

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date: October 20, 2020

Department
Submitted By: Community Services
Advisory Board: Farmworker Program Advisory Board

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the reappointments of three (3) current members and the appointment of one (1) new member to the Farmworker Program Advisory Board, effective October 20, 2020:

<u>Seat No.</u>	<u>Reappointment</u>	<u>Seat Requirement</u>	<u>Term Ending</u>	<u>Nominated By</u>
3	Irene Figueroa	Farmworker Advocate	09/30/2022	Vice Mayor Weinroth Comm. McKinlay
4	Cosha Jackson-Rease	Education	09/30/2022	Vice Mayor Weinroth Comm. McKinlay
7	Charles Duval	Regional Workforce Agency	09/30/2022	Vice Mayor Weinroth Comm. McKinlay
<u>Seat No.</u>	<u>Appointment</u>	<u>Seat Requirement</u>	<u>Term Ending</u>	<u>Nominated By</u>
5	Daniella Santoyo	Private Sector	09/30/2022	Vice Mayor Weinroth Comm. McKinlay

Summary: The total membership for the Farmworker Program Advisory Board shall be no more than nine (9) at-large members, per Resolution No. R2014-0402, comprised of students, representatives of business, education, agencies, and farmworker representatives. Members shall be concerned citizens who understand the problems encountered by farmworkers and are willing to be advocates for them. At least one (1) member shall represent the regional workforce agency. The appointments meet all applicable guidelines and requirements outlined in the resolution adopted by the Board of County Commissioners on April 1, 2014. Mr. Duval is an employee of CareerSource Palm Beach County, Inc., which contracts with the County for services. The Farmworker Advisory Board provides no regulation, oversight, management, or policy setting recommendations regarding the subject contracts or transactions. Disclosure of this contractual relationship at a duly noticed public meeting is being provided in accordance with the provisions of Section 2-443, of the Palm Beach Code of Ethics. The diversity count for the 3 seats that are currently filled is: Caucasian: 2 (67%) and African-American: 1 (33%). The gender ratio (female: male) is 2:1. Mr. Duval and Ms. Jackson-Rease are African-American. Ms. Figueroa and Ms. Santoyo are Hispanic-American. Staff conducts targeted outreach in an effort to proffer candidates for appointments that maintain a diverse composition of the board. (Farmworker Career Development Program) Countywide (HH)

Background and Justification: Since 1977, Palm Beach County has received a grant from the Florida Department of Education to operate the Farmworker Career Development Program to provide education and job training to seasonal and migrant farm workers. As part of the grant agreement, the Farmworker Program is mandated to maintain a local advisory board. The purpose of this board shall be to advise, assist and support and advocate for the Farmworker Career Development Program on matters that will strengthen employment opportunities for clients served by our agency.

- Attachments:**
1. Board/Committee Application
 2. Proposed Inventory of Seats List
 3. Resolution No. R-2014-0402

Recommended By: Taruna Malhotra 10/1/2020
 Department Director Date
 Legal Sufficiency: Debrae C. King 10-6-2020
 Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS BOARDS/COMMITTEES APPLICATION

The information provided on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL. Answer "none" or "not applicable" where appropriate. Please attach a biography or resume to this form.

Section I (Department): (Please Print)

Board Name: Farmworker Career Development Program Advisory [X] Not Advisory []

[] At Large Appointment or [] District Appointment / District #: _____

Term of Appointment: 2 Years From: Oct. 20, 2020 To: September 30, 2022

Seat Requirement: Farmworker Advocate Seat #: 3

[X]*Reappointment or [] New Appointment

or [] to complete the term of _____ Due to: [] resignation [] other

Completion of term to expire on: _____

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: 0

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Figueroa Irene Last First Middle

Occupation/Affiliation: Owner [] Employee [] Officer []

Business Name: _____

Business Address: _____

City & State: _____ Zip Code: _____

Residence Address: 420 S.E 4th Ave

City & State: South Brow. Zip Code: 33493

Home Phone: () Business Phone: () Ext.

