

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY**

Meeting Date: May 14, 2024

[] Consent [X] Regular
[] Ordinance [] Public Hearing

Department

Submitted By: Community Services

Advisory Board: Community Action Advisory Board

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the appointment of two (2) new at-large members to the Community Action Advisory Board (CAAB), for the term of May 14, 2024 to September 30, 2026, to fill the vacancies for two (2) public sector seats, Seat #2 and Seat #5.

Nominees

Angela Burns

or

Alexandria Ayala

or

Albert D. Leslie

or

Jon Maples

Nominated By

Mayor Sachs

Commissioner Barnett

Commissioner Weiss

Commissioner Barnett

Commissioner Baxter

SUMMARY: The Community Services Block Grant (CSBG) agreement requires the establishment of a CAAB and that CAAB participate in the planning, implementation, and evaluation of CSBG programs to serve low-income communities. Community Action Agencies (CAA) were created in the Economic Opportunity Act of 1964 on the premise that local citizens were the most knowledgeable and best equipped to address problems of poverty in their communities. Each CAA is governed by a board of directors consisting of at least one-third low-income community members, one-third public officials, and up to one-third private sector leaders. This board structure is defined by federal statute and is known as a tripartite board. Florida Department of Commerce is the primary conduit to receive and disperse these federal funds to the local agency. The Agency provides services, assistance, and other activities of sufficient scope and size to give promise of progress toward elimination of poverty or a cause or causes of poverty through developing employment opportunities, improving human performance, motivation, and productivity, or bettering the conditions under which people live, learn, and work to low-income individuals and families throughout Palm Beach County. Per Resolution No. R2018-0372, adopted April 10, 2018, amending Resolution R2014-0588. These candidates meet all applicable guidelines and requirements outlined in the resolution. The diversity count for the 12 seats that are currently filled is African-American: 8 (66%); Caucasian: 3 (25%); and Hispanic-American: 1 (9%). The gender ratio (female: male) is 7:5. Ms. Burns is an African-American female; Ms. Ayala is a Hispanic-American female; Mr. Leslie is a Caucasian male; and Mr. Maples is an African-American male. Staff is addressing the need to increase diversity within our Board and will continue to encourage this to expand this board's diversity. (Community Action Program) Countywide (HH)

Background and Justification: The Board of County Commissioners first created a Community Action Council Advisory Board in 1974. This was done to qualify the Agency to receive CSBG funds for the residents of Palm Beach County. The CSBG agreement requires the establishment of a Community Action Advisory Board and that CAAB participates in the planning, implementation, and evaluation of CSBG programs to serve low-income communities.

Attachments:

1. Board/Committee Applications and Resumes
2. Inventory of Seats List
3. Resolution No. R-2018-0372

Recommended By: [Signature] Department Director 5/11/2024 Date

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

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: Community Action Advisory Board Advisory Not Advisory
 At Large Appointment or District Appointment / District #: _____
 Term of Appointment: 3 Years. From: 5/07/2024 To: 9/30/2026
 Seat Requirement: Public Sector elected official Seat #: 2
 Reappointment or New Appointment
 or to complete the term of _____ Due to: resignation other
 Completion of term to expire on: _____

***When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners:**

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT
 Name: Burns Angela D. Angela D. Middle
 Occupation/Affiliation: City of Delray Beach City Commission
 Owner Employee Officer
 Business Name: Commissioner Angela Burns
 Business Address: 100 N.W. SE AVE
 City & State: Delray Beach, FL Zip Code: 33444

Residence Address: 2578 Lake Yola Rd.
 City & State: Delray Bch. FL Zip Code: 33445
 Home Phone: 561-271-0267 Business Phone: 561-243-7418
 Cell Phone: 561-945-6114 Fax: ()
 Email Address: burnse@delraybeach.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: N/A

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

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-44) 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>
Example: BEAN-XX/PO XX	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/08-09/30/2100</u>

(Attach Additional Sheet(s), if necessary)

NONE OR NOT APPLICABLE/
(Governmental Entity)

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.palmbeachcountyethics.com/Training.html>. 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 _____ 20____
 By attending a live presentation given on OCT 31, 2023

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: Angela D. Burnett Name Angela D. Burnett: 3/18/2024
 Any questions and/or concerns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountylegislativeethics.com or contact us via email at ethics@palmbeachcountylegislativeethics.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 BY Meeting.

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 01/09/2023

Angela Burns

2578 Lake Ida Road
Delray Beach, Florida 33445
561-945-6114
burns@mydelraybeach.com

To bring my years of classroom expertise to provide quality instruction that encourages critical thinking and inspires students to reach their academic goals. Additionally, to collaborate with colleagues, administrators, parents, and other stakeholders to ensure the best educational outcomes for all students.

Education

1974-1979
Bachelor of Elementary Education
Bethune-Cookman College

2004-2006
Master of Science
Nova Southeastern University

2010-2012
Doctorial Studies
Nova Southeastern University

SKILLS

Leadership
Organization
Active Listening

Problem Solving
Collaboration
Lifelong Learning

Creativity

EXPERIENCE

March 2023 - Current
City Commissioner, City of Delray Beach
Oversee the running of local government, collaborating with fellow commissioners in meetings to develop and enact policies and ordinances for the city.

August 2021-May 2022
Middle School Intensive Reading Instructor
Village Academy School, Delray Beach, FL
Provided small group intensive reading instruction to students performing in the lowest 25% on state required assessments and curriculum results.

August 2000-May 2021
Classroom Teacher, Instructional Support Team Leader,
Elementary Reading Interventionist

Classroom instruction for regular education students in grades 3rd – 6th. Provided direct assistance to teachers in areas of reading education while working directly with principal and staff to meet school objectives identified through the school improvement process. Provides small group reading instruction to elementary aged students performing below grade level.

