

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date: October 7, 2025
Department: Palm Tran
Advisory Board: Palm Tran Service Board (PTSB)

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

A) reappointment of four (4) members to the Palm Tran Service Board (PTSB) for the term of three (3) years beginning October 7, 2025 to September 30, 2028: and

Seat No.	Re-Appointment	Seat Requirement	Nominated by
4	Kashamba Miller-Anderson	Elected Municipal Official	PBC League of Cities Commissioner Maria Sachs
5	L. James (Jim) Gibbs	Business Community	Commissioner Maria Sachs
9	Carmencita Mitchell	Regular Fixed-Route Bus Rider	Commissioner Maria Sachs Commissioner Marci Woodard
10	Iran Joel Acevedo	Regular Fixed-Route Bus Rider	Commissioner Joel Flores

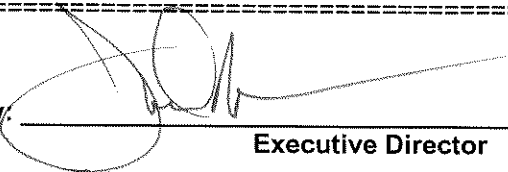
B) appointment of two (2) new members to the PTSB for the term of three (3) years beginning October 7, 2025 to September 30, 2028:

Seat No.	Appointment	Seat Requirement	Nominated by
8	Tekesha Nacole Safford	Certified Paratransit User	Commissioner Maria Sachs
13	Leondrae D. Camel	Resident of the Glades/ Lake Region Area	Commissioner Maria Sachs

Summary: The PTSB the authority to approve fixed route service adjustments and to serve only as an advisory board in all other aspects of the County's public transportation system. PTSB is composed of 13 At-Large members with specific seat categories who meet to review and discuss existing and proposed Palm Tran services for fixed-route and paratransit services. There are four (4) board members who are requesting reappointments and three (3) individuals requesting appointments. A memorandum was sent to the Board of County Commissioners August 18, 2025. **Countywide (MM)**

Background and Justification: Resolution R2015-0893 delegated to the Palm Tran Service Board (PTSB) the authority to approve fixed route service adjustments and to serve only as an advisory board in all other aspects of the County's public transportation system.

- Attachments:
- 1. Advisory Board Applications/Resumes/Biography's
 - 2. Resolution R2015-0893
 - 3. Current Membership List

Recommended By:  Executive Director Date: 9/29/25
Legal Sufficiency:  Assistant County Attorney Date: 9/30/25



PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION
301 N Olive Avenue, WPB, FL 33401
www.discover.pbcgov.org

BOARDS/COMMITTEES APPLICATION

The information provided on this form will be used in considering your nomination.
(Answer "NONE" or "N/A" where appropriate.)

- APPLICANT TO COMPLETE/SUBMIT THE FOLLOWING:
- SECTION II
 - CONTRACTUAL RELATIONSHIPS
 - CODE OF ETHICS TRAINING
 - RESUME or BIOGRAPHY

SECTION I

(OFFICE USE ONLY)

☒ Advisory ☐ Not Advisory

BOARD/COMMITTEE NAME:

Palm Tran Service Board

TYPE OF APPOINTMENT:

☒ AT-LARGE ☐ REAPPOINTMENT

DISTRICT #

TERM:

Oct. 7, 2025

START DATE

Sept. 30, 2028

END DATE

LENGTH OF TERM:

3

YEARS

SEAT #:

4

SEAT REQUIREMENT:

Municipal Representative

PBC League of Cities

COMPLETING AN UNEXPIRED TERM?

YES

☒ NO

IF YES: DUE TO:

RESIGNATION

OTHER

COMPLETING TERM FOR:

ORIGINAL TERM EXPIRES:

*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

(to be completed by applicant)

*MUST BE A PALM BEACH COUNTY RESIDENT

NAME: (First/Middle Initial/Last)

KaShamba Miller-Anderson

ADDRESS:

331 W. 16th Way

CITY:

Riviera Beach

STATE:

FL

ZIP:

33404

PHONE #:

561-444-5192

EMAIL:

Kmiller@rivierabeach.org

BUSINESS/EMPLOYER NAME:

City of Riviera Beach

OCCUPATION:

City Councilwoman

ADDRESS:

600 W. Blue Heron Blvd.

CITY:

Riviera Beach

STATE:

FL

ZIP:

33404

MAILING PREFERENCE:

RESIDENCE

☒ BUSINESS

HAVE YOU EVER BEEN CONVICTED OF A FELONY:

YES

☒ NO

(conviction of a felony is not an automatic disqualifier from appointment)

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

SECTION II - continued (to be completed by applicant)

CONTRACTUAL RELATIONSHIPS: X NONE NOT APPLICABLE/(Governmental Entity)

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.

Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? YES X NO
If YES, please list: N/A

CODE OF ETHICS TRAINING: X COMPLETED DATE: 7/21/25

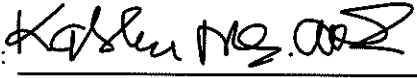
All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

Training on the Palm Beach County Code of Ethics can be found on the web at:
<http://www.palmbeachcountyeethics.com/training.htm>.

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

APPLICANT'S SIGNATURE: By signing below I acknowledge that I have read, understand and agree to abide by Article XIII, The Palm Beach County Code of Ethics, and I have received the required Code of Ethics Training. By signing below, I acknowledge that I will be subject to the State of Florida and Palm Beach County Code of Ethics and the Florida Sunshine Law (Chapter 286, Florida Statutes).

(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE:  PRINTED NAME: KaShamba Miller-Anderson DATE: 7/21/25

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT #

COMMISSIONER'S SIGNATURE: DATE:

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: YES NO
BCC MEETING: DATE

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



Palm Beach County LEAGUE of CITIES, Inc.

President
Molly Young

August 5, 2025

1st Vice President
JohnPaul O'Connor

2nd Vice President
Michael Napoleone

Secretary/ Treasurer
Leondrae Camel

Ms. DeBorah Posey-Blocker
Director of Customer Service,
Government & Public Relations
Palm Tran
100 N Congress Ave.
Delray Beach, FL 33445
dposeyblocker@pbc.gov

Directors
Danielle H. Moore
Patti Waller
Michael Brown
Greg Dunham
Joaquin Almazan
Susy Diaz
Allan Kaulbach
Roger Michaud
Betty Resch
Jan Rodusky
Malise Sundstrom
Shalonda Warren
Marc Wigder

RE: Palm Tran Service Board Seat 4

Dear Ms. Posey-Blocker,

The Palm Beach County League of Cities re-appointed Councilwoman Ka'Shamba Miller Anderson of the City of Riviera Beach at its July 23rd meetings to be the Leagues' representative on the Palm Tran Service Board Seat 4.

Below is her contact information:
Email: KMiller@rivierabeach.org
Phone: 561-845-4000

Immediate Past President
Chelsea Reed

Executive Director
Richard Radcliffe

If you have any questions please do not hesitate to contact me.

Deputy Executive Director
JeRiise Hansen

Sincerely,


Richard Radcliffe
Executive Director

www.palmbeachcountyleagueofcities.com |
Tel. (561) 355-4484 | Fax (561) 355-6545
P.O. Box 1989, Gov. Center, West Palm Beach, FL 33402
Office: 301 North Olive Ave., Suite 1002.17, West Palm Beach, FL 33401



KASHAMBA MILLER-ANDERSON

CONTACT

- ☎ 561.308.5555
- ✉ kashamba6@aol.com
- 📍 P.O. Box 11342
Riviera Beach, FL 33419

CERTIFICATIONS/LICENSE

- State of Florida Teaching Certificate:
#812032
- Educational Leadership (All Levels)
 - School Principal (All Levels)
 - Elementary Education (Grades 1-6)
 - PreKindergarten/Primary Education (Ages: 3-3rd Grade)
 - State of Florida Childcare Director's Credential: #3727957 (recertification in progress)
 - Advanced VPK Endorsed (recertification in progress)
 - FL. Licensed Realtor #SL3495918
 - BEAM Certified Birth & Postpartum Doula

EDUCATION

Nova Southeastern University

Master of Science
Major: Education/ Educational Leadership
2005

Palm Beach Atlantic University

Bachelor of Science
Major: Elementary Education
1999

ADMINISTRATIVE RESPONSIBILITIES

- Testing Coordinator-8 years
- Title 1 Coordinator-10 years
- Textbook Coordinator-17 years
- Leasing Coordinator-10 years
- SwPBS-8 years
- Rtl/MTSS-8 years
- Facilities Coordinator-9 years
- Transportation Coordinator-17 years
- ESP Coordinator-9 years
- SESIR Coordinator-2 years
- Master Schedule-8 years

PROFILE

Effective, proficient, organized and versatile EDUCATOR with 25+ years of experience. Assists in planning, organizing and administering all functions essential to the operation of a responsive, effective and efficient instructional environment that provides maximum and rigorous opportunities for all student growth and achievement.

