

Background and Policy Issues: (Continued from Page 1)

The CAC/HHS was established in 1990. The committee is currently tasked with assisting the BCC in assessing needs, planning, implementing, and evaluating a system of care, as defined in the Health and Human Services Element of the Palm Beach County Comprehensive Plan. The CAC/HHS has been designated to meet the requirements of Section 163.3181, Florida Statutes, which requires that the local planning agencies and local government units adopt procedures to provide effective public participation in the comprehensive planning process.

**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: Citizens Advisory Committee on Health & Human Services Advisory Not Advisory
 At Large Appointment or District Appointment / District #: _____
 Term of Appointment: 3 Years. From: 11/19/24 To: 9/30/27
 Seat Requirement: Community member with lived experience in HHS system of care Seat #: 4
 *Reappointment or New Appointment

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

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

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Wilcox Samuel Kametner
Last First Middle
 Occupation/Affiliation: Chief Strategist
 Owner Employee Officer
 Business Name: Harm Reduction Center LLC
 Business Address: 4700 N Congress Ave. Suite 200
 City & State: West Palm Beach, Florida Zip Code: 33407
 Residence Address: 9 Blenheim Ct.
 City & State: Palm Beach Gardens, FL Zip Code: 33418
 Home Phone: () / Business Phone: (86) 205-1382 Ext.
 Cell Phone: (86) 993-7067 Fax: (86) 423-0607
 Email Address: Wilcox51992@gmail.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: _____

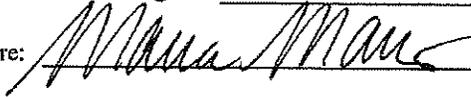
Minority Identification Code: Male Female
 Native-American Hispanic-American Asian-American African-American Caucasian

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

Return this FORM to:
Adam Reback, Community Service Department (Administration)
810 Datura Street, West Palm Beach, Florida 33401
(561) 355-4774 – AREback@pbcgov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: 11-5-2024

Commissioner's Signature:  Date: 9-17-2024

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. Ex ceptions 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 Co mmissioners. 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 checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input 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 August 5th 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: Sam Wilcox Printed Name: Sam Wilcox Date: 8/5/24

Any questions and/or concerns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.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: _____

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

Revised 01/09/2023

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION

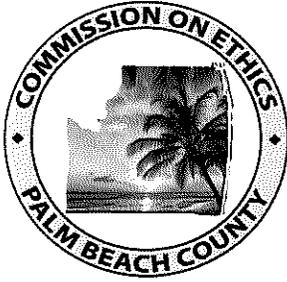
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(561) 355-4774 – AReback@pbegov.org

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: November 5, 2024

Commissioner's Signature: Mari Woodward Date: 9-24-24

Samuel Wilcox
Citizens Advisory Committee on Health and
Human Services
Seat #4



Honesty - Integrity - Character

PALM BEACH COUNTY CODE OF ETHICS TRAINING ACKNOWLEDGEMENT

Legal Name: Samuel Kamptner Wilcox (Please print clearly)

Employee Identification Number: _____

Agency/Municipality: _____ Dept/Board: CAC/HHS

By signing this acknowledgement, I am attesting that I have done the following:

Read the Palm Beach County Code of Ethics Ordinance (Ctrl+Click to follow link)

AND

Have completed additional training by viewing one of the following:

The Code of Ethics Training Program on the Intranet/Internet. (Ctrl+Click to follow link)

The Code of Ethics Training Program on YouTube. (Ctrl+Click to follow link)

The Code of Ethics Training Program on DVD.

A live presentation given on _____, 20__.

I understand that I am responsible for understanding and abiding by the Palm Beach County Code of Ethics as I conduct my assigned duties during my term of employment. I also understand that the information in this policy is subject to change. Policy changes will be communicated to me by my supervisor or through official notices.