August 1990 – May 2000
Verde Elementary School-Hammock Pointe Elementary, Boca Raton, FL
Classroom Teacher -Primary

**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: Community Action Advisory Board (CAAB) Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

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

Seat Requirement: Public Sector Seat #: 02

*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: _____**

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Ayala Alexandria
Last First Middle

Occupation/Affiliation: PBC School Board Member, District 02

Owner Employee Officer

Business Name: School District of Palm Beach County

Business Address: 3300 Forest Hill Blvd.

City & State: Palm Springs FL Zip Code: 33406

Residence Address: 3303 Waterview Cir.

City & State: Palm Springs Zip Code: 33461

Home Phone: () Business Phone: () Ext. _____

Cell Phone: (561)- 506-2310 Fax: ()

Email Address: alexandria.avalali@gmail.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>
<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)

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: _____ . 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 3/1/2024
 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: [Signature] Printed Name: Alexandra Ayala Date: 3/1/24

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

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: [Signature] Date: 3/28/24
Commissioner's Signature: _____

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public. Revised 01/09/2023

Alexandria Ayala

West Palm Beach, Florida, United States

alexandria.ayala11@gmail.com

[linkedin.com/in/alexandriamayala](https://www.linkedin.com/in/alexandriamayala)

Summary

Experienced, bilingual public service professional with a history of working to serve the community and in the public sector. Previously worked for the Florida House of Representatives and Palm Beach County Commission. Skilled in Policy, Government Relations, Public Service, Education, and Community Relations. Bachelor's Degree in Political Science and Journalism from the University of Central Florida.

Experience



Director of Public Policy

The Euclid Group

Jan 2023 - Present (1 year 3 months)



School Board Member

The School District of Palm Beach County

Aug 2020 - Present (3 years 8 months)



Director of Community Engagement & Communications

The Markarian Group

Jan 2021 - Jan 2023 (2 years 1 month)



Legislative Aide

Palm Beach County

Nov 2018 - Dec 2020 (2 years 2 months)

Proud to work with Commissioner Robert Weinroth to serve the constituents of Palm Beach County Commission District 4.

Regional Director

Gillum/King Gubernatorial Campaign

Jun 2018 - Nov 2018 (6 months)

Community Engagement Director

Florida Democratic Party

Nov 2017 - Jun 2018 (8 months)

Responsible for energizing and empowering local communities, recruiting and training candidates for office, and helping to deliver Democratic victories up and down the ticket.

Responsibilities include:

Advising the Political Department on municipal, legislative and federal campaign progress
Assisting in the execution of the community outreach plan for constituency groups and stakeholders
Facilitates training and development of Party activists
Creatively using social media techniques and tools to amplify party objectives
Effectively managing conflict and providing positive resolutions
Working with other FDP departments to strengthen FDP's relationships with key stakeholders, local leaders and elected officials
Recruit, train and manage a team of super volunteers to execute key program tasks
Recruiting and hiring staff to run community engagement outreach offices
Training, managing, and developing staff and volunteers within regional offices
Providing professional guidance and training to junior community engagement staff
Tracking, analyzing and reporting program performance to field director
Adjusting plans and strategies when necessary
Interviewing community engagement specialist applicants and make hiring recommendations
Coaching community engagement specialists and holding them accountable to their goals
Keeping community engagement specialists on track to meet both short and long term goals

Campaign Manager

Rachelle Litt for Palm Beach Gardens City Council

Dec 2016 - Apr 2017 (5 months)

- Responsible all campaign operations; managed campaign fundraising plans and budget; maintained ongoing coordination with candidate; scheduled and attended community and organization events with candidate
- Organized volunteers; managed campaign social media presence and email communications; advised press communications

Finance Assistant

Friends of Patrick Murphy

Aug 2016 - Nov 2016 (4 months)

- Maintained donor research and relations; fundraising event planning and preparation; Spanish translation and Hispanic media outreach; and call time fundraising with the campaign finance director
- Managed the candidate while traveling across Florida, including call time; provided details and background to candidate for donor meetings, events and follow-up



District Senior Executive Secretary

Florida House of Representatives

Feb 2015 - Jul 2016 (1 year 6 months)

Representative Victor Torres

- Oversaw District Office management, including all finances and running day-to-day operations
- Coordinated constituent assistance through in-person, phone, and email contact for state agencies like the Department of Children & Families, Agency for Health Care Administration and Florida Department of Elder Affairs
- Handled events such as the district's first public community Farm Share, providing food for over 500 District 48 constituents; "Puerto Rico Day at the Florida Capitol" in 2015 & 2016; and the second annual public Hispanic Heritage Month Event

- Provided crisis assistance on issues such as utility payment help, unemployment, and resources for shelter, food and documentation needs to the district's homeless population
- Wrote press releases and event statements for media distribution

Education



University of Central Florida

Bachelor's Degree, Political Science and Journalism

2011 - 2015

UCF College Democrats

Skills

Community Outreach • Political Science • Journalism • Marketing • Press Releases • Political Campaigns • Social Media • Microsoft Office • Visual Merchandising • Merchandising

Honors & Awards

ATHENA Young Professional Award - The Chamber of Commerce of the Palm

Beaches

Sep 2021

An ATHENA Young Professional Award recipient:

Is an emerging leader who demonstrates excellence, creativity and initiative in her business or profession; serves as a role model for young women personally and professionally; and provides valuable service to improve the quality of life for others in the community.

Hispanic Women of Distinction - Hispanic Women of Distinction

Oct 2022

This award pays tribute to Latina professionals who are strengthening the social fabric of this country and making inroads in the leadership pipeline for a growingly diverse America. Founded in 2001 by the late Erwin M. Vasquez, M.D., a Venezuelan-born cardiologist, philanthropist and publisher of the pioneer Spanish newspaper, El Herald de Broward, the goal was to help to empower Latinas and to recognize the influence they have in the South Florida community. These Latinas, both past and present, are not afraid to dream big, to carve their own paths, to be grateful for the opportunities they have received, and to pay it forward to those who will follow.