Cell Phone: (609) 985-2898 Fax: ()

Email Address: _____

Mailing Address Preference: [] Business [X] Residence

Have you ever been convicted of a felony: Yes ___ No [X]

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: [] Male [X] Female [] Native-American [X] Hispanic-American [] Asian-American [] African-American [] Caucasian

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: TRSN-XX/PO XX</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>

(Attach Additional Sheet(s), if necessary)
OR

NONE



NOT APPLICABLE/
(Governmental Entity)



ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

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 Ethics training (in the manner checked below):

By watching the training program on the Web, DVD or VHS on 8/29 2020
By attending a live presentation given on _____, 20__

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: [Signature] Printed Name: Yrinea Figueroa Date: 8/29/20

Any questions and/or concerns regarding Article XIII, 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) 355-1915.

Return this FORM to:
Yrinea Del Bosque, Community Services/ Farmworker Career Development Program
38754 State Road 80, Suite 216, Belle Glade, FL 33430

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: R. Wessott Date: 9-18-20

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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

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By attending a live presentation given on _____, 20__

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: [Signature] Printed Name: Trine Figueroa Date: 8/29/20

Any questions and/or concerns regarding Article XIII, 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) 355-1915.

Return this FORM to:
Yrinea Del Bosque, Community Services/ Farmworker Career Development Program
38754 State Road 80, Suite 216, Belle Glade, FL 33430

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Melissa McKinley Date: 9/15/2020

Irene Figreroa

420 SE 4th Ave
South Bay, FL 33493
(561) 985-2892

Education

- | | | |
|------------------------------|-----------------------------------|----------|
| • Glades Central High School | GED | 02 -1984 |
| • Palm Beach State College | B.S. in Early Childhood Education | 02-2016 |

Employment

October 1983 – June 2019 East Coast Migrant Head Start Program Belle Glade, FL
Center Director

- Develop and implement plans for the operation of the center
- Developed and operate Parent Committee
- Recruit, screen, interview and hire center staff
- Conduct staff meetings
- Maintain center record keeping system

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION**

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Section I (Department): (Please Print)

Board Name: Familyworker Career Development Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 2 Years. From: 10/20/2020 To: 9/30/2022

Seat Requirement: Education Seat #: 4

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other
Completion of term to expire on: _____

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: 0

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Jackson-Rease, Cosha Renate
Last First Middle

Occupation/Affiliation: Assistant Principal
Owner Employee Officer

Business Name: West Technical Education Center

Business Address: 2625 NW 16th Street

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

Residence Address: 33 Northeast Avenue E

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

Home Phone: () Business Phone: (561) 829-4620 Ext. _____

Cell Phone: (561)914-0782 Fax: ()

Email Address: Cosha.jackson@palmbeachschools.org

Mailing Address Preference: Business Residence

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

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: Male Female
 Native-American Hispanic-American Asian-American African-American Caucasian

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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

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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 Ethics training (in the manner checked below):

- By watching the training program on the Web, DVD or VHS on July 7, 2020
- By attending a live presentation given on _____, 20__

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Casha Jackson-Rease Printed Name: Casha Jackson-Rease Date: 7-7-2020

Any questions and/or concerns regarding Article XIII, 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) 355-1915.

Return this FORM to:
Farmworker Coordinator, Community Services/ Farmworker Career Development Program
38754 State Road 80, Suite 216, Belle Glade, Fl. 33430

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: R. Wenzel 16 Date: 8-18-20

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

Revised 02/01/2016

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary) OR			
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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 By attending a live presentation given on _____, 20____

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Casha Jackson-Bease Printed Name: Casha Jackson-Bease Date: 7-7-2020

Any questions and/or concerns regarding Article XIII, 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) 355-1915.

