

[X] Consent [] Regular
[] Ordinance [] Public Hearing

Department

Submitted by: Community Services

Submitted for: Community Action Program

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the reappointment of one (1) new at-large member to the Community Action Advisory Board (CAAB), for the term of October 6, 2026 through September 30, 2029:

Seat No.:

2

Nominee:

Angela Burns

Seat Requirement:

Public Sector

Nominated By:

Commissioner Maria Sachs
Commissioner Gregg Weiss

Summary: The Community Services Block Grant (CSBG) Act, as amended in 1998, requires the establishment of a CAAB, which participates in the planning, implementation, and evaluation of CSBG programs to serve low-income communities. The Community Action Programs (CAPs) were created through the Economic Opportunity Act of 1964, on the premise that local citizens are the most knowledgeable and best equipped to address poverty-related challenges in their given communities.

Pursuant to Resolutions R2018-0372 and R2014-0588, the CAAB is composed of up to 15 members and is organized as a federally required tripartite board. The membership includes at least one-third public officials appointed by the Board of County Commissioners (BCC), at least one-third private sector representatives recommended by the CAAB, and at least one-third low-income community representatives selected through a democratic process within the targeted neighborhoods.

The Florida Department of Commerce (FDOC) is the primary conduit to receive and disperse CSBG funds to the local CAP. The CAP provides services, assistance, and other activities of sufficient scope and size to support low-income individuals and families throughout Palm Beach County (County). These efforts foster progress towards the elimination of poverty and its causes by developing employment opportunities, improving human performance, motivation, and productivity, and bettering the conditions under which people live, learn, and work. Ms. Burns is a Commissioner for the City of Delray and has expressed an interest in continuing to serve as a member of the CAAB. Currently, 13 of the 15 seats on the CAAB are filled. Countywide (RS)

Background and Justification: The BCC first created a CAAB in 1974. The CAAB remains in place to qualify the County to receive CSBG funds. CAAB members fully participate in the planning, implementation, and evaluation of CSBG programs to serve low-income communities.

Attachments:

1. Board/Committee Application and Resume
2. Inventory of Seats List
3. Resolution R2018-0372

Recommended by:

Department Director

Date _____

Approved by:

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)

X

Advisory

Not Advisory

BOARD/COMMITTEE NAME:

Community Action Advisory Board

TYPE OF APPOINTMENT:

X

AT-LARGE

DISTRICT #

X

REAPPOINTMENT

NEW APPOINTMENT

TERM:

10/6/2026

START DATE

9/30/2029

END DATE

LENGTH OF TERM:

3

YEARS

SEAT #:

2

SEAT REQUIREMENT:

PBC Resident

Public Sector

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:

SECTION II

(to be completed by applicant)

*MUST BE A PALM BEACH COUNTY RESIDENT

NAME: (First/Middle Initial/Last)

Angela D Burns

ADDRESS:

2578 Lake Iola Rd

CITY:

Delray Beach

STATE:

FL

ZIP:

33444

PHONE #:

561-271-0267

EMAIL:

Burns@mydelraybeach.com

BUSINESS/EMPLOYER NAME:

City of Delray Beach

OCCUPATION:

Commissioner

ADDRESS:

100 N.W. 1st Ave

CITY:

Delray Beach

STATE:

FL

ZIP:

33445

MAILING PREFERENCE:

RESIDENCE

X

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 X NO
If YES, please list:

CODE OF ETHICS TRAINING: X COMPLETED DATE: 7/28/2026

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: Signed by: Angela Burns 3744876223454A5... PRINTED NAME: Angela Burns DATE: 7/21/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # 5

COMMISSIONER'S SIGNATURE: DATE: 8/11/26

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.

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

SIGNATURE: Signed by: Angela Burns 374676223454AS... PRINTED NAME: Angela Burns DATE: 7/21/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # 2

COMMISSIONER'S SIGNATURE: [Signature] DATE: 8/18/26

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.

Angela Burns

2578 Lake Ida Road
Delray Beach, Florida 33445
561-945-6114
burns@mydelraybeach.com

To bring my years of classroom expertise to provide quality instruction that encourages critical thinking and inspires students to reach their academic goals. Additionally, to collaborate with colleagues, administrators, parents, and other stakeholders to ensure the best educational outcomes for all students.

Education

2004-2006
Bachelor of Elementary Education
2010-2012
Doctorial Studies
Nova Southeastern University

1974-1979
Bachelor of Elementary Education
Bethune-Cookman College
Daytona Beach, Fl

SKILLS

LEADERSHIP	LIFELONG LEARNING
ORGANIZATION	CREATIVITY
ACTIVE LISTENING	PROBLEM SOLVIN
COLLABORATION	

EXPERIENCE

March 2023 - Current
City Commissioner, City of Delray Beach
Oversee the running of local government, collaborating with fellow commissioners in meetings to develop and enact policies and ordinances for the city.

August 2021-May 2022
Middle School Intensive Reading Instructor
Village Academy School, Delray Beach, Fl
Provided small group intensive reading instruction to students performing in the lowest 25% on state required assessments and curriculum results.

