

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY

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Meeting Date: May 6, 2025	<input checked="" type="checkbox"/> [X]	Consent	<input type="checkbox"/> []	Regular
	<input type="checkbox"/> []	Ordinance	<input type="checkbox"/> []	Public Hearing

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

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I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the appointment of three (3) new at-large members to the Community Action Advisory Board (CAAB), for the term of May 6, 2025 to September 30, 2027:

<u>Seat No.:</u>	<u>Nominees:</u>	<u>Seat Requirement:</u>	<u>Nominated By:</u>
3	Diane Lewis	Representative of the Public Sector	Commissioner Bobby Powell Jr.
4	Betty Resch	Representative of the Public Sector	Commissioner Gregg K. Weiss
11	Mary Wilkerson	Representative of the Low-Income Sector	Democratic Election in Belle Glade

Summary: The Community Services Block Grant (CSBG) Act, as amended in 1998, requires the establishment of a CAAB, which participates in the planning, implementation, and evaluation of CSBG programs to serve low-income communities. The Community Action Programs (CAPs) were created through 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 given communities. Per Resolution R-2018-0372, adopted on April 10, 2018, amending Resolution R-2014-0588, the CAAB is comprised of no more than 15 members, consisting of at least one-third public officials, one-third private sector leaders, and one-third low-income community members, who are selected through a democratic election process within the targeted neighborhoods. The CAAB structure is defined by federal statute, known as a tripartite board.

The Florida Department of Commerce (FDOC) is the primary conduit to receive and disperse CSBG funds to the local CAP. The CAP provides services, assistance, and other activities of sufficient scope and size to support low-income individuals and families throughout Palm Beach County (County). This fosters progress towards the elimination of poverty and its causes by developing employment opportunities, improving human performance, motivation, and productivity, and bettering the conditions under which people live, learn, and work.

Ms. Lewis, Ms. Resch, and Ms. Wilkerson meet all applicable guidelines and requirements outlined in the resolution. The diversity count for the 11 seats that are currently filled is as follows: African-American: eight (8) (73%) and Caucasian: three (3) (27%). The gender ratio (female: male) is 8:3. Ms. Lewis and Ms. Wilkerson are African-American females, and Ms. Resch is a Caucasian female. Staff is addressing the need to increase diversity within our Board and will continue to encourage this to expand this board's diversity. Countywide (HH)

Background and Justification: The Board of County Commissioners (BCC) first created a CAAB in 1974. The CAAB remains in place to qualify the County to receive CSBG funds for County residents. CAAB members fully participate 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:	<u>Mal</u>	<u>4/4/25</u>
	Department Director	Date
Legal Sufficiency:	<u>Helene C. Orsini</u>	<u>4-10-25</u>
	Assistant County Attorney	Date

REVIEW COMMENTS

A. Other Department Review:

Department Director

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>
<u>NONE</u>	<u>NONE</u>	<u>NONE</u>	<u>NONE</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: <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 12/19/ 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: Diane Lewis Printed Name: Diane Lewis Date: 01/21/2025

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: 5/06/2025

Commissioner's Signature: [Signature] Date: 1/21/25

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

Dr. Diane Lewis-BIO

Founder & Executive Director | Feeding Hope Village

Dr. Diane Lewis is a passionate and dedicated nonprofit leader committed to improving the health, well-being, and resilience of families and communities in Palm Beach County. As the Founder and Executive Director of Feeding Hope Village in Riviera Beach, established in 2016, Dr. Lewis has led transformative initiatives in education, health and wellness, hunger relief, and housing accessibility.

Under her visionary leadership, Feeding Hope Village launched the first key-ready Community Transitional Home in Riviera Beach, providing affordable housing solutions for underserved populations. She has been a driving force in delivering nutritious food to families in need, expanding access to healthcare, and advancing health equity. Her holistic approach focuses on empowering children and families while fostering sustainable community growth.

Dr. Lewis has cultivated impactful collaborations with a wide range of organizations, including the Department of Children and Families, the Governor's Office of Urban Opportunity, Workforce Florida, Enterprise Florida, and the 15th Judicial Circuit Court of Florida. Her partnerships extend to community organizations, faith-based groups, financial institutions, and the Palm Beach County School District, all aimed at empowering families and strengthening communities.

Beyond Feeding Hope Village, Dr. Lewis is an active leader in community advocacy. She serves as Co-Chair of the United Way Hunger Relief Committee in Riviera Beach, is a board member of Integrated Healthcare Systems, and contributes to the American Heart Association's Opioid and Health and Wellness Education Impact Committee.