**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 resume to this form.

Section I (Department): (Please Print)

Board Name: Community Action Advisory Board (CAAB) Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

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

Seat Requirement: Public Sector Seat #: _____

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: _____**

Section II (Applicant): (Please Print)
APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Leslie Albert D.
Last First Middle
Occupation/Affiliation: Professor - Adjunct

Owner Employee Officer
Business Name: FLORIDA ATLANTIC UNIVERSITY

Business Address: 777 Glades Road
City & State: Boca Raton, Florida Zip Code: 33431

Residence Address: 8242 La Jolla Vista Lane
City & State: Lake Worth Beach, FL Zip Code: 33467

Home Phone: () **Business Phone:** () **Ext.:** _____
Cell Phone: (954) 557-4848

Email Address: LABer1450@gmail.com **Fax:** ()

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 African-American Asian-American Caucasian
 Native-American

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 exceptions 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, directly or indirectly, or your employer or relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Contract/Transaction No. _____ Department/Division _____ Description of Services _____ Term _____
Example: RWXX-XX/PO-XXI _____ Ethics & Recruitment _____ General Maintenance _____ 10/01/00-09/30/2100 _____

(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 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 23 FEB 20 24
- 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: [Signature] Printed Name: Leslie D. Albert Date: 23 FEB 2024

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: [Signature] Date: 2/26/2024

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

Revised 01/09/2023

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-XXPO 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 X NOT APPLICABLE/
(Governmental Entity)

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.palmbeachcountyethics.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 video on the Web, Div of Ethics on 03/14/24

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 Signature J. Maples Printed Name: Jon Maples Date 3-04-24

Any questions and/or concerns regarding Article XIII of 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:

{Insert Liaison Name Here}, {Insert Department/Division Here}
{Insert Address Here}

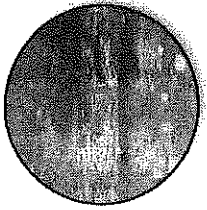
Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: [Signature] Date: 3/14/24

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

Revised 01/09/2023



Leslie D. Albert

Lake Worth, Florida

LAlbert450@gmail.com
954.557.4848

My family moved from Connecticut to South Florida over 50 years ago leaving the cold winters for the good fortunes of the Sunshine State. South Florida was full of flowing waterways, tropical swamps and exotic flora and fauna - all incredibly fascinating for a creative young child like myself. My parents opened a successful building materials export business in Miami and I enjoyed our travels to the Caribbean as they built their clientele. I attended grade school through high school in North Miami Beach and vividly remember the sense of community, warmth and kindness that existed in our new neighborhood. I also recall the dark moments of antisemitism, segregation and struggle that we all worked together to overcome.

In the 1970s, I left Florida to obtain my bachelor's degree at Stanford University in Palo Alto California. It was a time of focused activism when civil rights and women's rights entered the mainstream of social-political discourse and action. I lived in Italy before returning to Florida in the 1980s. After completing my post-baccalaureate work at the University of Miami, I opened my own boutique Interior Design company, ARCHETYPE and provided full-scale design services to a wide range of commercial and residential projects. It was exciting and gratifying to listen to my client's dreams and goals and pursue them for their clients, employees and families through high-quality design. It also permitted me to engage and collaborate with dedicated tradespeople, contractors, craftsmen and artisans whose skills and expertise helped bring my projects to life.

Most recently, I became a professor, first at Palm Beach State College and now at Florida Atlantic University in Boca Raton, where I am completing my Master of Fine Arts degree. I have always maintained the importance of lifelong learning as a path to community and personal improvement and growth. I believe opportunities for intellectual engagement and education should be available to all, regardless of age, gender, race, etc. and have embraced the pleasure of helping a highly diverse group of students achieve their career and educational goals.

Palm Beach County has been my home for over fifteen years. In addition to teaching and continuing to create and design, I help care for my elderly parents who have reached milestones as they near 100 years of life. I work with local animal rescue groups to protect those creatures who cannot speak for themselves and I support and encourage the building of communities and neighborhoods like those of my early life where all Floridians can have hope for equal opportunity, security and inclusion.

Leslie

January, 2024

LESLIE D. ALBERT

8242 La Jolla Vista Lane · Lake Worth, Florida 33467
954.557.4848 LAAlbert450@gmail.com

ART • DESIGN • EDUCATION

MFA* **Florida Atlantic University**, Boca Raton, Florida (*Expected May, 2024)
Visual Arts – Painting, Drawing and Printmaking, (*Full GTA Scholarship)

B.A.* **Stanford University**, Palo Alto, California, 1981
*Dual Major – Drawing and Painting and Printmaking
Studied under Bay Area Figurative Painters – Nathan Oliveira, Frank Lobdell
--- Stanford in Italy, Florence, Italy, 1979-1980
--- Private Student – Luciano Guarnieri, Florence, Italy 1979-1980
Fresco Painter and a student of Pietro Annigoni

C.E. **University of Miami**, (Post Baccalaureate) Miami, Florida 1987-1988
(Self-Designed Continuing Education Program in Graphic Design and Illustration
with Course work at the Graduate Level)

Masters Workshops and Grants

2000 Masters Workshop – Molly Favour - 'Pastel and the Landscape', Anderson Ranch, Vail, CO
2002 Masters Workshop – Anthony Ryder - 'The Portrait', Armory Art Center, West Palm Beach, FL
2007 Masters Workshop – Steven Assael – 'Painting the Figure', Armory Art Center, West Palm Beach,
2012 Grant Recipient, 'Professional Development Workshop'
Creative Capital through the Cultural Council of Palm Beach County, Fl
2017 Masters Workshop – Graydon Parish – 'Color School – Munsell System', FACE, Miami, Fl
2017 Private Studio Visit – Phillip Pearlstein and Audrey Flack, New York, New York
2018 Masters Workshop – Robert Liberace – 'The Dynamic Figure in Red Chalk', FACE, Miami, FL

WORK EXPERIENCE

Professor of Fine Arts (Adjunct – Credentialed) 2011-2020
Palm Beach State College - Humanities Division - Lake Worth, Fl
Drawing I & II, Painting I & II, Life Drawing, Figure Painting, Art Appreciation