WORK EXPERIENCE

Assistant Principal

- School District of Palm Beach County Present-2007
- Supports the Principal with the assignment, training, supervision and evaluation of school-based personnel (PK-8); Conduct data analysis on diagnostic, informal and formal assessments (all subjects)
 - Oversee and maintains appropriate records related to pupil attendance, FTE generation, budgeting, projected enrollment, instructional and non-instructional school-based personnel, leasing of facilities, coordinating transportation services and property inventories
 - Oversee the implementation of the Schoolwide Behavior Support Program
 - Supervise our Exceptional Student Education (IEP)/Child Study Team/School Based Team meetings
 - Interpret student data. Instructional leader. Design the School Improvement Plan and oversee the Title 1 budget & tutorial implementation
 - Provides effective communication with others and seeks input from parents, teachers, students and the community
 - Handle student discipline matters, enforce school policies, and collaborate with teachers and parents to address student behavior and ensure a safe and respectful school environment
 - Other duties as assigned

Literacy Coach

- School District of Palm Beach County 2007-2006
- Gathered and analyzed student achievement data. Observed and interpreted student and teacher behavior during lessons
 - Modeled lessons for teachers to help with instructional techniques. Assisted teachers with goal setting for enhancing instruction
 - Coordinated and planned with school administrators all staff development regarding reading and writing
 - Observed instructional interactions looking for examples that would help teachers expand knowledge and skills
 - Collaborated with teachers on individual and class progress in reading and writing
 - Actively participated in Child Study Team (ESE)/School Based Team meetings by providing input regarding the academic and behavioral needs of the students that were assigned to me for extra academic support
 - Other duties as assigned

KASHAMBA MILLER-ANDERSON

CONTACT

- 561.308.5555
- kashamba6@aol.com
- P.O. Box 11342
Riviera Beach, FL 33419

AREAS OF EXCELLENCE

- Professional Development ~ Civic Leadership ~ Data Driven Decision Making ~ Student Achievement
- Policies/Procedures ~ Performance Management ~ Parental Involvement
- Curriculum Development ~ Grant Writing ~ Recruitment & Retention ~ Fiscal Management
- Project Management ~ Data Analysis ~ Educational Technology ~ Mentoring
- Classroom Management ~ Lesson Planning ~ Assessments ~ Educational Coaching
- Instructional Strategies ~ Childcare Management ~ Extended Day Learning/Afterschool Programming
- Educational Leadership ~ Crisis Management ~ Policy Making~ Title 1 Compliance~Author
- Real Estate ~ Lobbying ~ Childbirth Educator ~ Lactation Educator ~ Birth & Postpartum Doula

References Provided Upon Request

WORK EXPERIENCE

Teacher

School District of Palm Beach County 2006-1999

- Conducted small group lessons for all subject areas through the use of centers, technology and cooperative learning groups; Targeted weak skills to drive instruction
- Developed a notebook of activities (specific for each child) to supplement and provide support for skill deficits, as well as enriched stronger skills
- Included a report explaining gains and/or losses on diagnostic tests that were parent friendly
- Motivated team to develop a similar notebook to communicate information to parents
- Demonstrated strategies to grade level for interpreting data, dissecting reports and implementing a valuable plan to improve instruction.
- Effectively maintained classroom management; Worked closely with administration and analyzed data reports displaying academic achievement
- Actively participated in Child Study Team (ESE)/School Based Team meetings by providing input regarding the academic and behavioral needs of my students
- Conducted observations and implemented intervention strategies for students with individualized education plans (IEPs)
- Grade Chair

Professional Development

- Childcare Training Certificate: Childcare Facility Parts 1 and 2, Voluntary PreK (VPK) Director Credential; Florida Voluntary Pre K Standards, Florida Performance Measurement System (F.P.M.S.)
- Clinical Education Training, Diverse Populations Training, Developing Literacy First, Multiple Intelligence Instructional Strategies, Primary Years Programme (International Baccalaureate), The Comprehension Toolkit Workshop, International Reading Association Conference
- Just Read! Florida Training, Small Business Development Center Courses, QuickBooks, ESP for Administrators, Performance Matters, CORE K12, Marzano Training, PB Focus Model
- FCAT Training, FSA Training, FAST Training, Preparing New Principals I, Preparing New Principals II, Guided Reading & Writing Model, Readers' and Writers' Workshop, Strategies for teaching ESL and ESE Students, Curriculum Mapping, Response to Intervention (Rti), Schoolwide Positive Behavior Support
- Childbirth Education, Lactation Education, Birth & Postpartum Doula, Real Estate, Mortgage Loan Originator, Construction Management, College Admissions Counseling, IECA Summer Training Institute

KASHAMBA MILLER-ANDERSON

CONTACT

- ☎ 561.308.5555
- ✉ kashamba6@aol.com
- 📍 P.O. Box 11342
Riviera Beach, FL 33419

PAST VOLUNTEER WORK

- Grant Reviewer, *Florida Dept. of Education*
- Judge, *William T. Dwyer Awards for Excellence in Education*
- Secretary, *Association for the Education of Young Children (AEYC)*
- Chair, *School Advisory Council*
- President, *Palm Beach County Caucus of Black Elected Officials*

UNRELATED WORK EXPERIENCE

Construction Industry-8 years

- Developed and prepared all construction documents (request for proposals, bid packages, scope of work, request for quotations, vendor registrations, certification, licenses, etc.)
- Maintained appropriate records related to daily operations of the company.
- Identified prospective job assignments and coordinated schedules for various activities
- Performed cash management, payroll, and billing tasks - prepared invoices, subcontracts, change orders, work orders, purchase orders and punch lists

City Councilwoman-10 years

City Council Chairwoman-3 years

- Adopt ordinances and resolutions
- Award contracts and executing agreements
- Establish the city's tax rate, approve the annual budget, set guidelines for expenditure of funds
- Creates public policy for the city through legislative process
- Establishes the annual budget
- Reviews and approves the capital improvements for the City
- Creates ways to engage economic development and sustainability for the City
- Lobby state and federal legislators
- Hold town halls for constituents, interact with residents and business community

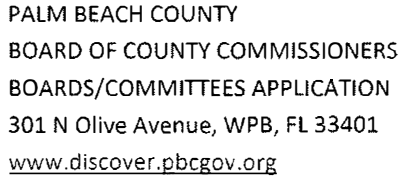
Banking Industry-7 years

- Recorded transactions, which involves logging checks and preparing transaction reports
- Counted and packaged currency
- Reconciled cash drawers
- Opened new accounts and helping with loan applications
- Exchanged foreign currency
- Promoted the bank's products and services, such as checking and savings accounts, loans, certificates of deposit (CDs) and credit cards

After School Program-3 years

Assistant Director

- Assisted in the development and implementation of Afterschool curriculum
 - Developed activity schedules, reviewed lesson plans
 - Assisted in the development and enforcement of Afterschool program behavior codes
 - Assisted in the financial management of the program
 - Assisted in supervising counselors and groups
 - Supervised the maintenance of accurate attendance records
-



*The information provided on this form will be used in considering your nomination.
(Answer "NONE" or "N/A" where appropriate.)*

- SECTION II
- CONTRACTUAL RELATIONSHIPS
- CODE OF ETHICS TRAINING
- RESUME or BIOGRAPHY

 X Advisory Not Advisory

COMPLETING AN UNEXPIRED TERM? _____ YES _____ X _____ NO
IF YES: DUE TO: _____ RESIGNATION _____ OTHER _____
COMPLETING TERM FOR: _____
ORIGINAL TERM EXPIRES: _____

***MUST BE A PALM BEACH COUNTY RESIDENT**

HAVE YOU EVER BEEN CONVICTED OF A FELONY: _____ YES _____ X _____ NO
(conviction of a felony is not an automatic disqualifier from appointment)

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

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

> RESUME FOR LESLIE GIBBS (Jim)

> 561-262-9002, jgibbsmarion@aol.com

>

>

> Raised in Norfolk, Virginia. Attended Catholic boarding high school.

