

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date: November 4, 2025

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

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the reappointment of one (1) member to the Homeless Advisory Board (HAB), effective November 4, 2025 through September 30, 2028.

Seat No.	Appointment	Seat Requirement	Recommended By
4	Isis Williams	Florida Department of Children and Families	Recommended by the Florida Department of Children and Families

Summary: On May 1, 2007, the Board of County Commissioners (BCC) established the HAB to develop the Ten-Year Plan to End Homelessness in Palm Beach County (County). Per Resolution R2016-0038, the HAB was designated as an advisory board. Its responsibilities include gathering community input, overseeing the implementation of the Leading the Way Home plan, tracking progress toward plan goals, providing information about the needs and other factors affecting the plan’s implementation, identifying roadblocks to program execution, and recommending corrective measures to the BCC.

The U.S. Department of Housing and Urban Development (HUD) recommends that recipients of Continuum of Care (CoC) funds comply with the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), and 24 CFR Part 578. The CoC provides funding for the operation and maintenance of Safe Havens, transitional housing, and permanent supportive housing.

Per Resolution R2016-0038, the total membership for the HAB shall not exceed 14 At-Large members, representing a range of sectors including government, business, service providers, law enforcement, advocates, education, faith-based, and individuals or families with lived experience of homelessness. One member is to be recommended by the Florida Department of Children and Families (DCF). DCF has recommended Ms. Isis Williams, who serves as the Community Development Administrator for the Southeast Region. Ms. Williams has expressed interest in continuing to serve. There are currently 13 seats filled. Countywide (JBR)

Background and Justification: On January 7, 2020, the BCC formally adopted the Leading the Way Home plan to end and prevent homelessness. The HAB is focused on implementing this plan. The HAB promotes collaboration among governmental agencies, community-based agencies, non-profit organizations, and business stakeholders. The Division of Human Services provides staff support.

- Attachments:
- 1. Boards/Committees Application and Resume
 - 2. HAB Member Category and Seat Number
 - 3. Resolution No. R2016-0038

Recommended By:	DocuSigned by: Tanura Mallotra 14395410171048C...	10/8/2025
	Department Director	Date
Legal Sufficiency:	14395410171048C...	10/8/2025
	Assistant County Attorney	Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director



BOARDS/COMMITTEES APPLICATION

The information provided on this form will be used in considering your nomination.

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

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

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: Homeless Advisory Board

TYPE OF APPOINTMENT: ☒ AT-LARGE ☐ DISTRICT #

☒ REAPPOINTMENT ☐ NEW APPOINTMENT

TERM: 11/4/25 START DATE 9/30/2028 END DATE

LENGTH OF TERM: 3 YEARS

SEAT #: 4

SEAT REQUIREMENT: Florida Department of Children and Families PBC resident

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) Isis Diana Williams

ADDRESS: 768 Imperial Lake Road

CITY: West Palm Beach STATE: FL ZIP: 33413

PHONE #: 561-335-9089

EMAIL: Isis.Williams@myflfamilies.com

BUSINESS/EMPLOYER NAME: Department of Children and Families

OCCUPATION: Community Development Administrator

ADDRESS: 111 S. Sapodilla Ave

CITY: West Palm Beach STATE: FL ZIP: 33401

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:

Professional Summary

Highly organized professional with over 17 years of progressive experience in social services, state government, child welfare, community development, and human resources. Proven expertise in leadership, policy compliance, inter-agency collaboration, and community engagement. Recognized for driving strategic partnerships, improving service delivery, and leading multidisciplinary teams. Seeking a client-focused leadership position where I can leverage my educational and professional background to contribute to organizational success.