- Developed and utilized a proven core curriculum for developing drawing skills accessible to students of all levels and abilities
- Promoted a supportive, enriching and challenging classroom environment based on personalized attention to all students on an individual basis
- Utilized highest quality classroom management practices to encourage students to achieve excellence with their studio art activities
- Mentored and advised students and incoming faculty members to further their academic and professional paths

- Coordinated student portfolio reviews for in house and outside academic institutions assisting students in acquiring over \$150,000 in scholarships and grants to gain admittance to respected art programs and continue their educational goals
- Purchased and inventoried art materials and props within department budget and storage requirements
- Qualified and scheduled art models and assistants for studio classes to assure availability and timeliness

Gallery Manager

Palm Beach State College, Lake Worth Campus Gallery – Lake Worth, Fl 2015 - 2020

- Formulated and initiated exhibition concepts and schedule based on gallery mission to provide an artistic forum to showcase quality artwork from students, faculty and local artists
- Curated exhibits and designed, coordinated and supervised installations to assure quality aesthetic standards for all artwork displayed
- Facilitated artists' involvement through college and art community engagement
- Selected and specified exhibition materials including framing, matting and hardware
- Promoted exhibits via internal college marketing sources (CRM) and local media outlets
- Hosted 'Opening Receptions' including hospitality tables and catering
- Notable Exhibitions:

'Fine Art Faculty Exhibit at the Cultural Council' – 2019

Initiated a partnership with the Cultural Council of Palm Beach County to feature the artwork of eighteen Fine Art Faculty members at their Downtown Lake Worth Gallery for greater public exposure. Coordinated, branded and promoted the exhibit within the college media outlets (CRM) as well as outside local media sources including hosting two 'Opening Receptions'.

'Southern Babes' – 2017

Gallery exhibition for Women's History Month featuring four talented local women artists who had limited opportunities to show their work. Exhibition included paintings, prints and ceramics.

'Art Across the Spectrum' – 2016

Student curated and designed exhibit showcasing peer work emphasizing student interests and aesthetics

Senior Faculty Member & Project Coordinator

SYAP (Summer Youth Art Program)

Palm Beach State College - Lake Worth, Florida

2015 - 2019

- Designed and initiated a Visual Arts enrichment curriculum for young students ages 7 - 14
- Developed and promoted a BAK & Dreyfoos Advanced Art Preparatory Program resulting in 100% admission for students who sat for the exams
- Created promotional materials, set admission criteria and conducted student interviews for workshops
- Engaged with outside cultural entities for student enrichment including field trips to museums and galleries and artist visits to workshops
- Produced student art gallery exhibits
- Assisted with development of mission statement and presentation of statistical and financial data to secure program funding and continuation

Archetype Design Associates, Inc.

Owner/Principal Designer

Ft. Lauderdale, Florida

1990-Present

Full-service Interior Design company successfully completing residential and commercial projects in South Florida and the Caribbean.

- Successfully completed projects in a wide range of disciplines including commercial, health care, hospitality and residential in South Florida, the Caribbean and South America
- Provided a full scope of design services from programming and design development through full construction documentation and project administration
- Targeted specific professional groups for qualified leads and referrals
- Counseled and advised clients throughout all project phases
- Provided pre-contractual consultation services including strategic planning and due diligence
- Prepared design proposals, negotiated fees and terms and executed contracts
- Qualified vendors and contractors, analyzed bid documents, prepared and tracked purchase orders and scheduled and supervised installations
- Established and met budget and time schedules
- Managed design teams of architects, engineers and contractors to assure conformance with Architectural, Interior Design and MEP specifications
- Developed specifications and schedules for FF & E
- Formulated project design concepts and selected and coordinated finishes, fixtures and furnishings
- Extensive knowledge of trade sources throughout the United States and Europe
- Aggressive project administration and problem resolution

EXHIBITIONS, AWARDS AND COMMITTEES

Paul Fisher Gallery – ‘Sam Perry Benefit’, West Palm Beach, FL November 2020
Cultural Council of Palm Beach County- ‘Palm Beach State College Faculty Exhibit’ - 2019

Lake Worth, Florida

Palm Beach State College – ‘Faculty Exhibition’ – Eissey Gallery, Palm Beach Gardens 2012 – 2018

Palm Beach State College – ‘Faculty Exhibition’ – Lake Worth, Florida 2011- 2019

Lighthouse Center for the Arts, Tequesta, Florida – ‘Go Figure’ – 2nd Place

Armory Art Center – ‘Faculty Exhibition’ – West Palm Beach, Florida 2014-2015

Clay Glass Metal Stone Gallery – ‘Naked Truth’* Lake Worth, Florida 2012

*Awarded - Best of Show

Artistic Design Center – ‘Art of the Figure’ Dania Beach, Florida 2009

Steelcase Presents Designers in Art – Moore Building, Miami Florida 1999, 2000

University of Miami – ‘Student Exhibition’, Miami, Florida 1988

Stanford Gallery – Undergraduate Student Exhibition, Palo Alto, California 1981

Prism Award - Gold Award - Commercial Interior - Palm Beach, Florida 2008

American Veterinary Hospital of the Year – Ft. Lauderdale, Florida 1996

Art in Public Places Committee Member – Appointee and Voting Member, 2013 – 2021
Palm Beach County, Florida

Leslie D. Albert 954.557.4848 LAAlbert450@gmail.com

page 3 of 3

**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: Community Action Advisory Board (CAAB) Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

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

Seat Requirement: Public Sector Seat #: 2

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other
Completion of term to expire on: _____

***When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: 1**

Section II (Applicant): (Please Print)
APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Maples Jon
Last First Middle

Occupation/Affiliation: Jon Maples, ChFC®, RICP®, CLTC | Financial Advisor | Government Relations

Business Name: Owner Employee Officer

Business Address: Northwestern Mutual

City & State: 3300 PGA Blvd Suite 400

Residence Address: Palm Beach Gardens, FL Zip Code: 33410

City & State: 6401 Travis Road

Home Phone: () Business Phone: (561) 284-8074 Ext. _____

Cell Phone: (561) 356-9901 Fax: ()