Return this FORM to:
 Farmworker Coordinator, Community Services/ Farmworker Career Development Program
 38754 State Road 80, Suite 216, Belle Glade, Fl. 33430

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Melissa McKeel Date: 9/15/2020

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

Revised 02/01/2016

Cosha R. Jackson-Rease

33 Northeast Avenue E ♦ Belle Glade, FL 33430 ♦ (561) 914-0782 ♦ Cosha.Jackson@palmbeachschools.org

PROFESSIONAL EXPERIENCE CERTIFICATION & PROFESSIONAL ORGANIZATION

- ♦ Educational Leadership (All Levels)
 - Expiration Date: 6/30/2022
- ♦ Mathematics (Grades 6-12)
 - Expiration Date: 6/30/2022
- ♦ Member of National Council of Teachers of Mathematics
- ♦ Member of Palm Beach County Farmworker Program Advisory Board
 - Term: 10/2018 - 9/2020

Employment History

2017 – Present West Technical Education Center – Assistant Principal

- Worked collaboratively with faculty, students, parents, and community members to understand the standards and the vision of academic success aligned to college- and career-readiness.
- Supported professional learning and collaboration amongst teachers, facilitated and led professional learning focused on content, instruction, and pedagogical content knowledge.
- Assisted the principal in aligning new and existing community and parent partnerships.
- Monitored the Adult Education budget with the guidance of the Principal.
- Created and input master schedule in SIS.
- Monitored the implementation of instructional programming, and blended learning (Burlington English, IXL, Essential Education, Edgenuity, Learning Upgrade, and Reading Plus) at West Technical Education Center, Glades Central Community High School, CareerSource, and West County Detention Center.
 - Increased enrollment in ABE and ESOL classes by 95.8%
 - 1st in District for Percentage Change in Enrollment
 - 2nd highest in District for Percentage Change in Instructional Hours
 - 3rd highest in District for Average Number of Instructional Hours
 - 10th in ABE Reading Literacy Completion Points (LCPs)
 - 11th in ESOL LCPs

2014 - 2017 Pahokee Elementary International Baccalaureate (I.B.) World School - Magnet Coordinator

- Worked collaboratively with teachers to develop the Primary Years Program (PYP) Program of Inquiry.
- Prepared and monitored the magnet program budget with the guidance of the Principal.
- Designed marketing plan and other program literature to disseminate to parents and community members for the purposes of promoting the program and attracting potential applicants.
- Participated in the Showcase of Schools and Glades Area Showcase to recruit students.
- Facilitated and coordinated trainings and activities to implement the PYP themes.
- Organized the Exhibition.
- Facilitated the self study process for the programme and was the lead developer of the action plan for the self-study questionnaire.
- Facilitated Parent Leadership Council (PLC) trainings for parents of English Language Learners (ELL).
- Recruited and developed a plan to sustain Business Partners and mentors.
- Other Duties and/or Responsibilities
 - Professional Development School Contact - As the Liaison between the school and district the responsibilities included the planning, delivery, monitoring, and evaluation of the school's professional development efforts in bridging teacher practices and student achievement, in addition to material preparation, collection of teacher and student artifacts, record keeping for inservice credit, and document organization/retention for audit purposes.
 - School Leadership Team Member - Worked collaboratively with team to analyze school data and develop the School Improvement Plan (SIP) which yielded an increase in the school's

overall student achievement data (17% increase overall, 7% increase in ELL, and 12% increase in Math), and participated in various interview panels to hire new highly qualified staff.

- School-wide Positive Behavior Support Team (SwPBS) – Assisted with the development of the school behavior matrix and facilitated trainings to teachers, students, and parents to ensure effective implementation of the appropriate student behaviors.
- Crisis Response Team Member - Served on the team as the mass media coordinator and helped develop the Crisis Response Plan.
- Math Resource Teacher - Implemented the Coaching Continuum, engaged in standards-based lesson planning and lesson delivery which used included the use of adaptive technology, created formative assessments, and utilized assessment data to increase student achievement.
- Title I eBox – Assisted the Assistant Principal with ensuring the Compliance Documentation was submitted by staff in a timely manner.
- School Advisory Council (SAC) Chairperson – Worked closely with the Principal and all stakeholders (teachers, parents, community members, and business partners) to plan SAC meetings, facilitated the SAC meetings, and informed the SAC of relevant issues related to school improvement activities.