August 2000-May 2021
Classroom Teacher, Instructional Support Team Leader, Elementary Reading Interventionist
Classroom instruction for regular education students in grades 3rd – 6th. Provided direct assistance to teachers in areas of reading education while working directly with principal and staff to meet school objectives identified through the school improvement process. Provides small group reading instruction to elementary aged students performing below grade level.

August 1990 – May 2000
Verde Elementary School-Hammock Pointe Elementary, Boca Raton, Fl
Classroom Teacher -Primary

**PALM BEACH COUNTY
COMMUNITY ACTION ADVISORY BOARD
COMMITTEE AND OFFICERS ROSTER 2026**

Attachment 2

Seat #	NAME	SECTOR	Committee Name	Exp. Date
1	Jezabel Maisonet CHW On Demand 4327 Hernden Dr. Lake Worth, Florida 33461	PUBLIC SECTOR		09/20/2028
2	Angela Burns City of Delray Beach 100 NW 1st Ave Delray Beach, FL 33444	PUBLIC SECTOR	Strategic Planning	09/30/2027
3	Diane Lewis Feeding Hope Village 3437 Avenue O Riviera Beach, FL 33404	PUBLIC SECTOR	Event Planning	09/30/2027
4	Betty Resch City of Lake Worth Beach 207 South L St Lake Worth Beach, FL 33460	PUBLIC SECTOR		09/30/2027
5	Karen Lythgoe Town of Lantana, Mayor 500 Greynolds Circle Lantana, FL 33462	PUBLIC SECTOR		09/30/2028
6*	VACANT	PRIVATE SECTOR Jobs/ Career Planning		
7	Linda Williams Palm Beach State College 4200 S. Congress Avenue Lake Worth Beach, FL 33461	PRIVATE SECTOR - Education	Strategic Planning	09/30/2028
8*	VACANT	PRIVATE SECTOR - Finance		
9	Carol Jones-Gilbert Palm Beach County Housing Authority 3333 Forest Hill Blvd. West Palm Beach, FL 33406	PRIVATE SECTOR - Housing	Strategic Planning/ Finance	07/11/2028
10	Lisa Vreeland Florida Dept. Of Health- PBC 800 Clematis Street West Palm Beach, FL 33401	PRIVATE SECTOR – Public Health	Executive/ By Laws	09/30/2028
11	Mary Wilkerson Drug Abuse Treatment Association (DATA)	LOW-INCOME – Glades Tri-City		09/30/2028

RESOLUTION NO. R-2018-0372

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AMENDING R-2014-0588, PROVIDING FOR QUARTERLY MEETINGS OF THE COMMUNITY ACTION ADVISORY BOARD, PROVIDING FOR AMENDED ATTENDANCE POLICY, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Palm Beach County Board of County Commissioners established the Community Action Council Advisory Board (Board) in 1974 to qualify Palm Beach County to receive Community Service Block Grant Funds; and

WHEREAS, the Board's membership was reconstituted pursuant to Ordinance No. 04-042, and on September 15, 2009, Ordinance No. 04-042 was replaced by Resolution 2009-1549, which established the Community Action Advisory Board (CAAB) and reduced CAAB's membership from 23 to 15; and

WHEREAS, on May 6, 2014, Resolution 2009-1549 was repealed and replaced with Resolution 2014-0588, which clarified the process for nominating and selecting members to serve on the CAAB, and updated various standard provisions to comply with County advisory board policy; and

WHEREAS, Resolution 2014-0588 provides that the CAAB shall meet "a minimum of ten (10) times a year"; and

WHEREAS, other Counties within Florida have adopted a model of quarterly meetings for Community Action Program advisory boards such as CAAB, which has proven effective to allow greater focus on board members' responsibilities to participate in implementation of programs designed to serve the poor or low income citizens of the County, while still allowing an opportunity to make recommendations concerning program plans, priorities, and budgets.

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

1. The foregoing recitals are true and correct and are expressly incorporated herein by reference and made a part hereof.
2. Section 12: Meetings, paragraph A., of R-2014-0588 is amended to read in its entirety: The Advisory Board shall meet a minimum of four (4) times per program year; however, members may be required to

attend additional meetings.

- a. The second sentence of Section 14: Removal for Lack of Attendance, of R-2014-0588 is amended to read:
- Lack of attendance is defined as failure to attend three (3) consecutive meetings or failure to attend one-half of the meetings scheduled during a program year.

3. This resolution shall become effective upon adoption.

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

Commissioner Melissa McKinlay, Mayor -	Aye
Commissioner Mack Bernard, Vice Mayor-	Aye
Commissioner Hal R. Valeche -	Aye
Commissioner Paulette Burdick -	Aye
Commissioner Dave Kerner -	Aye
Commissioner Steven L. Abrams -	Aye
Commissioner Mary Lou Berger -	Aye

The Mayor thereupon declared the Resolution duly passed and adopted this 10th day of April, 20 18.

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

By: Nora P. Burdick

Deputy Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: Helene C. Burdick

County Attorney