Email Address: Jon.maples@nm.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>
Example: (RFX-XX/PO-XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100

 (Attach Additional Sheet(s), if necessary)

OR

NONE X NOT APPLICABLE/
 (Governmental Entity)

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.palmbeachcountyethics.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 ~~2/3/04~~ 2/3/04
 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: Jon Maples Printed Name: Jon Maples Date: 3-04-24

Any questions and/or concerns regarding Article XIII of 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:

{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: [Signature] Date: 4/1/24

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

Revised 01/09/2023

JON M. MAPLES

6401 Travis Rd. West Palm Beach, FL 33406 | P: (561) 351-9901 | E: maplesjm@gmail.com

SUMMARY

Proven business professional with over 14 years' experience in meeting client's needs through a variety of platforms, including but not limited to: assessing needs, goals, and risks of an individual and/or business, presenting both features and benefits of products and services to clients of varying markets and differing needs, assessing risks, and analyzing data to provide sound advice and recommendations to create an efficient plan. Solid foundation in both the business and financial markets. Advanced analytical, problem solving, organizational, communication, relationship building, and management skills.

EXPERIENCE

Financial Advisor & Government Delegate- Industry Advocacy – Palm Beach Gardens, FL
October 2012 – Present

Northwestern Mutual has been helping clients achieve financial security for 160 years. The company focuses solely and directly on its clients and seeks to deliver a holistic approach to financial security that is consistent and dependable.

Individually responsible for efficiently and effectively building client base, driving sales, and developing relationships by understanding goals and objectives. Additionally, beyond personal practice, was elected Government Delegate in October of 2015. Advocate on Capitol Hill; speaking with current Congress men and women, and Senators re: tax law and constituents aided by the financial service industry.

EDUCATION

Palm Beach Atlantic University - Bachelor of Science Degree
Computer Science, concentration Computer Information System

May 2001 - June 2005

Men's Basketball, *Team Captain - Received All American Honors**

Florida Atlantic University - College of Business
Certified Financial Planning (CFP®)

January 2019 - June 2022

The American College - Financial Services
Chartered Financial Consultant® (ChFC®),

Retirement Income Certified Professional (RICP®)

January 2020 - June 2023

SECURITIES LICENSES

0215 – Life, Health, and Annuities

Series 7 – General Securities Representative

Series 63 – Uniform Securities Agent State Law

CLTC – Certified in Long Term Care

COMMUNITY INVOLVEMENT

Families First of Palm Beach County – West Palm Beach, FL
2021

Board of Directors, President

St. Mary's Hospital – West Palm Beach, FL

October 2012 – December

October 2016 – March 2019

Advisory Committee, Community Advisory Council
Family Church – West Palm Beach, FL
Advisory Committee, Leadership Council
Town of Lake Clarke Shores – West Palm Beach, FL
Zoning Board of Adjustments, Zoning Board Advisory
Leadership Palm Beach County – West Palm Beach, FL
Board of Directors
Town of Lake Clarke Shores – West Palm Beach, FL
Town Councilmember, Group II

November 2016 – July 2020

March 2016 – March 2023

July 2021 – June 2023

March 2023 – Present



**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
COMMUNITY ACTION ADVISORY BOARD**

I. AUTHORITY :

Resolution R2014-0588, adopted May 6, 2014, repealing and replacing R2009-1549.

II. APPOINTING BODY :

Board of County Commissioners

III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :

The Advisory Board shall be comprised of fifteen members, as follows: One-Third shall be elected public officials holding office on the date of selection, or their representatives; not fewer than One-Third shall be person chosen in accordance with democratic selection procedures to assure that they are representatives of low-income individuals and families in the target neighborhood served; and the remainder shall be persons who can bring pertinent and significant resources from the private sector. Members must be Palm Beach County residents at the time of appointment and while serving. Members shall serve three year terms. An individual may serve three consecutive full terms. Terms shall begin on October 1 and end on September 30. A vacancy occurring during a term shall be filled for the unexpired term.

EXTENDED COMPOSITION :

IV. MEETINGS :

Third Tuesday of each month at 5:30 p.m. The location changes within the County. The announcement is broadcast on the PBC website, by public notice, and social media stations at least 10 calendar days in advance of each meeting.

V. FUNCTIONS :

Conduct regular assessments of the circumstances of low-income individuals and families and of the resources available in needed in the community to support greater self-sufficiency; create a forum for citizen participation; participate in the development and implementation of programs/projects designed to serve the low-income citizens; review and recommend programs/projects for use of the Community Services Block Grant funds; foster and promote cooperation between governmental agencies, community-based non-governmental non-profit organizations and businesses; submit annual report to the BCC.

VI. LIAISON INFORMATION :

LIAISON DEPARTMENT

Community Services

CONTACT PERSON

Adriane Marcelle

ADDRESS

Phone # 561-355-4791

* indicates a member having an action pending



COMMUNITY ACTION ADVISORY BOARD

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME PHONE	SEAT REQUIREMENT	APPOINT DATE	REAPPOINT DATE	EXPIRE DATE
---------	----------------	-----------	-----------	--------	-----------------------	------------------	--------------	----------------	-------------

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

1	Raynold Sam	Member	AA	M	--	Public Sector Representative	12/07/2021		09/30/2024
---	-------------	--------	----	---	----	------------------------------	------------	--	------------

Farmworker Coordinating Council of Palm Beach County, Inc. - B
233 W Avenue "A" Ste D
Belle Glade FL 33430 3092

NOMINATED BY : District 7 Commissioner

2	Vacant	Member				Public Sector Representative			
---	--------	--------	--	--	--	------------------------------	--	--	--

NOMINATED BY :

3	Guillermo Carrasco	Member	HA	M	561-495-8971	Public Sector Representative	12/07/2021		09/30/2024
---	--------------------	--------	----	---	--------------	------------------------------	------------	--	------------