2007 - 2014 Palm Beach State College - Adjunct Mathematics Professor

- Collaborated with colleagues on course curriculum and taught college credit math courses to undergraduate students.
- Developed and aligned course syllabi to meet the requirements of the math department and college standards.
- Created, delivered, and evaluated lessons while using the data to make informed instructional decisions.
- Implemented teaching strategies specific to adult learners as well as ELL and unidentified ELL adult learners.

2005 - 2014 Lake Shore Middle School - Math Coach

- Analyzed and interpreted test data, ie, NGSSS Diagnostic Test, FCAT 2.0, and EOC.
- Utilized test data to impact curriculum decisions.
- Assisted teachers in analyzing data to drive instruction and implement strategies related to areas of strengths and weaknesses as identified by the aforementioned assessments.
- Trained faculty to successfully navigate through the assessment portal, create assessments, interpret reports, and incorporate the assessments into their daily instructional practices.
- Facilitated lesson studies, which included investigating the content and methods for the delivery of upcoming lessons.
- Created learning environments that incorporated distance learning (via Polycom) and the use of other classroom technology as well as coordinated project-based, student-centered learning experiences.
- Organized opportunities for special guest speakers, teachers, and community members to share their expertise with students to enable students to make connections between concepts learned in class and the real world.
- Trained teachers on the use of the Florida Continuous Improvement Model
- Created a school wide math instructional focus calendar to serve as a data directed guideline for teachers to align state performance standards, curriculum, and assessments based on students' need in their instruction.
- Monitored the implementation of the instructional focus binders and activities.
- Modeled lessons for science and fine arts teachers.
- Trained teachers on the implementation of CRISS strategies in the classroom.
- Developed and modeled lessons for teachers using CRISS strategies.
- Participated in classroom walkthroughs to observe instructional interactions that could help teachers expand their knowledge and skills.
- Facilitated trainings for diverse groups of parents on how to effectively support learning in math at home.

Cosha R. Jackson-Rease

Résumé, Page 3

- Other Duties and/or Responsibilities
 - AVID Site Team Member - Supported teachers, students, and parents in their understanding and practice of the AVID philosophies and strategies, facilitated professional development, and assisted with building a school-wide culture that is college and career focused.
 - Professional Development School Contact - As the Liaison between the school and district the responsibilities included the planning, delivery, monitoring, and evaluation of the school's professional development efforts in bridging teacher practices and student achievement, in addition to material preparation, collection of teacher and student artifacts, record keeping for inservice credit, and document organization/retention for audit purposes.
 - Student Government Sponsor
 - Academic Games Coach
 - Saturday Success Academy Coordinator and Summer Algebra Readiness Coordinator – Collaborated with internal and external personnel (e.g. administrators, facility managers, district personnel, community members, etc.) for the purpose of implementing and/or maintaining services and programs. Supervised program staff, program operations, services, and the implementation of programs and/or processes (e.g. site rules, discipline, site schedule, space requirements, etc.) for the purpose of providing services within established timeframes. Participated and facilitated staff trainings and parent meetings for the purpose of identifying issues, gaining knowledge, providing information and/or supporting staff and improving the program. Performed other related duties as assigned for the purpose of ensuring the efficient and effective functioning of the work unit.

1998 - 2005 Lake Shore Middle School - Mathematics Teacher (Grades 7 & 8)

- Planned and implemented standards-based instruction while using adaptive technology and current research.
- Assessed and analyzed student progress for the purpose of differentiating the instruction to meet the needs of all learners.
- Utilized CHAMPS classroom management techniques to produce a classroom climate conducive to learning.
- Maintains contact with parents through parent-teacher conferences, telephone, or written communications.

