

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY

Meeting Date:	September 15, 2026
Department:	Planning, Zoning & Building
Submitted By:	Contractor Regulations Section
At Large Board Name:	Construction Industry Licensing Board

I. EXECUTIVE BRIEF

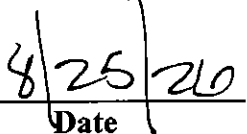
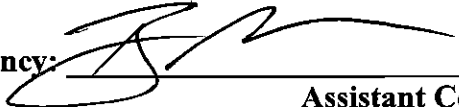
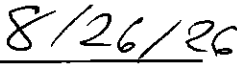
Motion and Title: **Staff recommends motion to approve:** the appointment of one (1) member to the Construction Industry Licensing Board (CILB) for the term of September 15, 2026 through September 14, 2029:

<u>Appointment</u>	<u>Seat #</u>	<u>Requirement</u>	<u>Recommended by</u>
Sana Charania	13	Consumer	Commissioner Weiss

Summary: The CILB establishes qualifications and competence of contractors that work within the County. The CILB also provides for the testing and licensing of these contractors, and is empowered to discipline licensees, and hear citation appeals. The CILB was established by Special Act, Laws of Florida, Chapter 67-1876, as amended. The Special Act and, subsequently, Section 489.131, Florida Statutes sets forth the membership of the CILB, which consists of 15 members. The membership of the CILB shall be comprised of two (2) general contractors, and one (1) member of the following categories: building, residential, electrical, plumbing, HARV roofing, swimming pool, architect, engineer, and building official. Correspondences requesting support of the candidates were sent to the Board of County Commissioners (BCC) on August 7, 2026. The CILB currently has 13 out of 15 seats filled.
Countywide (RM)

Background and Justification: The membership of the CILB consists of two (2) general contractors, and one (1) member of the following categories: building, residential, electrical, plumbing, HARV roofing, swimming pool, architect, engineer, and building official. In addition, Section 489.131, Florida Statutes requires that we have three (3) Consumer Representatives. The CILB establishes qualifications and competency of contractors that work within the County. The CILB also provides for the testing and licensing of these contractors and is empowered to discipline licenses.

- Attachments:**
- 1. Boards/Committees Application/Resume
 - 2. Correspondences to the Board of County Commissioners
 - 3. Special Act (excerpt regarding membership composition)
 - 4. Current Membership List

Recommended by:		
	Department Director	Date
Legal Sufficiency:		
	Assistant County Attorney	Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director



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: Construction Industry Licensing Board
TYPE OF APPOINTMENT: AT-LARGE ☒ DISTRICT #
REAPPOINTMENT ☒ NEW APPOINTMENT
TERM: 2026 START DATE 2029 END DATE
LENGTH OF TERM: 3 YEARS
SEAT #: 15
SEAT REQUIREMENT: consumer

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) sana charania
ADDRESS: 16840 98th way n
CITY: jupiter STATE: fl ZIP: 33478
PHONE #: 8179393480
EMAIL: sanancharanian@gmail.com

BUSINESS/EMPLOYER NAME: N/A
OCCUPATION: N/A
ADDRESS: 16840 98th Way N
CITY: Jupiter STATE: FL ZIP: 33478
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:

CONTRACTUAL RELATIONSHIPS:	x	NONE	NOT APPLICABLE/(Governmental Entity)
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<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Service</u>	<u>Term</u>
Example: (R#)XX-XX/PO XX	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100

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

If YES, please list:

SIGNATURE:  PRINTED NAME: sana charania DATE: 07/29/2026

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

District 2
Comm.
Weiss

SECTION II - continued (to be completed by applicant)

CONTRACTUAL RELATIONSHIPS: ☒ 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: (BSCX-JCX/PO JCX)	Public & 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: 07/29/2025

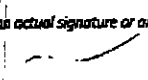
All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Ethics training is ongoing, and pursuant to PPM CW-R-79 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 122, 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.palmbeachcountynvetrics.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.palmbeachcountyesethics.com or contact us via email at ethics@palmbeachcountyesethics.com or (561) 733-0724.

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: sans charania DATE: 07/29/2025

SECTION III - COMMISSIONER (OFFICE USE ONLY)

COMMISSIONER'S SIGNATURE:

DISTRICT # 2
 DATE: 8/10/20

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: ☐ YES ☐ NO

CONTRACTUAL RELATIONSHIPS:	x	NONE	NOT APPLICABLE/(Governmental Entity)
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<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Service</u>	<u>Term</u>
Example: (R/RX-XX/PO XX)	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100
_____	_____	_____	_____
_____	_____	_____	_____

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

If YES, please list:

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



Honesty - Integrity - Character

**PALM BEACH COUNTY
CODE OF ETHICS
TRAINING ACKNOWLEDGMENT**

Legal Name: sana charania (Please print clearly)

Employee Identification Number: _____

Agency/Municipality: palm beach county Dept/Board: CILB

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

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

AND

Have completed additional training by viewing one of the following:

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

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

☐ A live presentation given on _____, 20__.