4075 Laurel Wood Ln
Delray Beach FL 33445

NOMINATED BY : District 2 Commissioner

4	Steve West	Member	CA	M	--	Public Sector Representative	12/07/2021		09/30/2024
---	------------	--------	----	---	----	------------------------------	------------	--	------------

steve@therationalmajority.org
The IN-CROWD
7264 Cataluna Cir
Delray Beach FL 33446

NOMINATED BY : District 7 Commissioner

* Indicates a member having an action pending

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

5 Vacant Member Public Sector Representative /

NOMINATED BY :

6 Sandra Savoie Wright Member CA F 561-340-1060 Private Sector Representative 02/04/2020 10/04/2022 09/30/2025
 swright@ccareersourcepbc.com X2424
 CareerSource Palm Beach County - WPB Office
 3400 Belvedere Rd
 West Palm Beach FL 33406 1525

NOMINATED BY :

7 Linda Williams Member AA F -- Private Sector Representative 07/12/2022 07/11/2025
 willialc@palmbeachstate.edu
 Palm Beach State College-Lake Worth Campus
 4200 Congress Ave
 Lake Worth FL 33461

NOMINATED BY :

8 Vacant Member Private Sector Representative 07/11/2025

NOMINATED BY :

* indicates a member having an action pending

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

9 Carol Jones-Gilbert Member AA F 561-684-2160 Private Sector Representative 08/20/2019 07/12/2022 07/11/2025
 cjones-gilbert@pbchaf1.org X104
 Palm Beach County Housing Authority
 3432 W 45th St
 West Palm Beach FL 33407

NOMINATED BY :

10 Lisa Vreeland Member CA F -- Private Sector Representative 04/18/2023 09/30/2025
 lisa.vreeland@flhealth.gov
 Florida Department of Health-PBC, WPB Office
 1150 45th St
 West Palm Beach FL 33407

NOMINATED BY :

11 Xzavious Wiley Member AA M 561-985-0186 Representative of the 07/12/2022 07/11/2025
 cartaviouswiley@yahoo.com Low-Income
 754 Waddell Way
 Pahokee FL 33476

NOMINATED BY :

12 Diane Lewis Member AI F -- Representative of the 03/14/2023 09/30/2025
 dlewiss1208@gmail.com Low-Income
 750 Malibu Bay Dr
 West Palm Beach FL 33401

NOMINATED BY :

* indicates a member having an action pending

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

13 Cynthia M Ridley Member AA F 561-302-8064 Representative of the 10/19/2021 09/30/2024
cynridley58@gmail.com Low-Income
210 NW 2nd Ave
Delray Beach FL 33444

NOMINATED BY :

14 Yves Saint-Hillien Member AA M -- Representative of the 08/23/2022 09/30/2024
yesainthillien@hotmail.com Low-Income
8450 Linden Way
Lake Worth FL 33467

NOMINATED BY :

15 Michaella F Key Member AA F 561-352-1822 Representative of the 12/07/2021 09/30/2024
michaella.key@outlook.com Low-Income
2522 Maniki Dr
West Palm Beach FL 33407

NOMINATED BY :

* indicates a member having an action pending

PB/MCB 7-0

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

R-2018-0372

Meeting Date: April 10, 2018

Consent

Regular

Workshop

Public Hearing

Department

Submitted By: Community Services

Submitted For: Community Action Program

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to adopt: a Resolution amending R-2014-0588, providing for a minimum of four (4) meetings per year and amended attendance policy of the Community Action Advisory Board, and providing for an effective date.

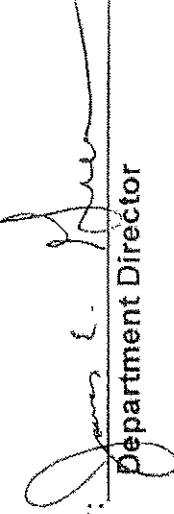
Summary: The proposed Resolution amends R-2014-0588 by modifying the number of meeting dates per year. Resolution R-2014-0588 required Community Action Advisory Board (CAAB) members to meet a minimum of ten times per year. The proposed Resolution provides that CAAB members will meet a minimum of four (4) times a year. Other counties within Florida with similar advisory boards have adopted a meeting schedule allowing for quarterly meetings, which has proven effective. This modification allows for greater focus on members' responsibilities to participate in implementation of programs designed to serve low-income citizens of their County, while still allowing an opportunity to make recommendations concerning program plans, priorities, and budgets. The board's modified attendance policy has been approved by its members and does not conflict with the provisions of the Board Resolution No. R-2013-0193 which established uniform policies and procedures for County advisory boards. (Community Action Program) Countywide (HH)

Background and Justification: The Board of County Commissioners first created a Community Action Council Advisory Board in 1974. This was done to qualify Palm Beach County to receive Community Services Block Grant (CSBG) funds. The CSBG contract requires the establishment of the CAAB and that the members fully participate in the planning, implementation, and evaluation of the CSBG program to serve low-income communities. These responsibilities include participation in out-reach events and programs sponsored by the Community Action Program.

Attachments:

1. Proposed Resolution
2. Resolution No. R-2014-0588

Recommended by:



Department Director

3/23/18

Date

Approved by:



Assistant County Administrator

3/29/18

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures					
Operating Costs	0	0			
External Revenue	0	0			
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT	0	0			

# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included in Current Budget: Yes No
 Does this item include the use of federal funds? Yes No

B. Recommended Sources of Funds/Summary of Fiscal Impact:
 No County funds are required.

C. Departmental Fiscal Review: J. E. T.
 For Julie Dowe, Director of Finance and Support Services

III. REVIEW COMMENTS

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

Lois Pomeroy 3/26/18 A. J. Jacobson 3/29/18
 OFMB 80 3/27 9/2/17 Contract Development and Control
 3/28/18

B. Legal Sufficiency:
Debra C. Stewart
 Assistant County Attorney

C. Other Department Review:

 Department Director

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

RESOLUTION NO. R-2018-0372

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AMENDING R-2014-0588, PROVIDING FOR QUARTERLY MEETINGS OF THE COMMUNITY ACTION ADVISORY BOARD, PROVIDING FOR AMENDED ATTENDANCE POLICY, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Palm Beach County Board of County Commissioners established the Community Action Council Advisory Board (Board) in 1974 to qualify Palm Beach County to receive Community Service Block Grant Funds; and