1995 - 1998 Pahokee Middle-Senior High School - Mathematics Teacher (Grades 7 - 12)

- Planned and implemented standards-based instruction while using adaptive technology and current research.
- Assessed and analyzed student progress for the purpose of differentiating the instruction to meet the needs of all learners.
- Utilized classroom management techniques conducive to an effective classroom climate. Maintained contact with parents through parent-teacher conferences, telephone, or written communications.

Education

NOVA SOUTHERN UNIVERSITY - Palm Beach Gardens, FL
Doctorate in Educational Leadership, Completed Certification coursework

NOVA SOUTHEASTERN UNIVERSITY – Palm Beach Gardens, FL
Master of Science Degree in Mathematics Education, 2005

BETHUNE-COOKMAN COLLEGE – Daytona Beach, FL
Bachelor of Science Degree in Mathematics, 1995

References

REFERENCES WILL BE PROVIDED UPON REQUEST

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION**

The information provided on this form will be used in considering your nomination. Please **COMPLETE SECTION II IN FULL**. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.

Section I (Department): (Please Print)

Board Name: Farmworker Career Development Advisory Board Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: _____ Years. From: 10/20/2020 To: 9/30/2022

Seat Requirement: Regional Workforce Agency Seat #: 7

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other
Completion of term to expire on: _____

*When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: 0

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Duval Charles I
Last First Middle

Occupation/Affiliation: Associate Vice President, Business Services
Owner Employee Officer

Business Name: CareerSource Palm Beach County

Business Address: 1085 S. Main Street

City & State Belle Glade, FL Zip Code: 33430

Residence Address: 260 River Bluff Lane

City & State Royal Palm Beach, FL Zip Code: 33411

Home Phone: 561-371-8432 Business Phone: 561 829-2040 X 2144

Cell Phone: () Fax: ()

Email Address: cduval@careersourcepbc.com

Mailing Address Preference: Business Residence

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

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: Male Female
 Native-American Hispanic-American Asian-American African-American Caucasian

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
<u>R2020-0628</u>	<u>Community Services</u>	<u>Client Services</u>	<u>8/1/20 - 9/30/20</u>

(Attach Additional Sheet(s), if necessary)
OR

NONE NOT APPLICABLE/ (Governmental Entity)

ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment.

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By watching the training program on the Web, DVD or VHS on July 20 2020
 By attending a live presentation given on _____, 20____

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: [Signature] Printed Name: Charles Duval Date: 7/20/21

Any questions and/or concerns regarding Article XIII, 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) 355-1915.

Return this FORM to:
 Farmworker Coordinator, Community Services/ Farmworker Career Development Program
 38754 State Road 80, Suite 216, Belle Glade, FL 33430

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: [Signature] Date: 9/19/20

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

Revised 02/01/2016

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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(Attach Additional Sheet(s), if necessary)
OR

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Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature:  Date: 9/15/2020

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

Revised 02/01/2016

Charles Duval
260 River Bluff Lane
Royal Palm Beach, FL 33411
Phone: 561-371-8432
cduval84@yahoo.com

Education

University of Florida Gainesville, FL
Master's Degree - Student Affairs, 2009
Bachelor's Degree - Sociology, 2006

Employment History

Director, Corporate Partnerships

4/2016 – Current CareerSource Palm Beach County Belle Glade, FL

- Fostered relationships with both community partners and business community
- Oversaw Workforce development programs including Migrant & Seasonal Farmworker and Reemployment Programs
- Assisted in Workforce Opportunity Investment Act facilitation of grant programs

West Career Manager

11/2014 – 4/2016 CareerSource Palm Beach County Belle Glade, FL

- Managed and oversaw West Career Center Office
- Developed and maintain Migrant Seasonal Farmworker Program
- Developed and maintain relationships with local business community
- Implemented Reemployment Assistance program in West Career Center office