Dr. Lewis's commitment to faith and family is evident in her additional roles. She is the Director of the North Palm Beach District Women's Discipleship Ministries and co-founded *New Beginnings Families Connection* in 1995 with her husband, retiring in 2016. This ministry connected children and families to God through community resources, scripture, and prayer. Together, they also co-authored *The Power of Two in One*, a marriage resource study guide designed to revitalize relationships.

In May 2022, Dr. Lewis achieved a significant personal milestone by earning her Doctorate in Christian Counseling at the age of 66 from Jacksonville Theological Seminary in Florida.

Driven by her unwavering passion for helping individuals achieve their life's vision, Dr. Diane Lewis remains a transformative advocate for equity, wellness, and opportunity within her community and beyond.

**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: 5/06/2025 To: 9/30/2027

Seat Requirement: Public Sector 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: Resch Betty Caroline
Last First Middle

Occupation/Affiliation: Attorney Mayor of Lake Worth Beach
Owner ☒ Employee ☐ Officer ☐

Business Name: Law Office of Betty C. Resch 7 No. Dixie Hwy

Business Address: 521 LAKE AVE. Lake Worth Beach

City & State: LAKE WORTH BEACH, FL Zip Code: 33460

Residence Address: 207 South L St.

City & State: Lake Worth Beach Zip Code: 33460

Home Phone: () - Business Phone: (561) 533-8118 Ext. -

Cell Phone: (561) 329-2700 Fax: () -

Email Address: Bettyresch@gmail.com

Mailing Address Preference: ☐ Business ☒ Residence

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

If Yes, state the count, 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)



AS ATTORNEY

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 _____ 20____
By attending a live presentation given on 10/31, 2024

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: Betty Resch

Date: 1/10/25

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:

5/06/2025

Commissioner's Signature: [Signature]

Date: 1/14/25

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

Revised 01/09/2023

BETTY C. RESCH, ESQUIRE

207 South L Street, Lake Worth Beach • Florida 33460

Bettyresch@gmail.com

561-329-2706

CURRICULUM VITAE

Home address: 207 South L Street, Lake Worth, FL 33460, since 1989

EDUCATION:

Bachelor of Arts, 1973, William Paterson University of New Jersey, Wayne, New Jersey.

Major in Speech Arts, minors in Education and Art History.

Juris Doctor, 1988, Hamline University School of Law, St. Paul, Minnesota.

EMPLOYMENT:

1986 – 1988: Certified Legal Intern, St. Paul, Minnesota County Attorney's office, Juvenile Division and Child Support Enforcement Division.

1988- 1993: Assistant State Attorney, 15th Judicial Circuit, West Palm Beach, Florida.

I specialized in Crimes Against Children, and was Division Chief from 1990 until 1993.

1993 – 1998: City Attorney of Lake Worth, Florida in-house counsel.

1999 – 2002: Contract Town Attorney for Lake Park, Florida.

1998 – Present: Sole practitioner family law attorney in Lake Worth Beach

2021- Present: Mayor of Lake Worth Beach, Florida. Re-elected in 2024.

AWARDS:

1991 – Criminal Justice Award from the Juvenile Justice Commission.

1993 – Adam Walsh Center for Missing and Exploited Children Award for achievement in the area of criminal prosecutions for child abuse.

2001 – “Best of the Best” Awards, Forum Newspapers, Best Attorney.

2002 – Hamline University Distinguished Alumni Award.

2023 – Florida League of Cities “Hometown Heroes” award.

Compass “Ally” award.

Member of the United States Supreme Court Bar.

Emeritus member of the Craig S. Barnard American Inns of Court.

I am on the Florida League of Cities Land Use and Economic Development Legislative Committee.

Member of the Board of Directors of the Florida League of Mayors.

Member of the Board of Directors of the Palm Beach County League of Cities

Member of the Florida League of Women in Municipal Government

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BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION**

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☒ At Large Appointment or ☐ District Appointment / District #: _____

Term of Appointment: 3 Years. From: 5/06/2025 To: 9/30/2027

Seat Requirement: Low-Income (Belle-Glade/Pahokee/ South Bay) Seat #: 11

☐ *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: WilKerson Mary Ross
Last First Middle

Occupation/Affiliation: Outreach Specialist

Owner ☐ Employee ☒ Officer ☐

Business Name: Drug Abuse Treatment Assoc. (D.A.T.A.)

Business Address: 1076 Clemons St. Suite 300

City & State: Jupiter, FL Zip Code: 33477

Residence Address: 617 NW 14th St.

City & State: Belle Glade, FL Zip Code: 33430

Home Phone: () Business Phone: 561.743.1034 Ext.