WHEREAS, the Board's membership was reconstituted pursuant to Ordinance No. 04-042, and on September 15, 2009, Ordinance No. 04-042 was replaced by Resolution 2009-1549, which established the Community Action Advisory Board (CAAB) and reduced CAAB's membership from 23 to 15; and

WHEREAS, on May 6, 2014, Resolution 2009-1549 was repealed and replaced with Resolution 2014-0588, which clarified the process for nominating and selecting members to serve on the CAAB, and updated various standard provisions to comply with County advisory board policy; and

WHEREAS, Resolution 2014-0588 provides that the CAAB shall meet "a minimum of ten (10) times a year"; and

WHEREAS, other Counties within Florida have adopted a model of quarterly meetings for Community Action Program advisory boards such as CAAB, which has proven effective to allow greater focus on board members' responsibilities to participate in implementation of programs designed to serve the poor or low income citizens of the County, while still allowing an opportunity to make recommendations concerning program plans, priorities, and budgets.

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

1. The foregoing recitals are true and correct and are expressly incorporated herein by reference and made a part hereof.
2. Section 12: Meetings, paragraph A., of R-2014-0588 is amended to read in its entirety: The Advisory Board shall meet a minimum of four (4) times per program year; however, members may be required to

attend additional meetings.

- a. The second sentence of Section 14: Removal for Lack of Attendance, of R-2014-0588 is amended to read:
Lack of attendance is defined as failure to attend three (3) consecutive meetings or failure to attend one-half of the meetings scheduled during a program year.
3. This resolution shall become effective upon adoption.

The foregoing Resolution was offered by Commissioner Burdick

who moved its adoption. The motion was seconded by Commissioner

Bernard, and upon being put to a vote, the vote was as follows:

Commissioner Melissa McKinlay, Mayor -	Aye
Commissioner Mack Bernard, Vice Mayor -	Aye
Commissioner Hal R. Valeche -	Aye
Commissioner Paulette Burdick -	Aye
Commissioner Dave Kerner -	Aye
Commissioner Steven L. Abrams -	Aye
Commissioner Mary Lou Berger -	Aye

The Mayor thereupon declared the Resolution duly passed and adopted this

10th day of April, 2018

PALM BEACH COUNTY, FLORIDA, BY ITS
BOARD OF COUNTY COMMISSIONERS

SHARON R. BOCK, CLERK & COMPTROLLER

By: Sharon R. Bock

Deputy Clerk



APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: Helene Esbriaj
County Attorney

RESOLUTION NO. R-2014-0588

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, DESIGNATING THE BOARD OF COUNTY COMMISSIONERS AS THE COMMUNITY ACTION COUNCIL, ESTABLISHING THE COMMUNITY ACTION ADVISORY BOARD; DESIGNATING THE COMMUNITY ACTION ADVISORY BOARD AS THE COMMUNITY SERVICES BLOCK GRANT ADVISORY COMMITTEE, PROVIDING FOR ROLES AND RESPONSIBILITIES; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the U.S. Department of Health and Human Services (HHS) requires that recipients of Community Services Block Grant (CSBG) funds comply with the Community Opportunities, Accountability, and Training and Educational Services Act of 1998, as amended; and

WHEREAS, Section 675B, (b)(1) of that Act requires that a public entity administer the program through a tripartite board composed of members representing the public, private, and low income sectors of the community; and

WHEREAS, the Community Services Block Grant provides funds for the reduction of poverty, the revitalization of low-income communities, and the empowerment of low-income families and individuals to become fully self-sufficient; and

WHEREAS, Palm Beach County through the Department of Community Services wishes to comply with HHS requirements regarding the Community Action Advisory Board; and

WHEREAS, the Board of County Commissioners was previously designated as the Community Action Council and the grantee for the CSBG program through ordinances 74-20 and 04-042, which have been repealed; and

WHEREAS, pursuant to ordinances 74-20 and 04-042, a Community Action Council Administering Board was established.

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

SECTION 1: DESIGNATION OF THE BOARD OF COUNTY COMMISSIONERS AS THE COMMUNITY ACTION COUNCIL AND CSBG GRANTEE

The Board of County Commissioners is hereby designated as the Community Action Council and the grantee of CSBG funding received by Palm Beach County.

SECTION 2: ESTABLISHMENT OF THE COMMUNITY ACTION ADVISORY BOARD AND DESIGNATION AS THE CSBG ADVISORY COMMITTEE

There is hereby established an advisory board to be known as the Community Action Advisory Board, herein referred to as the "Advisory Board." Said Advisory Board is also designated as the Community Services Block Grant Advisory Committee pursuant to the CSBG guidelines of the State of Florida Department of Economic Opportunity.

SECTION 3: COMPOSITION

A. The Advisory Board shall be comprised of fifteen (15) members, as follows:

- 1) One-third (1/3) of the members of the Advisory Board shall be elected public officials holding office on the date of selection, or their representatives. A letter reaffirming agreement to serve as an Advisory Board member or delegation to a representative, signed by the elected official, shall be required each year until the official's elective term ends.
- 2) Not fewer than one-third (1/3) of the members of the Advisory Board shall be persons chosen in accordance with democratic selection procedures adequate to assure that they are representatives of low income individuals and families in the target neighborhood served. Each representative of the low-income sector selected to represent a specific target neighborhood within the community must reside in the neighborhood served. The county will define what constitutes a target neighborhood.
- 3) The remainder of the members of the Advisory Board shall be persons who can bring pertinent and significant resources from the private sector to the Community Action mission of assisting low income persons to acquire greater control over their lives and to increase their degree of self-sufficiency.