Account Manager

05/2010 – 11/2014 CareerSource Palm Beach County Belle Glade, FL

- Established and maintained working relationships with perspective and existing businesses/organizations identifying their needs and promoting Workforce Alliance services and programs
- Updated all records and customer progress in the customer account management system according to established policies and procedures
- Obtained job orders and collaborated with internal staff to assist in making placements
- Developed and presented formal presentations to business leaders, chamber of commerce members, executive boards, and other organizations regarding Workforce Alliance's services and programs

Youth Outreach Career Consultant

05/2009 - 05/2010 CareerSource Palm Beach County Belle Glade, FL

- Organized eligibility intake process for Summer Youth Employment Program
- Assisted in placing approximately 350 Glades area youth on temporary summer jobs
- Conducted career development seminars at Summer Youth Employment Program orientation

- Formed alliances with area churches, schools, and city officials to promote Youth & Young Adult Program and aid in recruitment of participants
- Facilitated career development classes to improve employability of program participants
- Managed caseload of young adults to ensure compliance with Workforce Investment Act guidelines

Affiliations

Lake Okeechobee Regional Economic Alliance, 2012 – Current

Glades Career Readiness Roundtable, 2013 - Current

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION**

The information provided on this form will be used in considering your nomination. Please COMPLETE SECTION II IN FULL. Answer "none" or "not applicable" where appropriate. Please attach a biography or résumé to this form.

Section I (Department): (Please Print)

Board Name: Farmworker Career Development Program Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 2 Years. From: 10/20/2020 To: 9/30/2022

Seat Requirement: Private Sector Seat #: 5

*Reappointment or New Appointment

or to complete the term of _____ Due to: resignation other

Completion of term to expire on: _____

***When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: _____**

Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Santoyo Daniella
Last First Middle

Occupation/Affiliation: Program Coordinator

Owner Employee Officer

Business Name: New Hope Charities, Inc.

Business Address: 7450 SR 15, US 441

City & State: Pahokee, FL Zip Code: 33476

Residence Address: 14 South Palm Street, Lot 15-16 (Mailing: PO Box 803 Canal Point, FL 33438)

City & State: Pahokee, FL Zip Code: 33476

Home Phone: () Business Phone: (561) 924-7986 Ext. _____

Cell Phone: (561) 908-1839 Fax: ()

Email Address: Daniella.santoyo.14@gmail.com

Mailing Address Preference: Business Residence

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

If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: Male Female
 Native-American Hispanic-American Asian-American African-American Caucasian

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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_____	_____	_____	_____
_____	_____	_____	_____

(Attach Additional Sheet(s), if necessary)
OR

NONE NOT APPLICABLE/ (Governmental Entity)

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 _____ By attending a live presentation given on _____, 20____

AND

By signing below I acknowledge that I have read, understand and agree to abide by the Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: Daniella Santoro Printed Name: Daniella Santoro Date: 07/21/2020

Any questions and/or concerns regarding Article XIII, 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) 355-1915.

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: R. Wenzel Date: 9/18/20

Section II Continued:

CONTRACTUAL RELATIONSHIPS: Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

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<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks & Recreation</u>	<u>General Maintenance</u>	<u>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	(Attach Additional Sheet(s), if necessary)		
	OR		
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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AND

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*Applicant's Signature: Daniella Santoro Printed Name: Daniella Santoro Date: 07/21/2020

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

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: Melissa McInnis Date: 9/15/2020

DANIELLA SANTOYO
14 South Palm Street, Pahokee, FL 33476
561-908-1839 Daniella.Santoyo.14@gmail.com

EDUCATION

Palm Beach State College
Associate in Science Degree – Human Services

Lake Worth, FL
January 2014 – Dec 2019

Palm Beach Atlantic University
Bachelor of Science Degree – Organizational Management