Cell Phone: 561 248.4026 Fax: ()

Email Address: Zeta99e.att.net

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

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

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☒ By watching the training program on the Web, DVD or VHS on 03-02-2025
☐ 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: Mary Ross Wilkerson Printed Name: Mary Ross Wilkerson Date: 03/08/2025

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

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature

Date

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

Revised 01/09/2023

Mary Ross Wilkerson
617 N.W. 14th Street
Belle Glade, FL 33430
(561) 248-4026

e-mail- zeta97@att.net

EDUCATION

St. Thomas University – 1989
Miami, Florida
Major: Human Resource with emphasis in Psychology

New England Tech of Palm Beach County – 1986
West Palm Beach, Florida
Major: Data Entry minor in Computer Programming
Associate of Applied Science Degree

PROFESSIONAL EXPERIENCE

City Commissioner
City of Belle Glade
2009-Present

On-Site Counselor
Drug Abuse Treatment Association, Inc.
2007-Present

Screen all clients within the assigned agency and to identify those with substance abuse problems. Implement appropriate substances abuse services in conjunction with Belle Glade Team and, as needed, provide group and/or individual outreach as well as intervention services. Work closely with Prevention Belle Glade Staff, and others who provide ancillary services, drug education and urinalysis screening may also be required, facilitate crisis intervention services as needed, establish collaborative relationships with community providers, link clients to social services as needed, facilitate drug and anger management education individual and/or group sessions, while attending daily court proceedings, advocate for appropriate individuals to receive outreach intervention services.

Migrant Advocate
School District of Palm Beach County
2004-2007 Retired

Advocate for migrant students with parents, school staff, employers and the public in a manner which is effective and sensitive to language and cultural differences. Ability to gain rapport with migrant students and motivate them. Assist migrant 6-12 grade students toward graduation. Serves as a liaison between teachers, counselors, parents and students. Provides motivation and support for attendance, participation in school and migrant activities, and academic excellence.

Client Services Unit Leader
School District of Palm Beach County
2001-2004

Serves as project S.A.V.E. (See and Valuing Education) coordinator which includes recruiting students that are socio-economic disadvantage to encourage them to attend school and to improve in all areas of learning. Some students attended Sylvan Learning Center, after school tutorial and

Leadership Training Seminars. My duties include making numerous home and school visits. This is a two-year grant which I generated \$80,205.00.

Social Service Facilitator

School District of Palm Beach County
1989-2000

Serve as a Team leader for a group of Community Resource People (CRP's); review CRP's Weekly Planners, mileage forms and identification forms. Providing vital information for resource. Implements all support services activities for a cluster of schools; identifies and recruits migratory children. Assist the Community Resource Specialist with social services for migrant students. Codes health information on appropriate forms; assists the Migrant Secondary Program, Early Childhood Program, Language Arts program, and Parental Involvement Program. Submits weekly and monthly summary reports of activities and SRP reports. Assists the Department of Federal Program's administrative staff as needed. Trouble shooter for personnel differences that may arise during Supervisor's absence.

Life Skills Instructor

South Bay Correctional Facility/Wackenhut
5/1997-5/2003

Instruct male inmates in areas of pre-release preparations, household planning, re-entry into society, budgeting skills, parenting skills, improving interpersonal skills, stress and anger management skills.

City Commissioner

City of Belle Glade
1998-2000
2009-2024

Crisis Unit Technician

Western Palm Beach County Mental Health Center
1989-1996

Conducted counseling sessions for rehabilitating alcohol, drug and mental health clients. Complete detailed admissions' packets for every admittance; conduct one-on-one counseling sessions for clients unable to participate in group sessions. Maintain accurate records of supplies and clients needs; plan and prepare meals for clients.

PROFESSIONAL EXPERIENCE

Office Assistant/Data Entry Clerk

School District of Palm Beach County – Pahokee Elementary
1986-1989

Organize enrollment registration for school; input, retrieve and update information on each student; compile and classify data obtained; complete request for information forms and mail to parents and/or guardians for students; assist in various office duties.

Instructional Aide

School District of Palm Beach County
1980-1986

Tutor school students utilizing teacher directed instructions; assist teacher in maintaining accurate records; complete appropriate forms as instructed; assist teacher in various classroom responsibilities.

Teacher's Aide

School District of Palm Beach County
1977-1980

Tutor Trainable Mentally Retarded students utilizing teacher directed instructions; assisting teacher in various classroom responsibilities; assisting students with personal care.