Sam Wilcox
(Legal Signature)

8/26/2024
(Date)

Officials and Employees: Submit signed forms according to your agency's policy
Advisory Board Members: Submit signed forms to Appropriate Advisory Board Representative

**PLEASE SUBMIT THIS FORM TO APPROPRIATE PARTY AS HIGHLIGHTED ABOVE
PLEASE DO NOT SUBMIT THIS FORM TO THE COMMISSION ON ETHICS**

300 North Dixie Highway, Suite 450, West Palm Beach, FL 33401
PHONE: 561.355-1915 FAX: 561.355-1904
Hotline: 877.766.5920 E-mail: ethics@palmbeachcountyethics.com
Website: www.palmbeachcountyethics.com

Rev. 12/2020

PALM BEACH COUNTY
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[X] At Large Appointment or [] District Appointment /District #: _____

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Member of Community with Lived Experience in
Seat Requirement: HHS System of Care Seat #: 4

[] *Reappointment or [X] New Appointment

or [] to complete the term of _____ Due to: [] resignation [] other

Completion of term to expire on: _____

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Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Sterlin Ashley Ridley
Last First Middle

Occupation/Affiliation: Pharmacist
Owner [] Employee [] Officer []

Business Name: _____

Business Address: _____

City & State _____ Zip Code: _____

Residence Address: 210 nw 2nd ave

City & State Delray Beach, Florida Zip Code: 33444

Home Phone: () N/a Business Phone: () N/a Ext. _____

Cell Phone: (510) 290-7274 Fax: () _____

Email Address: Draridley@gmail.com

Mailing Address Preference: [] Business [X] 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 [X] Female
[] Native-American [] Hispanic-American [] Asian-American [X] African-American [] Caucasian

Section II Continued:

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_____	_____	_____	_____
_____	_____	_____	_____

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

NONE

NOT APPLICABLE/
(Governmental Entity)

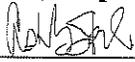
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- By watching the training program on the Web, DVD or VHS on August 30th 2024
- By attending a live presentation given on _____, 20____

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:  Printed Name: Ashley Ridley Sterlin Date: 08/30/2024

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_____	_____	_____	_____
_____	_____	_____	_____

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OR

NONE

NOT APPLICABLE/
(Governmental Entity)

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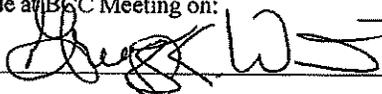
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Revised 01/09/2023



CONTACT

☎ 304-993-7067

✉ Sam@WilcoxManagementLLC.com

📍 9 Blenheim Ct.
Palm Beach Gardens, FL 33418

🌐 www.linkedin.com/in/samwilcox304

EDUCATION

SEPTEMBER 2011 - MAY 2012
REDLANDS YOUNG ADULT
SCHOOL

SEPTEMBER 2009 - MAY 2011
GEORGE WASHINGTON HIGH
SCHOOL

SKILLS

- Leadership and Management
- Strong Communicator
- Facilitating Relationships
- Problem Solving and De-Escalation
- Multi-Tasking
- Critical Thinking
- Marketing

BOARDS

MAY 2024 - PRESENT

- ABC Institute, Southeast, FL
Board Member

MARCH 2024 - PRESENT

- ABC (Associate Builders and
Contractors), Southeast, FL.
Legislative Committee Member

SAMUEL WILCOX

CONSULTANT

WORK EXPERIENCE

- Clean Water LLC** JANUARY 2021 - PRESENT
 Sole Marketer
 - Business-to-business
 - Managing website and social media
 - Government Relations
 - <https://www.cleanwater-llc.com/>
- Wilcox Management LLC** DECEMBER 2018 - PRESENT
 President
 - Business consulting
 - Healthcare consulting
 - Strategy and new business development
 - Government relations
- Harm Reduction Center** OCTOBER 2018 - PRESENT
 Vice President/Chief Strategist
 - Oversee operations, marketing, and finances for the company
 - <https://harmreductioncenter.com/>
- Beach House Center for Recovery** AUGUST 2016 - JUNE 2018
 Operations Director
 - Supervise behavioral health staff
 - Meet daily needs of clients and the facility
- The Watershed** FEBRUARY 2016 - NOVEMBER 2016
 Intake Coordinator
 - Responsible for the screening and admission of new clients into the facility
- Jimmy Johns** AUGUST 2015 - FEBRUARY 2016
 General Manager
 - Manage daily operation of the franchise and supervise employees

Ashley Ridley Sterlin, PharmD
Community Pharmacist
Contact Information:
Email: Draridley@gmail.com
Phone: 510-290-7274
Location: 210 NW 2nd Ave, Delray Beach, FL

Professional Summary

Passionate and results-driven health advocate with 14 years of experience in community pharmacy, public health, and health equity advocacy. Adept at leading community engagement initiatives that promote health equity, reduce disparities, and enhance access to quality healthcare for underserved populations. Proven track record of working collaboratively with multidisciplinary teams, developing and implementing health programs, and advocating for policy changes to improve health and human services. Committed to a person-centered, integrated approach to care that emphasizes prevention, accessibility, and accountability.