Education

Florida Atlantic University (FAU), FL
Bachelor of Science – Criminal Justice | 2019 – 2022
Mercy College, NY
Master of Science – Psychology (30 credits completed) | 2011 – 2013
Bachelor of Science – Psychology | 2009 – 2011
Lynchburg College, VA
Pre-Law, Political Science/Philosophy – 100 credits completed | 2006 – 2008

Core Competencies

Strategic Community Engagement
Child Welfare & Protective Services
HR Compliance & Labor Relations
Cross-Agency Collaboration
Case Management & Crisis Intervention
Program Development
Staff Supervision & Training
ADA & FMLA Compliance
Court Testimony & Legal Documentation
Mental Health & Disability Services

Professional Experience

Florida Department of Children and Families, FL
Various Roles | Jan 2015 – Present

Circuit Community Development Administrator | Oct 2023 – Present

- Serves as an active member of the Region’s Executive Management Team to develop strategic partnerships.
- Serves as the Department’s focal point within the Circuit, to develop and maintain community partnerships with key community stakeholders, faith-based organizations, private sector businesses and funders, including in-kind donors and volunteer services, including city and county government.
- Lead cross-agency collaborations to improve service delivery and continuity of care.
- Establish local protocols with school systems and ACCESS programs to enhance education and public access.
- Manage interagency relations including DJJ, law enforcement, and Adult Services.
- Handle circuit-wide special projects as directed by the Family Well-Being Director.

Human Resources Analyst | Jan 2018 – Oct 2023

- Oversaw employee relations for six program entities.
- Conducted investigations and managed grievances, corrective actions, and compliance issues.
- Guided ADA accommodations, FMLA practices, onboarding, and offboarding processes.
- Collaborated with Civil Rights Office and conducted internal/external training.
- Organizing and updating employee and former employee's personnel files.
- Track the Performance Management System to review and work with supervisors around employee’s performance, including the development of Corrective Action Plans

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- Engaging in reviewing compliance of work process flows, and Standard Operating Procedures.
- Working closely with the Business Partner on special projects and perform other duties as assigned.

Child Protective Investigator Supervisor | May 2016 – Jan 2018

- Supervised CPI staff ensuring timely and accurate documentation and interventions.
- Conducted training and performance evaluations.
- Oversaw safety assessments and court proceedings as needed.
- Complete Trainings, meetings and staffing to enhance supervisory and investigative skills.
- Guide investigators in understanding family dynamics, challenges, and solutions; identifying needs to determine the level of intervention needed.
- Guide and support investigators in determining safety assessments and what appropriate actions to take in accordance with the state's safety methodology.
- Testify in court to accurately relate the circumstances of cases investigated.

Senior Child Protective Investigator | Nov 2015 – May 2016

- Acted as unit lead in supervisor absence.
- Supported onboarding and mentoring of new CPIs.
- Managed complex child abuse investigations and developed safety plans.
- Works closely with law enforcement and collect as well as analysis of criminal, past service history and other records.
- Engages families to understand the family dynamics, to determines the level of intervention.
- Establishes and maintains cooperative and professional working relationships with organizations and other agencies involved with child protective investigations.

Child Protective Investigator | Jan 2015 – Nov 2015

- Conducted child abuse/neglect investigations and developed safety/risk assessments.
- Collaborated with law enforcement and coordinated emergency placements.
- Engages families to understand the family's perspectives; identify family needs and determine the level of intervention needed to include voluntary services or court ordered dependency services.

Search for Change, White Plains, NY

Residential Counselor | Nov 2008 – Nov 2014

- Supported clients with mental illness and co-occurring disorders in Level II congregate care facility.
- Created service plans and ensured medication adherence.
- Provided transportation and life skills support.
- Deliver Medicaid-reimbursable restorative services that are directly related to the achievement of the client's independent living goals.

NADAP, Manhattan/Queens, NY

Care Coordinator / Case Manager | Sep 2013 – Dec 2013

- Managed care plans for clients with chronic medical/behavioral health issues.
- Maintained clinical documentation and coordinated with health/legal systems.
- Conduct telephonic and face-to-face outreach, assessment, intake, monitoring, service planning, and crisis intervention for clients living with multiple chronic medical and/or behavioral health conditions.
- Participate in multi-disciplinary meeting and planning for both medical, mental health and substance abuse client care.

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New Era Veterans, Inc., Bronx, NY

Case Manager Supervisor / Grievance Committee Chair | May 2011 ~ Jul 2013

- Supervised case managers for 164 veteran clients with mental illness, substance abuse, and housing needs.
- Chaired grievance committee and led psychoeducational groups.
- Coordinated intake and facilitated DHS/DMH compliance.
- Complete case manager assessments and progress notes assessment for goal targets and objectives outline by DHS (Dept. of Homeless Services) and DMH (Dept. of Mental Health).
- Primary liaison with internal and external referral sources (hospitals, community agencies, crisis system, corrections, family, and other community partners).
- Conduct interviews/training for new hire as well as intake screening/interviews for potential clients.

