pending

Appointed By : At-Large/Palm Beach County Board of County Commissioners

13 Ezra M. Krieg Member CA M 954-260-8838 Faith-Based Community Rep. 11/02/2021 09/30/2024
ezra202055@outlook.com

2984 Needham Ct
Delray Beach FL 33445

NOMINATED BY :Community Services Department

14 Linda J. Kane Member CA F 561-203-2485 Southeast FL Behavioral Health 08/16/2016 11/02/2021 09/30/2024
linda.kane@sefbhn.org X305 Network, Inc. Rep.
Southeast Florida Behavioral Health Network, Inc.
140 Intracoastal Pointe Dr
Jupiter FL 33458

NOMINATED BY :Community Services Department

** indicates a member having an action pending*

RESOLUTION NO. R2016 - 0038

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING AND REPLACING RESOLUTION R2014-1638; PROVIDING FOR THE ESTABLISHMENT OF THE HOMELESS ADVISORY BOARD; PROVIDING FOR COMPOSITION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) recommends that recipients of Continuum of Care funds comply with the The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), and with 24 CFR Part 578; and

WHEREAS, the Continuum of Care Program provides funds for the operation and maintenance of Safe Havens, transitional housing, permanent supportive housing and permanent housing; and

WHEREAS, Palm Beach County, through the Department of Community Services, Division of Human Services wishes to comply with HUD recommendations regarding the Homeless Advisory Board; and

WHEREAS, HUD has adopted a Continuum of Care Program that allocates HUD homeless assistance grants to organizations that participate in local homeless assistance program planning networks, and each of these networks is called a Continuum of Care; and

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida, established a Homeless Advisory Board on May 1, 2007 to create a Ten-Year Plan to End Homelessness in Palm Beach County pursuant to Resolution R2007-0720, and such Resolution was amended by Resolution R2007-1693, on October 2, 2007 and such Resolution was repealed and replaced by Resolution R2011-1233, on August 23, 2011; and such Resolution R2014-1638 was repealed and replaced on October 21, 2014 and

WHEREAS, since the Ten-Year Plan to End Homelessness has now been adopted, there exists a need for the Homeless Advisory Board to work in conjunction with the Continuum of Care to assist the County in achieving the objectives of the Ten-Year Plan to End Homelessness.

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

REPEAL AND REPLACEMENT

Resolution R2014-1638 is hereby repealed in its entirety and replaced with the following:

SECTION 1: ESTABLISHMENT OF THE HOMELESS ADVISORY BOARD

There is hereby established an advisory board to be known as the "Homeless Advisory Board," herein referred to as the "Advisory Board."

SECTION 2: COMPOSITION

The Advisory Board shall be comprised of fourteen members as follows:

- a. One (1) member shall be a Palm Beach County Commissioner;
- b. One (1) member shall be recommended by the Palm Beach County Law Enforcement Planning Council;
- c. One (1) member shall be recommended by the School District of Palm Beach County;
- d. One (1) member shall be recommended by the Florida Department of Children and Families;
- e. One (1) member shall be recommended by the League of Cities;
- f. One (1) member shall be recommended by the Veterans Administration Medical Center;
- g. One (1) member shall be recommended by the Homeless Coalition of Palm Beach County;
- h. One (1) member representing homeless services providers shall be recommended by the Executive Committee of the Homeless and Housing Alliance;
- i. Two (2) members representing business shall be recommended by the Economic Development Council;
- j. One (1) member representing Formerly Homeless individuals or families shall be recommended by the Homeless and Housing Alliance;
- k. One (1) member representing a Housing Authority shall be recommended by the Community Services Department;
- l. One (1) member representing the Faith-Based Community shall be recommended by the Community Services Department;
- m. One (1) member representing the Southeast Florida Behavioral Health Network, Inc. shall be recommended by the Community Services Department.

SECTION 3: APPOINTMENTS, TERMS, AND VACANCIES

- A. The maximum number of Boards and Commissions that an individual appointed by the Board of County Commissioners may serve on at one time shall be three.
- B. Terms of office for the Advisory Board members shall be three years and shall begin on October 1st and end on September 30th.
- C. There shall be a limit of three consecutive three year terms, unless dictated otherwise by statute or other binding rule.
- D. Appointments shall be made by the Board of County Commissioners. The Homeless Advisory Board may provide recommendations for appointments.