> Married for 50 years, three children, seven grandchildren, a dog.

>

> CIVIC ENDEAVORS: Boy Scouts, Lions Club for 11 years, many years active in Chamber of Commerce, Regional Park Authority, elected to two terms to Soil and Water Conservation Board, West Palm Civil Service Commission and now on the Palm Beach County Palm Tran. Served a number of years as the elected President of my HOA.

>

> EDUCATION: St. Leo University, BS in History & Political Science. George Mason University School of Law, JD.

>

> EMPLOYMENT: From 1970 to 1978 served as a professional campaign consultant to National/State/Local candidates.

>

> 1973 worked for a consortium of churches across Virginia to promote the new Federal food stamp feeding program the State refused to inform the public of.

>

> 1981 to 1983 practiced law.

>

> 1983 to 1987 served a General Registrar of Virginia in charge of elections and voter registration for Stafford County.

>

> 1987 to 2002 co-owner and worked in the ABC Staffing Agency.

>

> 2002 to 2009 Real Estate sales executive for Marriott International, Palm Beach County.

>

> 2009 to 2020 Real Estate sales as an independent sales executive.

>

> 2020 retired.



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(Answer "NONE" or "N/A" where appropriate.)*

APPLICANT TO COMPLETE/SUBMIT THE FOLLOWING:

- SECTION II
- CONTRACTUAL RELATIONSHIPS
- CODE OF ETHICS TRAINING
- RESUME or BIOGRAPHY

(OFFICE USE ONLY)

 X Advisory Not Advisory

BOARD/COMMITTEE NAME:	<u>Palm Tran Service Board</u>			
TYPE OF APPOINTMENT:	<u>X</u>	AT-LARGE	DISTRICT #	<u> </u>
		REAPPOINTMENT	<u>X</u>	NEW APPOINTMENT
TERM:	<u>Oct. 7, 2025</u>	START DATE	<u>Sept. 30, 2028</u>	END DATE
LENGTH OF TERM:	<u>3</u>	YEARS		
SEAT #:	<u>9</u>			
SEAT REQUIREMENT:	<u>Regular Fixed Route Passenger</u>			

COMPLETING AN UNEXPIRED TERM? _____ YES _____ X _____ NO
IF YES: DUE TO: _____ RESIGNATION _____ OTHER _____
COMPLETING TERM FOR: _____
ORIGINAL TERM EXPIRES: _____

**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:* _____

(to be completed by applicant)

***MUST BE A PALM BEACH COUNTY RESIDENT**

NAME: (First/Middle Initial/Last) Carmencita Mitchell

ADDRESS: 4831 Via Palm Lakes #1204

CITY: West Palm Beach STATE: FL ZIP: 33417

PHONE #: 561-929-1656

EMAIL: carmencita.mitchell@yahoo.com

BUSINESS/EMPLOYER NAME: N/A

OCCUPATION: Retired Professor

ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____

MAILING PREFERENCE: X RESIDENCE BUSINESS

HAVE YOU EVER BEEN CONVICTED OF A FELONY: _____ YES _____ X _____ NO
(conviction of a felony is not an automatic disqualifier from appointment)

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE: _____

SECTION II - continued (to be completed by applicant)

CONTRACTUAL RELATIONSHIPS: X NONE NOT APPLICABLE/(Governmental Entity)

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Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? X YES NO
If YES, please list:
Lighthouse for the Blind of the Palm Beaches

CODE OF ETHICS TRAINING: X COMPLETED DATE: 7/17/25

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(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE: Carmencita Mitchell PRINTED NAME: Carmencita Mitchell DATE: 7/20/25

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT #

COMMISSIONER'S SIGNATURE: DATE:

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: YES NO
BCC MEETING: DATE

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

4831 Via Palm Lakes

Unit 1204

West Palm Beach, FL 33417

Telephone/e-mail:

(561) 929-1656

carmencita.mitchell@yahoo.com

Carmencita Mitchell

Notary Public #GG910298

Education	Lynn University, Boca Raton, FL	expected
	Master of Education in Education Leadership	Dec. 2025
	▪ Concentration in Higher Education Administration completed	30/36 credits
	St. John's University, Jamaica, NY	June 2001
	Master of Arts in English	
Commissions and Certifications	▪ Concentration in American Literature and Cultural studies	
	New York University, New York, NY	January 1998
	Bachelor of Arts in Humanities	
	▪ dual concentration in Literature and Creative writing	
	Bonded Notary Public and Marriage Solemnization in the State of Florida Department of State Commission #GG 910298 Expires: September 4, 2027	
	Integrative NLP Practitioner—Empowerment Inc. Completed course for certification in NLP—Neuro Linguistic Programming-October 2022	
	AHA (American Heart Association) (Adult, Juvenile, & Infant) CPR/AED, and First Aid	July 2018
	FLEX/Silver Sneakers (Tivity Health) Approved Fitness Instructor	July 2018

FITOUR Certified Primary Group Fitness Instructor
ACFE (American Council on Fitness Education) Accredited April 2019

FITOUR Certified Primary Yoga Instructor
ACFE (American Council on Fitness Education) Accredited April 2019

FITOUR Certified Primary Myofascial Release Foam Roller Instructor
ACFE (American Council on Fitness Education) Accredited April 2019

Experience

Palm Beach State College Lake Worth, FL

- Faculty English, Department of Communications—Rank Professor I—Aug. 2022—May 2025
- **English Department Cluster Chair Fall 2023—Fall 2024**—responsible for presiding over meetings for faculty on all five campuses, leading decision-making process on curriculum and assessment, course development, and textbook adoption for adjuncts in conjunction with curriculum chair for compliance and congruence with state guidelines and regulations.
- Adjunct Instructor English Composition-- Feb. 2018—Aug. 2022
- Adjunct Instructor Intro to the College Experience-- Aug. 2019—present

Teaching courses in English Composition, Literature, and Student life skills both in person and live online (Remote)—using Teams, Canvas, and Blackboard Collaborate

American University of Nigeria August 2008—May 2011
Yola, Adamawa State, Nigeria

- Writing Center Director/Instructor of Writing and Literature

Overseeing all aspects of the university writing center including staffing, and scheduling, programming, working to establish campus-wide support for WAC, developing and grading the placement exam, outcomes and assessment as well as teaching courses in composition, literature, business writing, in addition to advising students, serving on the student judicial affairs committee, curriculum design/development, assessment, living and learning communities, orientation, service-learning, and other relevant committee work.

- **Courses taught:**
- WRI 101 English Composition I
- WRI 102 English Composition II

- WRI 321 Business Writing
- ENG 201 Introduction to American Literature
- ENG 211 Introduction to British Literature
- ENG 401 Advanced American Literature

Courses Developed and Taught:

- ENG 441 Special Topics in Literature

Keiser University, West Palm Beach FL June 2008—August 2008

- Adjunct Instructor of English

Teaching 4-week intensive courses in Basic English, Composition, and Literature

South University, West Palm Beach FL August 2006—August 2007

- Adjunct Instructor of English and Speech—Department of General Studies

Teaching courses in composition, world literature, and public speaking.