Core Competencies

- **Health & Human Services Advocacy:** Expertise in promoting racial equity, reducing discrimination, and advocating for integrated systems of care that address the needs of vulnerable populations.
- **Community Health Engagement:** Experience in organizing and leading community-based health initiatives and educational events, focusing on increasing health literacy and fostering collaboration among stakeholders.
- **Leadership & Collaboration:** Strong leadership skills with experience serving on advisory boards and leading multidisciplinary teams. Adept at collaborating with healthcare providers, community organizations, and government agencies to achieve common goals.
- **Policy & Program Development:** Skilled in health planning, program development, and public policy advocacy, with a focus on addressing gaps in services and promoting sustainable health solutions.
- **Public Speaking & Communication:** Exceptional communication skills, with experience in public speaking, community outreach, and conducting health education sessions.

Professional Experience

Health Initiative Director / Event Chair

Healthy Community Initiative Director/ "Spill the Tea on Health" Event Chair
Set Health Delray Beach, Delray Beach, FL June 2023 - Present (1 year 4 months)

- Directed community-based health and wellness programs targeting The Set Neighborhood in Delray Beach.

- Organized and chaired the "Spill the Tea on Health" event, which provided health education and resources to residents.

Community Pharmacist

CVS Health, Sacramento, CA May 2019 - October 2022 (3 years 5 months) Windsor, CA July 2016 - September 2018 (2 years 2 months)

- Provided comprehensive pharmaceutical care, including medication therapy management, adherence counseling, and health education.
- Analyzed patient medical records to prevent overutilization of prescription opioids.
- Ensured compliance with federal and state regulations and maintained a high standard of patient care.

Clinical Pharmacist (Lead)

Linton Square Pharmacy, Delray Beach, FL July 2015 - July 2016 (1 year)

- Provided clinical education and personalized patient counseling, improving medication adherence and customer loyalty.

Pharmacist / Pharmacy Manager

CVS Pharmacy, Florida/California October 2010 - January 2015 (5 years)

- Managed pharmacy operations, provided customer service, and ensured compliance with healthcare regulations.

Community Involvement & Leadership

Board Member

Sacramento County Public Health Advisory Board 2020 - 2022

- Contributed to the Public Health Advisory Board's efforts to address social determinants of health and their impact on incarcerated populations in Sacramento County.
- Collaborated with stakeholders to identify critical priorities and advocate for policy changes.

Public Policy Chair

National Coalition of 100 Black Women, South Palm Beach Chapter 2015-2016

- Hosted a Legislative Day Voters Education Day, raising awareness on voting in local elections.

Fundraising & Community Advocacy

New Leaders Council of Palm Beach County 2015-2016

- Led a fundraising project that raised \$10,000 for the incoming leadership class.

Block Captain & Liaison

NW/SW Neighborhood Alliance of Delray Beach, FL 2015-2016

- Acted as a liaison between the community and local government, advocating for neighborhood improvements and increased voter participation.

Board Member

Roots Cultural Festival of Delray Beach 2015-2016

- Promoted health and wellness initiatives, including leading a 3K Walk/Run at the Mary E. Randolph Health and Wellness Fair.

Co-Founder & President

The Open Door for Healing & Wellness 2015-2016

- Organized a Delray All Church Unity Gathering in response to the AME Church shooting, promoting healing and community unity.
- Partnered with the EPA on the "Rising Together" project, raising awareness about climate change.

Education

Doctor of Pharmacy (PharmD)

Florida A&M University, College of Pharmacy, Tallahassee, FL

Graduated: May 2010

Certifications & Licensure

- National Provider Identifier: 1427582550
- Licensed Pharmacist: Florida Board of Pharmacy, California Board of Pharmacy
- Diabetes Prevention Program Lifestyle Coach: CDC
- Pharmacist & Patient-Centered Diabetes Care: APhA
- Pharmacy-Based Immunization Delivery Certificate: APhA
- Medication Therapy Management Services: APhA
- Basic Life Support: American Red Cross
- Self-Care Specialist: PharmCon
- Reiki Level I Practitioner: The Usui Tradition
- ACEs Aware Certified Provider: Medi-Cal

Research & Quality Improvement Experience

- Birth Control Research Project: Florida A&M University, October 2009 - November 2009
- Rising Together Research Project: Environmental Protection Agency (EPA), Delray Beach, FL, 2015 - 2016

References

Available upon request.