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

(Legal Signature)

07/29/2026

(Date)

Advisory Board Members: Submit signed forms to Appropriate Advisory Board Representative

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

300 North Dixie Highway, Suite 450, West Palm Beach, FL 33401

PHONE: 561.355-1915 FAX: 561.355-1904

Hotline: 877.766.5920 Website: www.palmbeachcountyethics.com

SANA CHARANIA, MPH

My experience as a public servant in the federal government has strengthened my commitment to ensuring public safety through accountability. I am motivated by my firsthand experience with navigating the consequences of contractor misconduct. I am dedicated to representing Florida homeowners with fairness, and objectivity while supporting a licensing process that promotes strong professional standards.

PROFESSIONAL EXPERIENCE

United States Department of Health and Human Services Epidemiologist, Centers for Disease Control and Prevention <i>National Center for Injury Prevention and Control</i> <i>National Center on Birth Defects and Developmental Disabilities</i> <i>Division of Emergency Operations</i>	Atlanta, GA <i>September 2016 -August 2025</i>
-Served in multiple public service leadership roles supporting federal programs, data oversight, regulatory compliance, and evidence-based decision-making.	
-Managed federally funded programs and monitored state and territorial partners to ensure adherence to grant requirements, performance standards, and data quality expectations.	
-Developed data management frameworks, evaluated program performance, and implemented improvement plans to strengthen accountability and operational effectiveness.	
-Oversaw 52 state and territorial data systems, evaluating program outputs and supporting consistent implementation of national standards.	
-Analyzed complex datasets and developed reports, briefings, and recommendations used by government officials and policymakers to inform public decision-making.	
-Led national survey initiatives and collaborated with domestic and international partners to strengthen data collection, quality assurance, and program outcomes.	
-Supported emergency response operations by synthesizing surveillance data, improving data reporting processes, and providing timely situational reports to federal leadership in The White House	

SERVICE, LEADERSHIP & PROFESSIONAL CONTRIBUTIONS

-Served in leadership roles with the CDC Employee Association of Emory Alumni, including President, Vice President, Social Committee Chair, and Member at Large (2018–2023)	
-Appointed to CDC advisory and leadership groups, including the Division of Violence Prevention Advisory Board, Statistical Advisory Group Professional Development and Career Awards Committee, and division culture and climate initiatives.	
-Presented research findings at national professional conferences, including the Early Hearing Detection and Intervention Conference, Conference on Statistical Practice, American Academy of Child and Adolescent Psychiatry, Society of Pediatric and Perinatal Epidemiology, and CDC professional forums.	
-Author/co-author of over a dozen peer-reviewed publications focused on public health surveillance, data analysis, and evidence-based program improvement.	
-Recipient of professional recognition including a Shepard Award Nomination (2023), American Statistical Association John J. Bartko Award (2019), SAS Global Forum New SAS Professional Award (2019), and Global Health Institute and Global Field Experience Scholar awards.	

EDUCATION

Emory University <i>Master of Public Health in Global Epidemiology</i> <i>Bachelor of Arts in Anthropology; Minor in Global Health, Culture and Society</i>	Atlanta, GA <i>May 2018</i> <i>May 2016</i>
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Special Act, Chapter 67-1876. Laws of Florida as amended

Board Member Qualifications**Section 3. Construction Industry Licensing Board of Palm Beach County, organization, meetings, powers, duties. —**

- (A.) The Construction Industry Licensing Board of Palm Beach County is hereby created and composed of the following: two general contractors, one contractor who is primarily engaged in the business of furnishing those services to which a building contractor is limited, one contractor who is primarily engaged in the business of furnishing those services to which a residential contractor is limited, one electrical contractor, one plumbing contractor, one HARV contractor, one roofing contractor, one swimming pool contractor, one architect, one engineer, and one full-time building official, employed by a local government within Palm Beach County who meets the requirements of the Building Officials Association of Florida. All members of the Board shall be appointed by the Palm Beach County Board of County Commissioners.
- (B.) To be eligible for appointment each contractor member shall be:
- (1) Actively engaged in the construction business in Palm Beach County and have held a certificate of competency in his name and have been so engaged for a period of not less than 5 consecutive years immediately before the date of his appointment, and be a resident of Palm Beach County. The architect and engineer member shall be licensed in the State of Florida and be a resident of Palm Beach County.
 - (2) Each member of the Board except the Building Official shall hold a valid certificate issued by this Board or the state of Florida in addition to having the qualifications required in subsection (B) (1) above.
 - (3) In the event that any member of the Board no longer possesses the qualifications required in subsection (B) (1) and (B) (2) above, said member may be suspended or removed as a member of the Board upon a majority vote. If a member fails to attend three successive, regular scheduled meetings, he may be removed by a majority vote of the Board.
- (C.) All terms of office expire on September 30 of the last year of the term. As the terms of members expire, the Board of County Commissioners shall appoint a member to fill the vacancy for a term of 3 years, but no member shall serve for more than two consecutive terms but may be reappointed after a three (3) year hiatus. Vacancies in the membership of the board for any cause shall be filled by the Board of County Commissioners for the balance of the unexpired term.