West Palm Beach, FL
December 2013

EXPERIENCE

New Hope Charities, Inc.
Program Coordinator

Pahokee, FL
May 2010-Present

- Supervise frontline and support staff as well as children attending program
- Create, implement, and manage program activity program
- Maintain confidential records and information pertaining to participants, of company and employees
- Raise program awareness and collaborate with community partners in various aspects
- Assist Program Director in implementation of policies and regulations in accordance with the State of Florida guidelines for effective operation of an afterschool program

New Hope Charities, Inc.
Administrative Assistant

Pahokee, FL
September 2005-May 2010

- Established current office systems and procedures
- Coordinated inventory orders and donation distributions within various programs of the company
- Screened resumes and conducted interviews with potential candidates
- Prepared expense accounts, payroll and company communications
- Coordinated and conducted weekly staff and quarterly parent meetings
- Answered phones, recognized as first point-of-contact, initiated and responded to company emails, and scheduled staff trainings

FOREIGN LANGUAGES

- Spanish (Fluent)

SKILLS

- Excellent work ethic
- Ability to work as a team member or individually with minimal supervision
- Highly organized
- Ability to work well under deadline and high-pressure situation
- Very flexible and exceedingly reliable
- Experience with Microsoft Word, Excel, PowerPoint, Outlook

**FARMWORKER PROGRAM ADVISORY BOARD
INVENTORY OF SEATS LIST**

Seat	NAME	SECTOR	App. Date	Exp. Date
1	VACANT	Student Representative Program Participant		
2	Regina Bohlen	Public Sector City of Pahokee	04/21/2020	09/30/2021
*3	Irene Figueroa	Farmworker Family Advocate	10/20/2020	09/30/2022
*4	Cosha Jackson-Rease	Education	10/20/2020	09/30/2022
*5	Daniella Santoyo	Public Sector?	10/20/2020	09/30/2022
6	Karis Engle	Business Community Representative?	10/08/2019	09/30/2021
*7	Charles Duval	Regional Workforce Agency	10/20/2020	09/30/2022
8	VACANT	Local Employer		
9	Douglas Brown	Education/Local	10/01/2019	09/30/2021

* indicates a member having an action pending

Revised: 09/24/20 by M. Jones

Resolution No. R-2014-0402

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, ESTABLISHING THE FARMWORKER PROGRAM ADVISORY BOARD; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida, is served by a number of advisory boards, committees, commissions, task forces, and authorities which have been established by the Board of County Commissioners from time to time; and

WHEREAS, the Florida Department of Education requires all Farmworker Program grant recipients to establish a local advisory board comprised of students, farmworker representatives, representatives from business, education, and community agencies; and

WHEREAS, the Board of County Commissioners is a Farmworker Grant Program recipient; and

WHEREAS, the active counsel of those interested in the welfare of farmworkers is important to the effective management and productivity of the Farmworker Program; and

WHEREAS, an advisory board is expected to offer recommendations for program improvement and will provide information relevant to policies which impact the Farmworker Jobs and Education Program (FJEP) students, program and employment opportunities within the community; and

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

Section 1: Creation

The Farmworker Program Advisory Board (Advisory Board) is hereby created to serve in an advisory capacity to the Board of County Commissioners.

Section 2: Purpose

The Advisory Board's purpose is to strengthen the FJEP and to advise, assist, support and advocate on matters that will strengthen employment opportunities for clients served by the program.

Section 3: Responsibilities

The Advisory Board shall have the following responsibilities:

- A. Help recruit students into the program;
- B. Assist in placing students at employment sites;
- C. Assist by offering job mentoring and shadowing opportunities for students;
- D. Facilitate cooperation and communication between the FJEP and the community;
- E. Offer recommendations for program improvement;
- F. Study number of workers needed by target occupation in the community and advise the FJEP staff on economic development opportunities in the community;
- G. Assist the program in setting priorities and participate in ongoing planning activities;
- H. Provide third-party endorsements, introductions, and attend community meetings when appropriate; and
- I. Support and advocate for the FJEP by helping raise the profile and visibility.