Lynn University, Boca Raton, FL September, 2005—June 2008

- Adjunct Instructor of English—College of Arts & Sciences

Teaching courses in Composition, literature and developmental writing.

Florida Atlantic University, Boca Raton, FL August 2003-Dec. 2004

- Instructor of English—Dorothy F. Schmidt College of Arts & Letters

Teaching courses in Freshman Composition: **ENC 1101/1102** and business and technical writing: **ENC 3213-Writing for Management**

St. John's University, Jamaica, NY January 2002-May 2003

- Instructor of English—St. John's College of Arts and Sciences
Instructor of Speech—College of Professional Studies

Teaching courses in English literature and speech as well as student advising/counseling. Courses taught:

English 2060-The Study of American Literature a required intermediate course for students in the major. **English 1040-Writing for Business** examines the rudiments of expository writing in the professional arena. Students focus on correspondence in the financial world while adhering to the rules of composition. **English 1100C-Literature in the Global Context** a required course for students in the major examines multicultural literature, art and film parallel to works of the “traditional” Western canon. **Speech 1000C-Public Speaking for College Students** explores the essential methods and practice of public speaking in and out of the classroom while emphasizing the value of both written as well as oral communication.

Hofstra University, Hempstead, NY, September 2001-May 2003

- Instructor of English

Teaching courses in English composition, preparation and administration of departmental proficiency exam, holding regular office hours for student counseling and advisement, other relevant committee work. Courses taught:

English 1(FYP) is a one-semester course in the Freshman Year Program that engages advanced first year students in a tri-cluster sequence of English Composition, Spanish Literature in Translation, and History. Course themes and readings are taught in cohort while the Composition class also emphasizes heavy revision in preparation for the departmental Writing Proficiency Exam. **English 2** continues the study of composition, as well as an introduction to literary terms, analysis, and the research paper. **English 2A**, (taken concurrently with English 2), is a writing intensive course in small groups for those students who failed the departmental Proficiency Exam. **Write-Start tutorials** are developmental sections for students whose SAT scores and entrance exams merit remedial coursework.

St. John’s University, Jamaica, NY, September 1999-June 2001

- Graduate teaching/Research Assistant

Teaching undergraduate courses in literature and expository writing, writing assessment and tutoring, exam proctoring, and assisting faculty in all phases of research and book/journal production. Attending departmental colloquia to evaluate prospective new hires in the graduate program.

Honors and Awards

COMTO—Conference of Minority Transportation Officials
13th Annual Celebrating Women Who Move the Nation

Annually Awarded to 10 women who have made significant contributions in transportation leadership. Past Honorees include: Nancy Pelosi, Speaker U.S. House of Representatives, Muriel Bowser, Mayor Washington DC, Verdenia

C. Baker, Palm Beach County Administrator, Sharon Weston-Broome, Mayor
Baton Rouge, LA, Dr. Christine Darden, NASA Engineer and “Hidden Figure”

Smithsonian American Art Museum and National Portrait Gallery
Washington DC, April 10, 2024

IWCA—International Writing Center Associations Summer Institute

Scholarship Recipient August 2007

Profiled in “Who’s Who in the World” 2008 26th Anniversary Edition

Profiled in Marquis “Who’s Who in American Women” 2006 25th Anniversary
Edition and 26th Edition 2006

National Women’s Studies Association Travel Award, June 2004

Teaching Assistantship, St. John’s University, Fall 1999-Spring 2001

Shimkin Scholars Award Recipient, New York University, 1994-1997

**Papers and
Presentations**

**COMTO Ft. Lauderdale Professional Development Day and College
Scholarship Luncheon**

Keynote Speaker “Service Leadership and Motivation in Transportation”

October 17, 2024

**[Trans]formations, House-Bills, and AI ‘OM I’: Reconnecting
Professors to the Safe Space**
CEA-College English Association National Conference
“Transformations” Atlanta March 22, 2024

**“A Seat at the Table: People with Disabilities Leading in Public
Transportation”**
COMTO-Conference of Minority Transportation Officials, Panelist
Online webinar October 2023

Breakout Session Leader—PBSC RISE Faculty Development Day

“Faculty and Mental Health”

October 2022

Keynote Speaker—enVISION 20/20, Lighthouse for the Blind of the Palm Beaches, Sailfish Club of Florida. Palm Beach, FL March 29, 2022

Panel Chair --“Mastering Mental Health and Adjunct Teaching in the Time of COVID: Playing the Part of the Remote Professor”

Presentation: “The Mad Woman in the Zoom Room, “I be” Becoming a Psychology Professor: Redefining the Comp Classroom as a Safe Space and Triage Room for Covid Anxiety Disorder”, **FCEA—Florida College English Association Conference Zoom October 16, 2021**

Panel Chair --“Locking down the composition classroom: a dialectic between faculty and students on finding and creating that safe space”

Presenter, “Danger and Safety in the Composition Room: the raft of the professor”, **FCEA—Florida College English Association Conference “Sanctuary” Boca Raton, FL October 17, 2019**

Keynote Speaker--KLAS (Keystone Library Automated Systems) User's Conference 2019 sponsored by the Palm Beach County Talking Books Library Holiday Inn Conference Center West Palm Beach June 4, 2019

Presenter “Why Writing Matters” (SUNY COW) State University of New York Council on Writing, Paper Title: “Best Prices/Worst Practices, and the undervaluing of the writing instructor and the craft” SUNY Farmingdale October 19-20, 2018

Presenter “Embedding English” NYCEA (New York College English Association) Paper Title: “Culture and Pedagogy: A new PATHWAY for Writing and Literature relevant Across the Curriculum” Plaza College New York, October 19-20, 2018

Presenter Defining ‘Critical’ in the 21st Century (CCRWT) Consortium for Critical Reading, Writing and Thinking, Paper Title: “Students Are Shooting Up Schools and Themselves, but we are Still Shooting an Elephant: a mindfulness approach to understanding critical thinking and composition pedagogy, Berkeley College October 19th, 2018

Panel Chair-[Ig]bonics: Language in African-America and American-Africa, Presenter- “Watch Yo Language N...:Hooked on Ebonics” 41st Annual College English Association Conference “Voices” San Antonio, Texas March 26, 2010

“Black to the Future: Mayor Dinkins, President Obama, and the would be ‘dark’ ages of American Politics” Barry University Africana Studies Symposium, “Race, Gender, and Politics in the Twenty-First Century” Miami Shores, FL April 17, 2009, (publication forthcoming)

“Women of Color and Higher Education,” “Empowering the Community”, A panel discussion sponsored by BSU (Black Student Union), Lynn University, Boca Raton, FL April 20, 2007

"Fashioning the Franco Intello: Salonniere Germaine de Stael and haute culture" 15th Annual British Women Writer's Conference, "Speaking with Authority" Lexington, Kentucky, April 12-15, 2007.

"Library concerns for the disabled community," a panel discussion, Service to Diverse Populations" South East Florid Library Information Network (SEFLIN) annual conference, Miami, FL, June 27 2006.

"Fashioning the Franco Intello: Salonniere Germaine de Stael and haute culture" Aphra Behn Society for Women in the Arts, 1660-1830, fifteenth Annual Conference (Invitation), "The Sign of Angelica: Writing Women. Subversive Texts," Daytona Beach, FL, October 28-30, 2005.

"Faux Pas de Deux: the Liminal Movement of Michael Jackson" Conference Invitation "Regarding Michael Jackson: Performing Racial, Gender and Sexual Difference" Yale University New Haven, CT. September 23-24 2004.

"Double Exposure: Cataloguing [Sub]liminal Representations of the Female Body. A roundtable discussion titled "the Pornography of Everyday Life" Dr. Jane Caputi, Chair—National Women's Studies Association 25th Annual Conference, "Women in the Middle: Borders, Barriers, Intersections" Milwaukee, WI, June 19,2004

"On Rose Island," "The Rations of Salvation," "The Genesis of Symbols" In "What's Your Anthem": Hofstra University English Faculty Poetry Page, Issue 4 (Fall/Spring 2002).