Community Living Corp, Mount Kisco, NY

Direct Care Worker | Jun 2008 ~ Oct 2009

- Assisted individuals with intellectual and developmental disabilities in daily living.
- Supported medical appointments, hygiene, and documentation of care plans.
- Assist and teach residents daily life skills needed for group and community living.
- Document resident's progress and report to supervisor
- Assist with vital sign monitor and medication administration.
- Ongoing safety trainings.

References provided upon request.

Homeless Advisory Board Member Category and Seat Number

Seat Number	Name of Member	Seat Requirement
1	Bobby Powell, Jr., PBC Commissioner	Palm Beach County Commissioner
2	Rodney Thomas, Captain, PBSO	Palm Beach County Law Enforcement Official (Recommended by Law Enforcement Planning Council)
3	Erica Whitfield, School Board Member	Palm Beach County School District Board Member or Senior Staff rep. (Recommended by School District of PBC.)
4	Isis Williams Community Development Administrator	Florida Department of Children and Families (Recommended by Florida Department of Children and Families.)
5	Shalonda Warren, Commissioner, WPB	PBC League of Cities (Recommended by League of Cities)
6	Karen Abbott, Homeless Services Section Chief	VA Medical Center Rep. (Recommended by Veterans Administration Medical Center)
7	Vacant	Rep of The Homeless Coalition (Recommended by the Homeless Coalition)
8	Cristina Lucier, Homeless and Housing Alliance President	Homeless Services Provider Representative (Recommended by the Executive Committee of the Homeless and Housing Alliance)
9	Elizama Goertzen, Business Representative	Business Community Rep. (Recommended by the Economic Development Council)
10	Joseph Nieves, Lived Experience	Formerly Homeless Individual or Family Rep. (Recommended by Homeless and Housing Alliance)
11	Carol Jones-Gilbert, Exec. Director PBC Housing Authority	Housing Authority Rep. (Recommended by PBC Community Service)
12	Ezra Krieg, Interfaith Committee for Social Services	Faith-Based Community Rep. (Recommended by PBC Community Service)
13	Alicia Reno, SEFBHN	South East Florida Behavioral Health Network, Inc. (Recommended by PBC Community Services)
14	Vacant	Business

RESOLUTION NO. R2016 - 0038

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

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

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

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

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

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

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

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

REPEAL AND REPLACEMENT

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

SECTION 1: ESTABLISHMENT OF THE HOMELESS ADVISORY BOARD

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

SECTION 2: COMPOSITION

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

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

SECTION 3: APPOINTMENTS, TERMS, AND VACANCIES

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

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

SECTION 4: ROLES AND RESPONSIBILITIES

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

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

SECTION 5: MEETINGS

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

SECTION 6: OFFICERS

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

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

SECTION 7: REMOVAL FOR LACK OF ATTENDANCE

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

SECTION 8: RESIDENCY REQUIREMENTS

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

SECTION 9: ANNUAL NARRATIVE REPORT

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

SECTION 10: SUNSHINE LAW AND STATE CODE OF ETHICS

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

SECTION 11: PALM BEACH COUNTY CODE OF ETHICS

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

**SECTION 12: TRAVEL EXPENSES, REIMBURSEMENT
AND APPROVAL AUTHORITY**

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

SECTION 13: CONDUCT OF MEETING

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

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

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

SECTION 15: EFFECTIVE DATE

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

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

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

The Mayor thereupon declared the Resolution duly passed and adopted this 26th day of January, 2016.

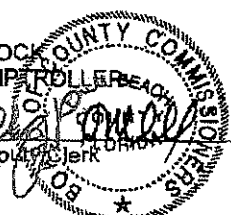
APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

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

ATTEST:

SHARON R. BOCK
CLERK & COMPTROLLER

BY: Sharon R. Bock
Deputy Clerk



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Recommended By: _____
Department Director Date

Legal Sufficiency: _____
Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director