Section 4: Membership

The Advisory Board shall be comprised of nine (9) members appointed by the Board of County Commissioners. Members shall be concerned citizens who understand the problems encountered by farmworkers and are willing to be advocates for farmworkers. Members shall represent a cross-section of community leaders, stakeholders and clients served by the program. Members shall have knowledge of the career tasks and competency requirements for specific occupations. At least one (1) member shall represent the regional workforce agency and one (1) member shall be a current or former enrollee/client served by the program.

Section 5: Nominations

Program staff and the Advisory Board may provide recommendations for nominations to the Board of County Commissioners. Members of the Board of County Commissioners shall also be advised of open seats and be provided an opportunity to submit nominations in accordance with the procedures described in Countywide PPM #CW-O-023.

Section 6: Terms of Office

Terms of office for Advisory Board members shall be two (2) years commencing on October 1 and ending on September 30th. The initial appointments to the Advisory Board may be made at any time during the year, and will be effective on the date of appointment. Term ending dates for initial appointments that do not occur on October 1st shall be September 30th of the year which provides the closest calculation to a two (2) year term.

Section 7: Number of Terms Served

There shall be a limit of two (2) consecutive two (2) year terms.

Section 8: Vacancies

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

Section 9: Removal without Cause

Advisory Board members serve at the pleasure of the Board of County Commissioners and may be removed without cause upon majority vote by the Board of County Commissioners.

Section 10: Removal for Lack of Attendance

Advisory Board members shall be automatically removed 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 of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall be the same as failure to attend a meeting. Members removed pursuant to this section shall not continue to serve on the board and such removal shall create a vacancy.

Section 11: Qualification as a Candidate

Advisory Board members shall not be prohibited from qualifying as a candidate for elected office.

Section 12: Eligibility to Serve

County employees, other than Commissioners Aides, are not eligible to serve on the Advisory Board unless the County employee is an elected official within Palm Beach County and is nominated for inclusion on the board by an entity other than the Board of County Commissioners. Employees of other units of local government may not represent their respective governments on boards, unless otherwise provided by statute or other rule of law. Former Board of County Commissioners members may not be appointed to the Advisory Board for at least two (2) years following their last day in office as a County Commissioner.

Section 13: Residency Requirement

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

Section 14: Officers

The Advisory Board shall have a Chair, Vice-Chair and Recording Secretary who are elected by the membership for one (1) year terms. Elections shall be held at the first meeting of the membership year (October 1 – September 30) and shall require a simple majority of appointed members for selection. Duties of officers shall be those commonly ascribed to these offices, however, the Recording Secretary shall delegate preparation of meeting minutes and meeting notification functions to program staff and serve in an oversight capacity.

Section 15: Sunshine Law and State Code of Ethics

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

Section 16: 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 17: State Financial Disclosure

Appointees to boards that are required to submit a Statement of Financial Interests with the State of Florida Commission on Ethics will be notified that failure to submit a Statement of Financial Interests within 30 days of appointment shall result in invalidation of the appointment.

Section 18: Travel Expenses, Reimbursement and Approval Authority

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

Section 19: 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 20: Conduct of Meetings

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

Section 21: Frequency of Meetings and Notice

The Advisory Board shall meet at least four (4) times a year. Written notice of upcoming meetings shall be sent to Advisory Board members at least ten (10) days prior to the meeting.

Section 22: Conflict with Federal or State Law or County Charter

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

Section 23: Effective Date

The provisions of this Resolution shall be effective April 1, 2014.

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

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

The Chair thereupon declared the Resolution duly passed and adopted this 1st day of April, 2014.

Palm Beach County, Florida by its
Board of County Commissioners

Sharon R. Bock, Clerk & Comptroller

BY: 
Deputy Clerk



Approved as to Form and
Legal Sufficiency

By: 
Chief Assistant County Attorney