"Ellison and the Lyrical Quest for Individuality within the Sphere of Liminality," Tufts University Graduate Student Conference, "liminal spaces, liminal places, liminal traces," October 18, 2002.

"When escape means just another prison: traveling between public housing, jail, dormitory, and the classroom," Conference on College Composition and Communication, Spring 2002 conference invitation.

"Through the looking glass: Invisible Man seeing Caliban," Senior Thesis, New York University, Spring 1997.

Relevant Experience

FPTA, FDOT, CUTR Transportation Safety Summit, Tampa FL
June 2025

CO Motion Miami, Transportation Conference, April 2025

"Writing and Beyond: McGraw Hill Composition Symposium"
October 5-7, 2023 Washington D.C.

Focus on:

Engaging students in composition

Multi-modal writing

The future of educational resources for the composition classroom

Overcoming challenges in implementing new technologies

PBSC Title V- Vista Student Services Course

ACUE certification--Course in progress

AVID for Higher Education Workshop “Disrupting Deficit Narratives Through Equity-Minded Practices”—Participants from faculty to administration and Executive leadership were led in a study of active equity-based teaching and learning practices reflecting on educator mindset and institutional culture, diversity, anti-deficit framework and assessment, and culturally responsive teaching and student motivation. **Sponsored by Palm Beach Schools and the Safe Schools Institute November 1, 2019**

Hadley Institute for the Blind and Visually Impaired Introduction to Self-Help Groups & Advanced Self-Help Groups—a two-part course for those that intend to start a self-help group for the blind and visually impaired. Covers issues of self-esteem, adjustment to blindness, family dynamics, etc. December 2017/February 2018

Palm Beach Atlantic University Leadership Academy September-November 2017

A (3 part) 12-week leadership series concluding with a certificate of attendance sponsored by the MacArthur School of Leadership.

9th grade English teacher AUN Charter School Yola, Nigeria

AUN Thespian and Literary Club—Academic Advisor
American University of Nigeria Fall 2009-Spring 2011

6th grade Catechist, St. Luke's Catholic Church Palm Springs, FL
Fall 2007—Spring 2008

IWCA (International Writing Center Association) Summer Institute Participant

A week-long institute featuring presentations, workshops, discussion, and mentoring for those working in, directing, or planning new writing centers.

Topics included: Pedagogical models, Staffing, ESL, Diversity, On-line Writing Centers, Budgeting, Planning, Assessment, Tutoring, WAC, WID, Leadership etc.

BSU (Black Student Union) Academic Advisor—Lynn University, Fall 2006-present. **Coordinator** “Empowering the Community” a Panel Discussion, April 20, 2007.

Grant Writing Workshop-Florida Atlantic University, Boca Raton, April 2004

- A three-part nine-hour course in grant planning, writing and management with **Bess DeFarber**, Principal of ASK Associates and **Dr. Jay Mendel**, Florida Atlantic University
- Topics Included: Foundations, government and corporate sponsorships, review process, assessment for readiness, evaluation of needs, researching grants on the Internet, proposals, planning, packaging, reporting, and finance.

Publishing Workshop-Florida Atlantic University, Boca Raton, March 2004

- A two-hour workshop on the fundamentals of Academic and Commercial Publishing with **Dr. Paul Bove**, University of Pittsburgh, Editor Boundary 2

Grammar Workshop-Florida Atlantic University, Boca Raton, January 2004

- A six-hour workshop with **Dr. Stanley Fish**, introducing his pedagogical approach to freshman composition.

Admissions Clerk/Receptionist Office of Facilities Management

New York University New York, NY, September 1996-September 1999

- Responsible for front office and telephone admissions and registration information to students, faculty and administrators. Providing admissions and financial aid counseling as well as distribution of application materials to prospective students of the adult degree program. Coordinating of interdepartmental conferences, seminars and banquets. Audiovisual support and inventory control of academic instructional materials
- Tutor, Hofstra University, Writing Center, September 2001-May 2003
- Free-Lance ESL tutoring September 2000-present
- NYU in London Study Abroad, University College London, UK

Six-week courses in Victorian Literature and Shakespeare, Summer, 1996.

Non- Academic Experience

Middle Eastern Dance Instructor--American University of Nigeria Aug. 2008-Nov. 2010 teaching Egyptian-style Danse Orientale

Belly Dance Instructor—Simply Yoga of Delray Beach, FL July-Aug. 2008

Computer Skills/ Languages	Belly Dance Instructor (traditional & Silver Sneakers Senior Class) Gold's Gym--Delray Beach, FL Jan.-July 2008 MS Word, Outlook, Excel, PowerPoint, Banner degree audit system, Jenzabar, Canvas, Zoom, Teams, Blackboard and Blackboard, Workday, Collaborate, Moodle, (SIS) Student Information Systems, C2K, FUSION, JAWS & NVDA assistive technologies for the visually impaired Reading Knowledge of French
Advisory Boards and Academic Committees	Chair, PBSC Teaching Exchange ERG—Employee Resource Group Leading a human resources group to support active Teaching and Learning support and best practices across all factions of the college including administration, student-services and faculty March 2024-May 2025 Accessibility Advisory Council and Policy Sub-committee member COMTO-Conference of Minority Transportation Officials January 2024--present Boys Town South Florida Board of Directors—March 2022—Nov. 2023 • Development and fundraising, strategic planning, governance and oversight of the organization and evaluation of the Executive Director, serving on the executive committee. Strategic planning and fundraising. Palm Beach State College Student Conduct Hearing Committee • Hearing cases of student conduct infractions including academic, Title IX etc. and decision making on conflict resolution and disciplinary action Dec. 2019—May 2025 FCEA—Florida College English Association Board of Directors • Marketing and Development, Member at Large/Data Collection/Publishing Liaison/ • October 2019—present

Vice Chair of the Board of Directors-Lighthouse for the Blind of the Palm Beaches—(Board Member) March 2019—present

- Second in line making all final executive decisions with the chairman of the board for the organization in cooperation with remaining executive board, and full board
- Responsible for strategic planning, implementing initiatives to serve the blind community, decision making in leadership and management of the organization including, financial, restructuring, hiring and management, and performance appraisal of the executive director, capital campaign, budget and finances and overall leadership of the organization as well as forming community partnerships and government relations.
- Presiding over special events committees in cooperation with the marketing team, including in-kind donations, corporate sponsorships, and overall event planning for the signature fundraising events, and large-scale donor base relationship building.

(PTSB) Palm Tran Service Board/Board of County Commissioners—Seat Number 9. February 2019—present

Chairwoman of the Board

- Presiding over monthly board meetings and planning sub-committee meetings using Robert's Rules. Holding Public hearings, directing and delegating responsibility to government liaison and marketing and support services team, and regular meetings with the Executive Director, Assistant County Administrator, and Executive Leadership Team to plan agendas and action items that will come before the board for a vote. Attending and speaking at workshops before and meeting with the County Commissioners and other stakeholders. Playing an active role with the Leadership in Strategic Planning through the TDP, Transit Development Plan, RPM-Route Performance Maximization, and CEP-Connection Efficiencies Project for Paratransit Service, Appoint members to sub-committees and chair roles within sub-committees, Representing the board in community meetings and events, Attending transportation conferences, and collaboration with other transit agencies, vendors, and service providers.

(PTSB) Palm Tran Service Board/Board of County Commissioners—Seat Number 9. March 2018--present

The Palm Tran Service Board (PTSB) is an advisory board to Palm Tran and the Board of County Commissioners regarding Palm Tran's fixed route and paratransit programs and services for those with disabilities. Members are appointed by the Board of County

Commissioners, and meet the fourth Thursday of each month to hold public hearings, and discuss proposed changes to the service.

The mission of the PTSB is to make Palm Tran bus service more efficient and to serve as the ongoing mechanism for the participation of citizens in the continued development, implementation and assessment of all Palm Tran services.