- E. A vacancy occurring during a term shall be filled for the unexpired term and in the manner prescribed above.
- F. Upon adoption of this resolution, those members with unexpired terms that were serving on the previous Homeless Advisory Board will have their terms adjusted to expire on September 30th of the year in which their term expires.
- G. Members shall be subject to the rules and to the overall authority of the Board of County Commissioners of Palm Beach County, Florida.
- H. Advisory Board members shall not be prohibited from qualifying as a candidate for elected office.

SECTION 4: ROLES AND RESPONSIBILITIES

The roles and responsibilities of the Homeless Advisory Board shall be to assist the County in reaching its Ten-Year Plan to End Homelessness goals and they shall have the authority and power to accomplish this through the following:

- A. Gather community input on homelessness.
- B. Oversee implementation of the Ten-Year Plan to End Homelessness by:
 - 1. Fostering and promoting cooperation among governmental agencies, community-based agencies, non-profit organizations and business interests in order to ensure the efficient and timely implementation of the Ten-Year Plan to End Homelessness;
 - 2. Review progress made in the County towards achieving the objectives identified in the Ten-Year Plan to End Homelessness and make recommendations to the Board of County Commissioners. The primary recommendations may include systematic changes, policy changes, and funding recommendations;
 - 3. Provide information regarding the needs and other factors affecting the smooth implementation of the Ten-Year Plan to End Homelessness within Palm Beach County; and
 - 4. Determine roadblocks affecting program implementation and recommend corrective measures to the Board of County Commissioners.
- C. Recruit private and public sector representatives to the membership of Advisory Board committees.

SECTION 5: MEETINGS

- A. The Advisory Board shall meet on a regular basis. The Chair or County staff shall have the authority to call emergency meetings, as is needed and appropriate.

SECTION 6: OFFICERS

- A. The Chair shall be a County Commissioner appointed by the Palm Beach County Board of County Commissioners.
 - 1. Duties of the Chair:
 - a. Call and set the agenda for Advisory Board meetings;

- b. Preside at Advisory Board meetings;
 - c. Establish committees, appoint committee chairs and charge committees with specific tasks; and
 - d. Perform other functions as the Advisory Board may assign by rule or order.
2. If a vacancy occurs in the office of the Chair, the Palm Beach County Board of County Commissioners shall appoint a replacement.
- B. The Vice Chair shall be elected by a majority vote of the Advisory Board and shall serve for a term of one year.
1. The Vice Chair shall perform the duties of the Chair in the Chair's absence, and such other duties as the Chair may assign.
 2. If a vacancy occurs in the office of the Vice Chair, the Advisory Board will elect another member to fill the unexpired term.

SECTION 7: REMOVAL FOR LACK OF ATTENDANCE

Members of the Advisory Board shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three consecutive meetings or failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall constitute lack of attendance. Members removed under this paragraph shall not continue to serve until a new appointment is made and removal shall create a vacancy.

SECTION 8: RESIDENCY REQUIREMENTS

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

SECTION 9: ANNUAL NARRATIVE REPORT

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

SECTION 10: SUNSHINE LAW AND STATE CODE OF ETHICS

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

SECTION 11: PALM BEACH COUNTY CODE OF ETHICS

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

SECTION 12: TRAVEL EXPENSES, REIMBURSEMENT AND APPROVAL AUTHORITY

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

SECTION 13: CONDUCT OF MEETING

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

SECTION 14: CONFLICT WITH FEDERAL OR STATE LAW OR COUNTY CHARTER

Any statutory Federal or State or County Charter provisions in conflict with this Resolution shall prevail.

SECTION 15: EFFECTIVE DATE

This Resolution shall become effective upon approval by a majority vote of the Board of County Commissioners, Palm Beach County, Florida.

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

Commissioner Mary Lou Berger, Mayor	— <u>Aye</u>
Commissioner Hal R. Valeche, Vice Mayor	— <u>Aye</u>
Commissioner Paulette Burdick	— <u>Aye</u>
Commissioner Shelley Vana	— <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 26th day of January, 2016.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

BY: Helene C. Hvizd
Helene C. Hvizd
Assistant County Attorney

ATTEST:

SHARON R. BOCK
CLERK & COMPTROLLER
BY: Sharon R. Bock
Deputy Clerk