SECTION 4: APPOINTMENTS, TERMS, VACANCIES AND COMPOSITIONS

- A. All members of the Advisory Board shall be residents of Palm Beach County, Florida at the time of appointment and while serving on the Advisory Board.
- B. Terms of office for the Advisory Board members shall be three (3) year terms. An individual may serve three (3) consecutive full terms. Terms shall begin on October 1 and end on September 30.
- C. Terms shall be staggered such that one-third (1/3) of the advisory board members shall be selected each year.
- D. Nominations shall be requested by County staff upon adoption of this resolution and generally every year thereafter in a manner that will provide for appointment or reappointment prior to the term expiration. The public sector members are appointed by the Board of County Commissioners, a democratic selection process will be held to fill seats from the low-income sector, the Advisory Board will recommend individuals to fill the seats for the private sector. All nominations shall be approved by the Board of County Commissioners.
- E. A vacancy occurring during a term shall be filled for the unexpired term and in the manner prescribed above.
- F. All Advisory Board members serve at the pleasure of the Board of County Commissioners.
- G. Members appointed pursuant to Section 3.A1 will no longer be eligible to serve on the advisory Board if they, or the elected official they represent, no longer hold elected public office.

SECTION 5: AUTHORITY

- A. The Advisory Board shall have the authority and power to advise the Board of County Commissioners on the development, planning, implementation and evaluation of the CSBG program to serve low-income communities.
- B. Members shall be subject to the rules and procedures of the Advisory Board, if rules and procedures are created, and to the overall authority of the Board of County Commissioners of Palm Beach County, Florida.

SECTION 6: SUNSHINE LAW AND STATE CODE OF ETHICS

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

SECTION 7: 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 8: 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 County Administrator and shall be in accordance with PPM CW-F-009.

SECTION 9: ELIGIBILITY TO SERVE

County employees, other than Commissioners Aides, are not eligible to serve on the Advisory Board unless the County employee is an elected official within Palm Beach County and is nominated for inclusion on the board by an entity other than the Board of County Commissioners. Employees of other units of local government may not represent their respective governments on boards, unless otherwise provided by statute or other rule of law. Former Board of County Commissioners members may not be appointed to the Advisory Board for at least two (2) years following their last day in office as a County Commissioner.

SECTION 10: QUALIFICATION AS A CANDIDATE

Advisory Board members shall not be prohibited from qualifying as a candidate for elected office.

SECTION 11: RESPONSIBILITIES

The responsibilities of the Community Action Advisory Board shall include the following:

- A. Conduct regular assessments of the circumstances of the circumstances of low income individuals and families and of the resources available and needed in the community to support movement by low income persons toward greater self-sufficiency;
- B. Create a forum for citizen participation that maximizes participation of those served so as to best stimulate and take full advantage of capabilities for self-advancement and assure that programs and projects are meaningful to and widely utilized by their intended beneficiaries;
- C. Participate fully in the development and implementation of programs and projects designed to serve the poor or low income citizens of the county;
- D. Review and recommend programs and projects for the use of the CSBG funds;
- E. Foster and promote cooperation between governmental agencies, community-based non-governmental non-profit organizations and business interests in order to achieve the goals and outcomes of community action plans;
- F. Submit an annual report to the board of county commissioners on activities undertaken and accomplishments made during the preceding year;
- G. Receive reasonable advance notice of, and an opportunity to make recommendations, concerning:
 - 1) Appointment of the program coordinator;
 - 2) Determination of overall program plans and priorities;
 - 3) Approval of program proposals and budgets;
 - 4) Enforcement of compliance with all conditions of federal and state grants;
 - 5) Corrective measures to remove roadblocks affecting program implementation;
 - 6) Determination, subject to federal, state, and local regulations and policies, of rules of procedure for the advisory board;
 - 7) Any changes to this Resolution. In the event that the Advisory Board determines a public meeting is necessary to address any changes to this Resolution, said public meeting will be arranged prior to submission of any such change to the board of county commissioners.
- H. To perform such other duties as may be from time to time assigned by the Board of County Commissioners.

SECTION 12: MEETINGS

- A. The Advisory Board shall meet a minimum of ten (10) times a year; however, members may be required to attend additional meetings.
- B. A majority of the members appointed shall constitute a quorum for the conduct of the Advisory Board's business.
- C. In the presence of a quorum, Advisory Board business shall be conducted by a vote of a majority present and be governed by Robert's Rules of Order.
- D. The Chair shall have the authority to call emergency meetings, as is needed and appropriate, by informing members at least three days in advance.
- E. Public notice of all Advisory Board meetings shall be provided consistent with the requirements of the Florida Department of Community Affairs and Florida laws, and all such meetings shall be open to the public at all times.

SECTION 13: OFFICERS

A chair, vice-chair, and secretary shall be elected by a majority vote of the administering board and shall serve for a term of one (1) year, but not to exceed two (2) consecutive terms in any one (1) office.

A. Duties of the Chair:

- 1) Call and set the agenda for Advisory Board meetings;
- 2) Preside at Advisory Board meetings;
- 3) Establish committees, appoint committee chairs and charge committees with specific tasks;
- 4) Serve as primary liaison with program staff; and
- 6) Perform other functions as the Advisory Board may assign by rule or order.

- B. The Vice Chair shall perform the duties of the Chair in the Chair's absence, and such other duties as the Chair may assign.
- C. The Secretary shall be responsible for Board record-keeping and documentation.

Vacancies in any officer position shall be filled for the remainder of the term by the Advisory Board.

SECTION 14: 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 (3) consecutive meetings or failure to attend more than one-half of the meetings scheduled during a program 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 15: EFFECTIVE DATE

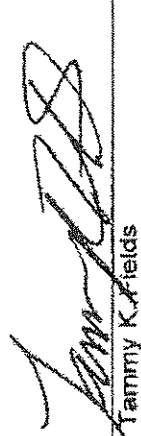
This Resolution shall become effective upon approval by a majority vote of the Board of County Commissioners, Palm Beach County, Florida.

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

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

The Mayor thereupon declared the Resolution duly passed and adopted this 6th day of May, 2014.

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

BY: 
Tammy K. Fields
Sr. Assistant County Attorney

ATTEST:
SHARON R. BOCK,
CLERK & COMPTROLLER