Palm Tran Para Transit Sub-committee member November 2017—present

Palm Tran Fixed Route Planning Sub-Committee Member July2017—present

Hadley Institute for the Blind Presidential Advisory Board Member September 2017--present

Advising the president (through surveys and other means) on curricular assessments, outcomes, and proposed curricular changes to better support students with disabilities achieve their G.E.D., vocational, and continuing educational goals.

Affiliations

- (COMTO) Conference of Minority Transportation Officials National Chapter
- (COMTO) Conference of Minority Transportation Officials Palm Beach Chapter
- (NAMI) National Alliance on Mental Illness
- (NFB) National Federation for the Blind
- (AAN) American Association of Notaries
- (NYCEA) New York College English Association
- (FCEA) Florida College English Association
- (CEA) College English Association
- Council of Catholic Women—St. Luke’s Church Palm Beach County, FL
- British Women Writers Association
- Aphra Behn Society for Women in the Arts, 1660-1830
- National Women’s Studies Association

References

Furnished Upon Request



*The information provided on this form will be used in considering your nomination.
(Answer "NONE" or "N/A" where appropriate.)*

APPLICANT TO COMPLETE/SUBMIT THE FOLLOWING:

- SECTION II
- CONTRACTUAL RELATIONSHIPS
- CODE OF ETHICS TRAINING
- RESUME or BIOGRAPHY

(OFFICE USE ONLY)

 X Advisory Not Advisory

BOARD/COMMITTEE NAME:	<u>Palm Tran Service Board</u>		
TYPE OF APPOINTMENT:	<u>X</u>	AT-LARGE _____	DISTRICT # _____
	<u>X</u>	REAPPOINTMENT	NEW APPOINTMENT
TERM:	<u>Oct. 7, 2025</u>	START DATE	<u>Sept. 30, 2028</u> END DATE
LENGTH OF TERM:	<u>3</u>	YEARS	
SEAT #:	<u>10</u>		
SEAT REQUIREMENT:	<u>Fixed Route Operator</u>		

COMPLETING AN UNEXPIRED TERM? _____ YES _____ X _____ NO
IF YES: DUE TO: _____ RESIGNATION _____ OTHER _____
COMPLETING TERM FOR: _____
ORIGINAL TERM EXPIRES: _____

(to be completed by applicant)

***MUST BE A PALM BEACH COUNTY RESIDENT**

NAME: (First/Middle Initial/Last) Iran Joel Acevedo

ADDRESS: 3892 Lake Tahoe Circle

CITY: West Palm Beach STATE: FL ZIP: 33409

PHONE #: 561-424-1393

EMAIL: joey.1941@aol.com

BUSINESS/EMPLOYER NAME: Palm Tran
OCCUPATION: Bus Operator

ADDRESS: 3201 Electronic Way

CITY: West Palm Beach STATE: FL ZIP: 33407

MAILING PREFERENCE: ☒ RESIDENCE ☐ BUSINESS

HAVE YOU EVER BEEN CONVICTED OF A FELONY: _____ YES _____ X _____ NO
(conviction of a felony is not an automatic disqualifier from appointment)

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

SECTION II - continued (to be completed by applicant)

CONTRACTUAL RELATIONSHIPS: X NONE NOT APPLICABLE/(Governmental Entity)

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.

Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? YES NO

If YES, please list:

CODE OF ETHICS TRAINING: COMPLETED DATE: 07/18/25

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. Ethics training is ongoing, and pursuant to PPM CW-P-79 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.

Training on the Palm Beach County Code of Ethics can be found on the web at:
<http://www.palmbeachcountyethics.com/training.htm>.

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.

APPLICANT'S SIGNATURE: By signing below I acknowledge that I have read, understand and agree to abide by Article XIII, The Palm Beach County Code of Ethics, and I have received the required Code of Ethics Training. By signing below, I acknowledge that I will be subject to the State of Florida and Palm Beach County Code of Ethics and the Florida Sunshine Law (Chapter 286, Florida Statutes).

(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE: [Signature] PRINTED NAME: Iran Joel Acevedo DATE: 07/18/25

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT #

COMMISSIONER'S SIGNATURE: DATE:

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: YES NO
BCC MEETING: DATE

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

Iran Joel Acevedo

3892 Lake Tahoe Circle, West Palm Beach, Florida 33409
Cell: 561-424-1393 joey.1941@aol.com

SUMMARY OF QUALIFICATIONS

Highly motivated bus operator and platform instructor with 18 years of experience in excellent driving skills, sense of direction and knowledge of defensive driving techniques. The ability to assist people from a wide range of backgrounds in a friendly and courteous manner and drive them safely to their destination. Exceptional interpersonal, communication and organizational skills. An extremely responsible and honest individual who is a dedicated employee.

EMPLOYMENT HISTORY

Bus Operator, Platform Instructor May 2009 — Present
Palm Tran, Palm Beach County
3201 Electronics Way, West Palm Beach, Florida 33407

Responsible for safely operating thirty-two fixed routes, on a forty foot bus, while transporting passengers to and from their destination, throughout Palm Beach County,

Utility Worker March 2007 - May 2009
Palm Tran, Palm Beach County
3201 Electronics Way, West Palm Beach, Florida 33407

Maintained all buses for proper engine and cooling fluids. Made sure each bus was properly cleaned and refueled. Fair boxes were emptied and properly parked for the next shift.

Bus Operator, Trainer April 2006 - August 2012
MV Transportation, Division 94
3301 Electronics Way, West Palm Beach, Florida 33407

Operated cut away buses to transport passengers with special needs throughout Palm Beach County. Trained and provided new bus operators with the proper skills to handle passengers with wheelchairs, in a safe and orderly manner. Provided new trainees with necessary skills to read and comprehend a map to reach each destination by finding the best route.

Bus Operator, Utility Worker

September 2001- April 2006

RC Services

2635 Electronics Way, West Palm Beach, Florida 33407

Transported passengers to and from their pick up and drop off locations on a daily route.

Provided maintenance for thirty vans every night, which included fueling and cleaning.

Trained new employees on the proper operation of the vehicles and the appropriate way of safely securing wheelchairs and its occupants.

EDUCATION

Edward R Murrow High School Graduate — 1993-1997 Brooklyn, New York 11230

ACCOMPLISHMENTS

United Way, Palm Beach County — Simply the Best - Joe Brennan Union Award – 2019

FPTA (Florida Public Transportation Association) - Employee of The Year - 2018 Palm Tran

Certification of Appreciation - Recognition and commitment for providing outstanding support to the employees and customers of Palm Tran — 2018 Palm Tran Employee Recognition Committee Award

Palm Tran - Customer Service Committee — Member— 2018 - present

ATU (Amalgamated Transit Union) - Executive Board Member — 2018 - present

Green Terrace Condominium Association - Financial Secretary — 2010 – 2013

ATU- Vice President-2021-2023

ATU- President/Business Agent-2023-Present

Florida Legislative Conference Board-

Vice Chair of AFLCIO - Vice President at Large

References available upon request

SECTION II - continued (to be completed by applicant)

CONTRACTUAL RELATIONSHIPS: x NONE NOT APPLICABLE/(Governmental Entity)

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.

Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? X YES NO
If YES, please list: Transportation Disadvantaged Local Coordinating Board (LCB)

CODE OF ETHICS TRAINING: COMPLETED DATE: July 23, 2025

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. Ethics training is ongoing, and pursuant to PPM CW-P-79 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.

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APPLICANT'S SIGNATURE: By signing below I acknowledge that I have read, understand and agree to abide by Article XIII, The Palm Beach County Code of Ethics, and I have received the required Code of Ethics Training. By signing below, I acknowledge that I will be subject to the State of Florida and Palm Beach County Code of Ethics and the Florida Sunshine Law (Chapter 286, Florida Statutes).