VOLUNTEER WORK

Advisory Committee 1988-1990

Glades Central Community High School

Coordinator for "Project Graduation" 1987-1988

Glades Central Community High School

"Raider" Band Booster 1988-1990

Glades central Community High School

Youth Director 1989-1990

Mt. Zion A.M.E. Church

College Outreach Program 1996-1998

Palm Beach Community College – Glades Campus

Pre-planning Committee 1997

Palm Beach Community College – Glades Campus

Glades Youth Council 1998-2001

Zeta Phi Beta Sorority, President 2001-2003

VISION-To-Action 1996-1998

Church School Teacher

Mt. Zion A.M.E. Church

Glades Area Police Athletic League (PAL), President 2002-2004

Glades Area MLK Committee, Vice-Chair, 2001 – Present

Board Member-Community Action Council-Palm Beaches, 2009-Present

COMMUNITY ACTION ADVISORY BOARD

SUBRECIPIENT NAME: PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

SECTOR: PUBLIC

Name	Entity Represented	Mailing Address and E-mail Address	Telephone Number(s) Office/Fax/Cell	Date when originally seated on Board	Date when seated for current term	Expiration date of current term
Seat 1 Vacant*						
Seat 2 Angela Burns	City of Delray Beach (District 3)	100 NW 1 st Ave Delray Beach, FL 33444 Burns@MyDelrayBeach.com	561-945-6114 561-243-7010 561-271-0267	05/14/2024	5/14/2024	9/30/2026
Seat 3 Vacant*						
Seat 4 Vacant*						
Seat 5 Jon Maples	Northwestern Mutual (District 6)	3300 PGA Blvd Suite 400 Palm Beach Gardens, FL 33410 Jon.maples@nm.com	561-351-9901 561-284-8074	5/14/2024	5/14/2024	9/30/2026

SECTOR: PRIVATE

Name	Entity Represented	Mailing Address and E-mail Address	Telephone Number(s) Office/Fax/Cell	Date when originally seated on Board	Date when seated for current term	Expiration date of current term
Seat 6 Sandra S. Wright	CareerSource	3400 Belvedere Road West Palm Beach, FL 33406 SWright@careersourcepbc.com	561-308-4546 561-340-1060 ext. 2424	02/04/2020	10/04/2022	9/30/2025
Seat 7 Linda Williams	Palm Beach State College	PBSC- Lake Worth Campus 4200 Congress Ave Lake Worth, FL 33461 willialc@palmbeachstate.edu	850-212-7985	7/11/2022	7/11/2022	9/30/2025
Seat 8 Vacant*	Banking and Finance					7/11/2025

Seat 9 Carol Gilbert-Jones	PBC Housing Authority	3330 Forest Hill Blvd West Palm Beach, FL 33406 cjones-gilbert@pbchafl.org	804-836-8300 561-684-2160 x104	8/20/2019	7/11/2022	7/11/2025
Seat 10 Lisa Vreeland	Florida Dept. Of Health (FDOH)	800 Clematis St West Palm Beach, FL 33401 Lisa.vreeland@flhealth.gov	561-758-1182 561-719-1601 561-671-4062	04/04/2023	04/04/2023	9/30/2025

SECTOR: LOW INCOME

Name	Neighborhood Represented	Mailing Address and E-mail Address	Telephone Number(s) Office/Fax/Cell	Date when originally seated on Board	Date when seated for current term	Expiration date of current term
Seat 11 Vacant*	Belle Glade/ Pahokee/ South Bay					
Seat 12 Gabrielle Monroe	West Palm Beach	1319 13 th Street West Palm Beach, FL 33401 gemonroe@gmail.com	404-218-6311	12/10/2024	12/10/2024	9/30/2025
Seat 13 Cynthia Ridley	Delray Beach	210 N.W 2 nd Ave Delray Beach, FL 33444 Cynridley58@gmail.com	561-302-8064 (cell)	10/01/2024	10/01/2024	9/30/2027
Seat 14 Yves Saint Hillien	Lake Worth	8450 Linden Way Lake Worth, FL 33467 yesainthillien@hotmail.com	561-255-2552	10/01/2024	10/01/2024	9/30/2027
Seat 15 Christina Reid	Riviera Beach	1108 W. 27 th St. Riviera Beach, FL c.reidlmsw@gmail.com	707-342-0125	10/01/2024	10/01/2024	9/30/2027

**Action pending*

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

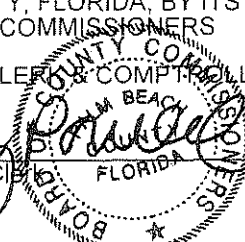
The Mayor thereupon declared the Resolution duly passed and adopted this

10th day of April, 2018

PALM BEACH COUNTY, FLORIDA, BY ITS
BOARD OF COUNTY COMMISSIONERS
SHARON R. BOCK, CLERK & COMPTROLLER

By: [Signature]

Deputy Clerk



APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: [Signature]

County Attorney

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 676B, (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 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
- 5) 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

ATTEST:
SHARON R. BOCK,
CLERK & COMPTROLLER

BY: Tammy K. Fields
Tammy K. Fields
Sr. Assistant County Attorney

BY: Sharon R. Bock
Deputy Clerk