RESOLUTION NO. R-2024- 0917 _____

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING AND REPLACING RESOLUTION R-2013-1563; PROVIDING FOR THE CITIZENS ADVISORY COMMITTEE ON HEALTH AND HUMAN SERVICES

WHEREAS, the Florida Statutes and the Florida Administrative Code recognize the importance of citizen participation in the development and evaluation of comprehensive plans; and

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida, established the Citizens Advisory Committee on Health and Human Services (CAC/HHS) on November 13, 1990, pursuant to Resolution R-90-1978; and

WHEREAS, Resolution R-90-1978 was subsequently amended by Resolutions R-93-317, and R-99-54, which were repealed and replaced by Resolution R-2001-0193 and subsequently repealed and replaced by R-2013-1563; and

WHEREAS, R-2013-1563 provided clarification regarding the CAC/HHS'S roles and responsibilities and also brought the resolution into compliance with the Board of County Commissioners' uniform policies and procedures on advisory boards as provided in Resolution R-2013-0193; and

WHEREAS, the CAC/HHS proposed amendments to the Health and Human Services Element of the Palm Beach County Comprehensive Plan, which amendments were adopted by the Board of County Commissioners on February 1, 2023 in Ordinance No. 2023-004, effective March 18, 2023; and

WHEREAS, there is a need to further amend the resolution to more clearly define the alignment of the Health and Human Services Element with the Board of County Commissioners' priorities as provided in Ordinance No. 2023-004; and

WHEREAS, repealing and replacing Resolution R-2013-1563 will simplify future reference.

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

- I. **Repeal and Replacement of Prior Resolution;** Resolution R-2013-1563 is hereby repealed and replaced in its entirety with the following:

Section 1. Creation of the Palm Beach County Citizens Advisory Committee on Health and Human Services. There is hereby established an Advisory Committee to be known as the "Palm Beach County Citizens Advisory Committee on Health and Human Services" herein referred to as the "Committee."

Section 2. Mission Statement. The mission of the Committee shall be to assist the Board of County Commissioners in the assessment of need, planning, implementation and evaluation of a System of Care, as defined in the Health and Human Services Element of the Palm Beach County Comprehensive Plan.

Section 3. Roles and Responsibilities. The Committee shall have the following roles and responsibilities:

- A. To make recommendations on the collection of data necessary to analyze the health and human service needs of the people of Palm Beach County.
- B. To create a forum for citizen participation for all phases of the Health and Human Services Element of the Palm Beach County Comprehensive Plan development and

amendment process. Further, the Committee shall make recommendations to the Planning Commission and the Board of County Commissioners regarding amendments to the Health and Human Services Element of the Palm Beach County Comprehensive Plan, and shall review the implementation status of the Health and Human Services Element of the Comprehensive Plan on an annual basis.

- C. To create a forum for citizen participation, the Committee shall specifically provide for consumer, minority and affected party input on an issue by issue basis to allow for those affected to be involved in the Committee's activities.
- D. To make recommendations on an annual basis during the Financially Assisted Agency funding process regarding service and funding priorities, and outcomes.
- E. To serve as a link to local and regional health and human service planning organizations. Linkages may include ex-officio member appointments of the Committee, participation in other agency planning processes, and multi-agency task forces to resolve specific problems. Further, all agencies and staff within the auspices of the Board of County Commissioners shall provide data, information and such support as reasonably required, and shall otherwise work in cooperation with the Committee in pursuing the Board of County Commissioner's health and human service goals, objectives and policies. The purpose of such linkages is to facilitate the Committee in achieving its mission.
- F. To perform such other duties as may be required from time to time assigned by the Board of County Commissioners.