Board Member Qualifications

Florida Statutes 489.131 Applicability:

- (10) No municipal or county government may issue any certificate of competency or license for any contractor defined in s. 489.105(3)(a)-(o) after July 1, 1993, unless such local government exercises disciplinary control and oversight over such locally licensed contractors, including forwarding a recommended order in each action to the board as provided in subsection (7).

Each local board that licenses and disciplines contractors must have at least two consumer representatives on that board. If the board has seven or more members, at least three of those members must be consumer representatives. The consumer representative may be any resident of the local jurisdiction who is not and has never been, a member or practitioner of a profession regulated by the board or a member of any closely related profession. (7/1/93)

Board of County Commissioners:

Urges all associations to join Palm Beach County in encouraging diversity in your Board nominations. Diverse representation in our Board appointments is key to promoting a wider variety of perspectives and approaches to policy development, strategic planning, and regulatory implementation for our citizens. (11/5/09)

Industry Trade	Seat	Requirements		
		Must be a Resident of Palm Beach County	Actively engaged in construction for 5 consecutive years prior to seat assignment	Hold a State of Florida license or a CILB issued license.
General Contractor	3,5	√	√	State/CILB
Residential Contractor	6	√	√	State/CILB
Building Contractor	11	√	√	State/CILB
HARV Contractor	1	√	√	State/CILB
Electrical Contractor	2	√	√	State/CILB
Plumbing Contractor	8	√	√	State/CILB
Roofing Contractor	4	√	√	State/CILB
Swimming Pool Contractor	10	√	√	State/CILB
Building Official	7	√	√	State
Engineer	9	√	√	State
Architect	12	√	√	State
Consumer Representative	13,14,15	√	Nothing Construction Related	Nothing Construction Related

2025-2026

Construction Industry Licensing Board of Palm Beach County - Members

Richard Kaplan, Chairman – Seat 8		Jim Pickard, Vice Chairman – Seat 1	
James L Pickard– C/M HARV Contractor #CAC-1817971-2014 CMI Air Conditioning and Electrical 202 Old Dixie Highway Lake Park, FL 33403 jim@cmiac.com	2024-2027 844-1004 B Seat #1	Jeff Remas- C/M Building Official #BU-2134 Town of Highland Beach 3616 S. Ocean Boulevard Highland Beach, FL 33487 bco@highlandbeach.us	2023/26-E (561) 278-4540 B Seat #
Damaris Guardado H/F Electrical Contractor #EC-13007236 DRG Electric 302 North L Street Lake Worth Beach FL, 33460 Damaris@drgelectric.com	2022/27-E (561)-574-7590 B Seat #2	Richard L. Kaplan-C/M Plumbing Contractor #CFC-1427435-2007 Wright Brothers Contracting Services, Inc. 6715 White Dr. Riviera Beach, FL 33407 thesouthernplumber@gmail.com	2024/27-E (561) 441-4002 B Seat #
Jerry E. Wilson –C/M General Contractor #CGC-1523128-2015 Bespoke Design & Consulting 765 Hibiscus Ave Juno Beach, FL 33408 jw@bespokei3.com	2022/25-E (561)-512-6376 B Seat #3	Engineer 	 Seat #9
Pete Dzenutis- C/M Roofing Contractor # CCC-044891 P.O Box 13148 North Palm Beach, FL 33408	2025/27 (561)-444-0892 Seat #4	James W. Stevens-C/M Swimming Pool Contractor #U-19340 Crystal Blue Pools Inc. 6884 152 nd Dr. N Palm Beach Gardens, FL 33418 Jwstevens.pro@gmail.com	2024/26 E (561) 309-6424 B Seat #10
Allen R. Gast– C/M General Contractor #CGC- 1509208-2005 Gast Construction Group Inc 333 Southern Blvd, Unit 102 West Palm Beach, FL 33405 allen@gastconstructiongroup.com	2026/29 (561)-281-1001 B Seat #5	Jim Auld – C/M Building Contractor #CBC-047611-2004 OHLA Building Executive 9675 NW 117 th Ave, Suite 108 Miami, FL 33178 Jauld.builder@gmail.com	2022/25-E (786) 418-3740 B Seat #11
Frank Coppola Residential Contractor CBC # 1263158 Coppola Brothers LLC 6061 Gun Club Road West Palm Beach, Fl, 33415 F.Coppola@CoppolaBrothersLLC.com	2026-2029 (908) 391-8809 Seat #6	Connor Peede Architect Alexis Knight Architects 100 NE 6 th Street, Suite 102 Boynton Beach FL 33435 cpeede@akarchitectsinc.com	2024/27 (561) 379-3095 Seat #12

Naomi Stevenson <u>Consumer</u>	2024-2027 561-719-6532 B		
1142 Water Tower Road <u>Lake park, Fl 33403</u> <u>nstevenson@maschmeyer.com</u>	Seat #14		