(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE: Tekesha Saffold PRINTED NAME: Tekesha Saffold DATE: 7/22/2025

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT #

COMMISSIONER'S SIGNATURE: DATE:

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: YES NO
BCC MEETING: DATE

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

TEKESHA SAFFOLD

Phone: (561) 707-4799 • Email: Tnsaffold82@gmail.com • 1309 Avenue G • Riviera Beach, FL 33404

EDUCATION

Florida Atlantic University, Boca Raton, FL
Masters Degree in Public Administration (Currently Enrolled) August 2021 - Present
Bachelor of Science in Social Work, May 2017
GPA: 3.6

Palm Beach State College, Palm Beach Gardens, FL
Associates of Arts, December 2014
Honors: Graduated Cum Laude from Florida Atlantic University

EXPERIENCE

Intake Specialist and Community Educator, **Lighthouse for the Blind of the Palm Beaches** September 2024-Present

- Provide advocacy and resource services for participants
- Facilitate outreach and community education and referrals
- Market the program by conducting brief presentations, participating in health fairs and conducting tours
- Contact and schedule prospective participants for an initial interview
- Plan, organize, and carry out social and recreational group activities for Focus Group participants including scheduling guest speakers and maintain proper documentation for reporting purposes
- Complete and track voter registrations and submit quarterly report
- Determine eligibility, enter case notes pertaining to any contact made with participant, and develop a Plan of Service

Home Management Instructor-Residential Counselor, **Colorado Center for the Blind**, Littleton, CO June 2024-Present

- Teach independent living and home management skills to adolescents in a residential setting
- Help residents to build skills and develop self-confidence and serve as a positive role model
- Provide instruction in classroom setting regarding essential home management skills including cleaning, cooking, and budgeting
- Track, write reports, and provide updates about participant’s progress to state at weekly management meetings
- Facilitate and participate in group activities including kayaking, rock climbing, and college tours

Accessibility Advisor, **Palm Beach State College**, Lake Worth, FL 2022-2023

- Provided assistance and support for Admissions and Registration in the Student Services department
- Provided specialized guidance and approved appropriate accommodations for current, new, and prospective students with disabilities
- Provided services and activities which promoted uniform accessibility to students with disabilities in compliance with state and federal regulations
- Researched, demonstrated, and recommend assistive technology tools and services to support student retention and completion
- Prepared, reviewed, and revised required reports for various internal and external requests
- Completed 40-hour UCF Coach Practitioner training program. Learned professional coaching skills and techniques for working with students
- Developed understanding and skill in philosophies, ethics, and processes of student coaching that impact student success

Student’s Representative, **Palm Beach State College**, Palm Beach Gardens, FL 2021 - 2022

- Provided assistance and support for Admissions and Registration in the Student Services department
- Complete and process application forms, entering student information into admissions/enrollment records
- Provide other clerical support functions for departmental inquiries
- Ensure safety of confidential records
- Consult and assist with concerns pertaining to individuals with disabilities

ADA Consultant, MV Transportation, Palm Beach County, FL2016- Present

- Provided consulting services through Saffold’s Consultant Service, LLC
- Advise on ADA guidelines for paratransit/mobility services
- Assisted with new hire training for fixed route bus system in Palm Beach County, and helped to establish guidelines for transit services
- Designed and conducted American Disabilities Act sensitivity training for local government
- Established support group for disabled individuals for equal access to transportation
- Work with profit and non-for-profit agencies to provide services to the disabled

Political Consultant, Campaigns of Councilman Dr. Julie Botel, Riviera Beach, FL2018 –2021

- Coordinated voter registration efforts
- Developed comprehensive campaign plan and organized voter contact resulting in election of Riviera Beach municipal officials and a Circuit Court Judge
- Conducted opinion polls to gauge voter candidate preferences
- Aided with recruitment of participants for political fundraising events including receptions
- Enhanced social media and marketing strategies via Facebook
- Conducted general office duties, responded to constituent letters and telephone concerns

LEADERSHIP EXPERIENCE

Executive Committee Member, Lighthouse for the Blind of the Palm BeachesApril 2021-August 2024

- As Secretary, involved with key decision making for organization, and signing off on meeting minutes
- Sat on Board of Directors, supporting fundraising events, and bringing in sponsorships and donations
- Assisted with Finance Committee and making financial decisions to ensure fiscal stability
- Instrumental in providing recommendations relating to programs and services

President, National Federation of the Blind of Palm Beach County2015 to 2021

- Served as President of the National Federation of the Blind from January 2015 to January 2021
- Made executive decisions, organized and chaired meetings, kept members informed
- Organized community events to provide awareness and help to educate the general public
- Instrumental in legislative initiatives related to equal opportunity for those who are blind or visually impaired
- Conducted and facilitated workshops for newly blind individuals
- Educate the public with adaptive equipment to live independently

Vice-Chair, Local Coordinating Board for Transportation Disadvantage, Palm Beach County2017-Present

- Served for several years as Vice Chair under leadership of Chelsea Reed

ACCOMPLISHMENTS

Graduate, Business Readiness Certificate Training

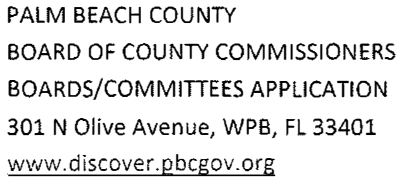
- Completed 6 week training session, acquiring tools and education geared towards entrepreneurship
- Gained knowledge of aspects of owning and operating a small business

Keynote Speaker, National Employment Disability Awareness Event, Palm Beach State CollegeOctober 2021

- Served as keynote alumni speaker for college-wide Disability Awareness Event at Palm Beach State College

SKILLS

Computer: Proficient in Microsoft Office, Jaws, Teleconferencing applications, Proficient in Mac/Apple format



*The information provided on this form will be used in considering your nomination.
(Answer "NONE" or "N/A" where appropriate.)*

APPLICANT TO COMPLETE/SUBMIT THE FOLLOWING:

- SECTION II
- CONTRACTUAL RELATIONSHIPS
- CODE OF ETHICS TRAINING
- RESUME or BIOGRAPHY

(OFFICE USE ONLY)

 X Advisory Not Advisory

Palm Tran Service Board

X AT-LARGE _____ DISTRICT # _____
REAPPOINTMENT X NEW APPOINTMENT

Oct 7, 2025	START DATE	Sept. 30, 2028	END DATE
-------------	------------	----------------	----------

3 YEARS

13

Resident of the Glades/Lake Region Area

YES X NO

RESIGNATION

**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:* _____

(to be completed by applicant)

***MUST BE A PALM BEACH COUNTY RESIDENT**

Leondrae D. Camel

STATE: FL ZIP: 33493

CITY OF SOUTH BAY

CITY MANAGER

STATE: FL ZIP: 33493

RESIDENCE X BUSINESS

YES X NO

(conviction of a felony is not an automatic disqualifier from appointment)

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

SECTION II - continued (to be completed by applicant)

CONTRACTUAL RELATIONSHIPS: NONE X NOT APPLICABLE/(Governmental Entity)

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.

Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? YES X NO
If YES, please list:

CODE OF ETHICS TRAINING: X COMPLETED DATE: 8/4/25

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. Ethics training is on-going, and pursuant to PPM CW-P-79 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.

Training on the Palm Beach County Code of Ethics can be found on the web at:
<http://www.palmbeachcountyethics.com/training.htm>.

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.

APPLICANT'S SIGNATURE: By signing below I acknowledge that I have read, understand and agree to abide by Article XIII, The Palm Beach County Code of Ethics, and I have received the required Code of Ethics Training. By signing below, I acknowledge that I will be subject to the State of Florida and Palm Beach County Code of Ethics and the Florida Sunshine Law (Chapter 286, Florida Statutes).