Section 4. Membership. The Committee shall be comprised of eleven (11) members. The total membership of the Committee shall, at a minimum, represent the components of the System of Care as depicted in the Health and Human Services Element: Housing and Homelessness, Employment, Transportation, Food and Hunger, Health and Wellness, Education, Safety and Justice, and Child Care. All members must reside in Palm Beach County at the time of appointment and while serving on the Board, and have expertise of at least one (1) component of the System of Care. Membership shall be representative of the racial, ethnic and geographic diversity of Palm Beach County. The following five (5) representatives are deemed as required seats: at least one (1) member shall be a resident living west of the 20 mile bend; at least one (1) member shall be a representative of the Palm Beach County League of Cities; at least one (1) member shall be a representative of the Florida Department of Health in Palm Beach County; at least one (1) member shall be a representative of Birth to 22: United for Brighter Futures alliance; at least one (1) member shall be a member of the public representing the County as a whole with lived experience in the Health and Human Services System of Care. The remaining six (6) representatives are at-large seats that are aligned with the Health and Human Services Element.

- A. Appointment. Members shall be appointed at large by the Board of County Commissioners, and serve for staggered terms of three (3) years, with a limit of three (3) consecutive terms. Terms shall begin on October 1 and end on September 30. Vacancies occurring during a term shall be filled for the unexpired portion of the term, and shall not count towards the member's term limits.
- B. Member Nominations. The nomination process shall begin ninety (90) days prior to the expiration of a member's term, or immediately in the event of an unplanned vacancy. The Board of County Commissioners shall be notified and requested to provide nominations for Committee appointment. The Palm Beach County Health Department, the Palm Beach County League of Cities, and the Birth to 22 alliance will each be requested to submit a nomination. Nominees will be transmitted to the Board of County Commissioners. An approved board appointment form, with attached resume, must be completed for all nominees prior to transmittal.
- C. Ex-officio Members. Ex-officio members should have expertise in the Health and Human Services System of Care. Palm Beach County employees with expertise in the Health and Human Services System of Care may serve as ex-officio members of the CAC/HHS. No ex officio member may vote on any matter. Palm Beach County employees who are ex officio members must also abstain from discussion of matters that would constitute prohibited conduct under Section 2-443 of the Palm Beach County Code of Ethics. Ex-officio members may be appointed by a majority vote of the Committee after the candidate's application has been reviewed by the CAC/HHS Executive Committee and forwarded to the CAC/HHS, or as directed by the Board of

County Commissioners, for the purpose of assisting the Committee in achieving its mission.

- D. Conflict of Interest. Members shall be governed by the applicable provisions of the Florida Code of Ethics for Public Officers and Employees and the applicable provisions of the Palm Beach County Code of Ethics.
- E. Compensation. Members shall receive no compensation for services, but may be entitled to travel reimbursement incurred only for travel outside Palm Beach County necessary to fulfill board member responsibilities and only when sufficient funds have been budgeted and available as set forth in PPM CW-O-038. 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. No other expenses will be reimbursable except documented long distance telephone calls to the liaison County department.
- F. Attendance. Members shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three (3) consecutive meetings or a 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 be the same as a failure to attend a meeting. Members removed pursuant to this paragraph shall not continue to serve on the Committee and such removal shall create a vacancy.

Section 5. Officers. A chair and vice-chair shall be elected by a majority vote of the Committee and shall serve for a term of one (1) year, but not to exceed two (2) consecutive terms in any one office. The duties of the chair shall be to:

1. Call Committee meetings and organize the agenda for the same;
2. Preside at committee meetings;
3. Establish subcommittees, appoint subcommittee chairs, and charge subcommittee with specific tasks;
4. Serve as primary liaison with staff; and
5. Perform other functions as the committee may assign.

The vice-chair shall perform the duties of the chair in the chair's absence and such other duties as the chair may assign.

If a vacancy occurs in the office of the chair, then the position shall be assumed by the vice-chair for the remainder of the term. Any remaining vacancies shall be filled through a majority vote of the Committee.

Any officer may be removed from office by a majority vote of the Committee whenever the best interest of the Committee and public would be served.

Section 6. Meetings. The Committee shall meet on a regular basis. A quorum must be present for the conduct of all regular meetings. Twenty-five percent (25%) of the appointed members must be present in-person to constitute a quorum. The chairperson may call a meeting or a meeting may be called upon the written request of three members.