(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE: [Signature] PRINTED NAME: LEONDRAE D. CAMEL DATE: 8/4/25

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT #

COMMISSIONER'S SIGNATURE: DATE:

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: YES NO
BCC MEETING: DATE

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

Leondrae D. Camel



10051 Freesian Way, Wellington, FL. 33449
Phone: 561-261-3437 • Fax: 561-993-5080 • E-Mail: lcam76@aol.com

CHIEF EXECUTIVE | CITY MANAGER | STRATEGIC GOVERNMENT
LEADER

Innovative, ethical, and impact-driven public executive with 20+ years of transformative leadership in municipal administration, strategic planning, and intergovernmental affairs. Adept at aligning policy with progress, building coalitions, and executing complex initiatives that foster inclusive economic development, government transparency, and operational excellence. Trusted advisor to elected officials and regional leaders. Known for fiscal turnaround success, grant acquisition, and community-first leadership.

EXECUTIVE COMPETENCIES

- Government & Civic Leadership
- Strategic & Capital Planning
- Budget Turnaround & Financial Oversight
- Public-Private Partnerships
- Intergovernmental & Legislative Relations
- Workforce & Talent Development
- Infrastructure & Urban Redevelopment
- Organizational Change & Compliance
- Equity-Centered Policy Frameworks
- Community Engagement & Transparency

PROFESSIONAL EXPERIENCE

CITY OF SOUTH BAY, FL

City Manager | 2013 – Present

Chief Executive for the municipality; oversee all departments, operations, and personnel while driving growth, compliance, and resident satisfaction.

- Secured **\$6.6M+ in federal and state funding** for infrastructure, community initiatives, and housing rehabilitation.

- Reversed a **\$325K budget deficit**, implemented financial controls, and created a \$1.4M capital improvement fund.
- Attracted manufacturing and distribution to the Park of Commerce, advancing regional job growth.
- Reengineered internal processes, reducing general liabilities by 35% and audit costs by 50%.
- Led successful Brownfield cleanup (\$300K), demolition grants (\$375K), and HUD redevelopment of 135-unit complex.
- Spearheaded creation of a **citywide Master Plan** (85% completed in 3 years).
- Established a quarterly “Conversations With The Manager” to enhance civic dialogue and accountability.

Key Wins:

- ✓ Eliminated \$470K in state-held land debt
- ✓ Corrected 35 Inspector General deficiencies within 13 months
- ✓ Launched Senior Housing Rehab & new citizen engagement frameworks
- ✓ Instituted performance dashboards and risk frameworks across departments

CITY OF BELLE GLADE, FL

Division Manager, Youth & Family Services | 2005 – 2012

Directed strategic programming for family services, securing funding and developing new engagement initiatives.

- Raised over **\$1M in grants** to revitalize dormant programming.
- Designed job-readiness and recovery programs, achieving **90% non-recidivism** rate.
- Recognized by U.S. DOJ and Inspector General for financial compliance.
- Built coalitions with county, state, and national agencies for youth and family success.

CITY OF BELLE GLADE, FL

Planner & Zoning Administrator | 2003 – 2005

Advanced community development by managing planning, permitting, and public engagement.

- Supported the **Belle Glade Housing Renaissance**, improving housing availability.
- Oversaw land use reviews, statistical reporting, and zoning recommendations.

PALM BEACH COUNTY SCHOOLS

Certified Teacher | 2000 – 2003

Developed enrichment strategies for low-performing students; increased academic outcomes and parent engagement.

PALM BEACH COMMUNITY COLLEGE

Adjunct English Professor | 2001 – 2005

Taught adult learners and ESL students; managed writing lab to enhance communication skills.

EDUCATION & CERTIFICATIONS

Master of Public Administration (MPA) – Walden University

B.S., Public Administration – Barry University

B.S., Elementary Education – Florida A&M University

Executive Grant Management Program – University of Miami

FEMA National Incident Management System (NIMS) Certified

GOVERNANCE & PROFESSIONAL LEADERSHIP

- **Board of Directors**, Palm Beach County League of Cities
- **Transportation Committee**, Palm Beach County League of Cities
- **Member**, Palm Beach County City Management Association
- **Member**, National League of Cities: FAIR Committee & REAL Committee
- **Candidate**, International City/County Management Association (ICMA)
- **Member**, National & Florida Educators Associations
- **Advisory Board**, First Tee of the Glades
- **Member**, Alpha Phi Alpha Fraternity, Inc.
- **Member**, Science Engineering Consortium of Minority Education

COMPENSATION HISTORY

- **City Manager**, South Bay | \$80,000 → **\$155,000+**
- **Division Manager**, Belle Glade | \$47,500 → \$60,500
- **Planning/Zoning Administrator**, Belle Glade | \$35,000 → \$37,800
- **Teacher**, Palm Beach County Schools | \$36,750 → \$39,675

RESOLUTION NO. R-2015- 0893

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 8. Terms -

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

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

c. Notwithstanding anything contained herein, a member's appointment shall terminate and the member shall be automatically removed, with or without the action of the Board of County Commissioners, for lack of attendance. Lack of attendance is defined as a failure to attend three (3) consecutive meetings or a failure to attend more than one-half (½) of the meetings scheduled during a calendar year. Participation for less than three-fourths (¾) of a meeting shall be the same as a failure to attend a meeting. Members removed pursuant to this paragraph shall not continue to serve on the PTSB and such removal shall create a vacancy.

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

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

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

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

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

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

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

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

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

- 1. Paratransit
- 2. Planning

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

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

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

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

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

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

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

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

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

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

Section 11. PTSB Actions -

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

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

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

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

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

ATTACHMENT 1

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

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

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

Section 14. Quorum and Meetings -

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

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

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

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

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

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

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

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

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

ATTACHMENT 1

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

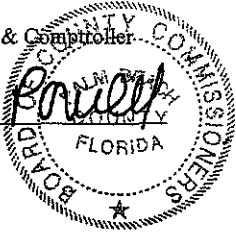
Commissioner Shelley Vana, Mayor	-	<u>Aye</u>
Commissioner Mary Lou Berger, Vice Mayor	-	<u>Aye</u>
Commissioner Hal R. Valeche	-	<u>Aye</u>
Commissioner Paulette Burdick	-	<u>Aye</u>
Commissioner Steven L. Abrams	-	<u>Aye</u>
Commissioner Melissa McKinlay	-	<u>Aye</u>
Commissioner Priscilla A. Taylor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

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

Palm Beach County, Florida by its
Board of County Commissioners

Sharon R. Bock, Clerk & Comptroller

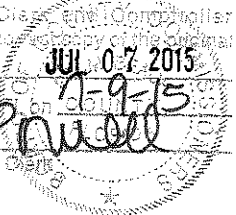
By: Tracey Powell
Deputy Clerk



Approved as to Form and
Legal Sufficiency

By: [Signature]
County Attorney

STATE OF FLORIDA, COUNTY OF PALM BEACH
I, SHARON R. BOCK, Clerk and Comptroller
certify this to be a true and correct copy of the Original
filed in my office on JUL 07 2015
dated at West Palm Beach, FL on 7-9-15
By: Tracey Powell
Deputy Clerk



Palm Tran Service Board (PTSB)



About the Palm Tran Service Board (PTSB)

- Formed by BCC Resolution No. R-2015-0893
- Acts as an advisory board to the Board of County Commissioners
- Has approving authority of the route changes greater than 25 percent
- Comprised of 13 members of the community
- Members are appointed by the county commissioners
- May serve three terms of three years



Carmencita Mitchell, Chair

Chair, Palm Tran Service Board



Joey Acevedo, Vice Chair

Vice Chair, Palm Tran Service Board



Carolyn Hmara

Member, Palm Tran Service Board



Kerry Rawn

Member, Palm Tran Service Board



Selva Selvendran

Member, Palm Tran Service Board



KaShamba Miller-Anderson

Member, Palm Tran Service Board



Jim Gibbs

Member, Palm Tran Service Board



Donte Mickens

Member, Palm Tran Service Board



Frank Stanzione

Member, Palm Tran Service Board



Vacant

Member, Palm Tran Service Board



Tricia Mischler

Member, Palm Tran Service Board



Dennis Martin

Member, Palm Tran Service Board



Tammy Jackson-Moore

Member, Palm Tran Service Board