- A. Subcommittees. The Committee will conduct its business through one (1) standing sub-committee, the Executive Committee, and ad hoc sub-committees, work groups, and other appropriate forums as needed. The Executive Committee will consist of the Officers, the Immediate Past Chair, the representative residing west of the 20-mile bend, the representative of the Palm Beach County League of Cities, the representative of the Florida Department of Health in Palm Beach County, the representative of Birth to 22, and the representative with lived experience. The purpose of the Executive Committee is to review and evaluate matters arising between regular Committee meetings, and to solicit and recommend member nominations for transmittal to the Board of County Commissioners. Ad hoc sub-committees shall be chaired by a Committee member.
- B. Conduct of Meetings. All meetings shall be governed by Robert's Rules of Order and shall comply with the Sunshine Law. Reasonable public notice of all meetings shall be

provided. All meetings of the Committee shall be open to the public at all times and minutes shall be taken at each meeting.

Section 7. Administration. Staff for the Committee shall be provided through the Community Services Department.

Section 8. Uniform Policies and Procedures of Advisory Boards. The Committee shall be subject to the uniform policies and procedures established by the Board of County Commissioners for Advisory Boards as currently set forth in Resolution No. 2013-0193, as may be further amended by action of the Board of County Commissioners.

II. **Effective Date.** The provisions of this resolution shall become effective upon approval of the Board of County Commissioners.

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

Commissioner Maria Sachs, Mayor	-	<u>Aye</u>
Commissioner Maria G. Marino, Vice Mayor	-	<u>Aye</u>
Commissioner Gregg K. Weiss	-	<u>Aye</u>
Commissioner Michael A. Barnett	-	<u>Aye</u>
Commissioner Marci Woodward	-	<u>Aye</u>
Commissioner Sara Baxter	-	<u>Aye</u>
Commissioner Mack Bernard	-	<u>Aye</u>

The Mayor thereupon declared the Resolution duly passed and adopted this 20th day of August 2024.

ATTEST:

CLERK OF CIRCUIT COURT

Joseph Abruzzo

By:

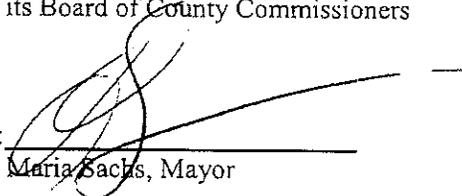


Clerk of Court & Comptroller

PALM BEACH COUNTY, Florida

By its Board of County Commissioners

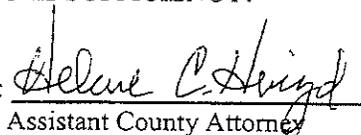
By:



Maria Sachs, Mayor

APPROVED AS TO FORM & LEGAL SUFFICIENCY:

By:

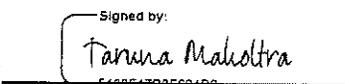


Assistant County Attorney

APPROVED AS TO CONTENT:

By:

Signed by:



Taruna Malhotra
Deputy Director

**Citizens Advisory Council on Health & Human Services (CAC/HHS)
Board Member Category and Seat Number: September 2024**

Seat Number	Seat Requirement	Name of Member	Term of Appointment	Term	Resolution
1	Representative of Birth to 22: United for Brighter Futures	New designated seat to begin October 2024 or when appointed	TBD-9/30/2027		Birth to 22
2	Health Department Representative	Dr. Merlene Ramnon	10/8/2019- 9/30/2025	2nd	Health Department
3	At-Large: have expertise of at least one component of the HHS System of Care	Vacant	TBD-9/30/2027		Component of the HHS System of Care
4	A Member of the Public with Lived Experience in the Health and Human Services System of Care	New designated seat to begin October 2024 or when appointed	TBD-9/30/2027		Member of Public with Lived Experience
5	At-Large: have expertise of at least one component of the HHS System of Care	Isis Williams	07/02/2024- 09/30/2026	1st	Safety and Justice
6	At-Large: have expertise of at least one component of the HHS System of Care	Dr. Belma Andric	09/17/2024- 09/30/2026	1st	Health (Physical and Behavioral)
7	At-Large: have expertise of at least one component of the HHS System of Care	Vacant	TBD-9/30/2027		
8	League of Cities Representative	Charlotte Leonard	1/10/2023- 9/30/2026	1st	League of Cities
9	Resident Living West of the 20 Mile Bend	Tammy Jackson-Moore	12/19/2023- 09/30/2026	1st	Resident Living West of the 20 Mile Bend
10	At-Large: have expertise of at least one component of the HHS System of Care	Aruna Gilbert	12/19/2023- 09/30/2026	1st	Child Care
11	At-Large: have expertise of at least one component of the HHS System of Care	Dr. Barbara Cox Gerlock	1/10/2023- 9/30/2025	1st	Education