

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
SITTING AS THE
CHILD CARE FACILITIES BOARD**

BOARD APPOINTMENT SUMMARY

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Meeting Date: **February 1, 2022**
 Department: **Florida Department of Health, Palm Beach County**
 Submitted by: **Division of Environmental Public Health**
 Advisory Board Name: **Child Care Advisory Council**

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I. EXECUTIVE BRIEF

Motion and Title: staff recommends motion to approve: appointment of one (1) member to the Child Care Advisory Council (Council) to complete the unexpired term of Terry Newton who resigned November 2021.

Seat No.	Nominee	Requirement	Term	Nominated By
4	Claudette Rifenberg	Represents a consumer protection enforcement official	2/01/2022 to 9/30/2023	Commissioner Marino Vice Mayor Weiss

Summary: The Council is comprised of seven members who serve at the pleasure of the Board of County Commissioners. Membership must consist of two members who represent and operate private child care facilities in Palm Beach County, one of whom operates a family day care home or large family child care home; one member who represents and operates a parochial child care facility in Palm Beach County; one consumer protection enforcement official; one member for fire protection, engineering or technology; one member who, at the time of appointment, was the parent of a child attending a child care facility in Palm Beach County; and one representative from the Florida Department of Children and Families.

The applicant for appointment to Seat 4, Claudette Rifenberg, is a Consumer Affairs Manager with Palm Beach County Consumer Affairs Division. She has 30 years of experience in public service in Palm Beach County, including consumer protection, and environmental health including child care licensing. She is recommended for appointment to complete the term of Terry Newton who resigned November 2021.

The diversity count for the 5 seats currently filled is Caucasian: 3 (60.0%), African American: 1 (20%), and Hispanic-American: 1 (20%). The gender ratio (female: male) is 5:0. The nominee for Seat 4 is an African American female. Staff continues to address the need for increased diversity within our boards/committees and will continue to encourage expansion of this Council's diversity. Countywide (HH)


Background and Justification: Pursuant to Chapter 59-1698, Laws of Florida, as amended by Chapters 77-620 and 2010-249, Laws of Florida; Palm Beach County Rules and Regulations Governing Family Child Care Homes and Large Family Child Care Homes as amended by Resolution R-2020-1522, adopted October 6, 2020, the Child Care Advisory Council is comprised of seven members who serve at the pleasure of the BCC. The Florida Department of Health in Palm Beach County serves as staff to the Council.

Attachments:

1. Board/Committee Applications
2. Resume or Bio of Nominee
3. Current membership list from directory
4. Statute/ordinance/resolution
5. Copy of Memo to BCC (including returned applications with nomination approval signature)

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Recommended by:  1/4/2022
 Department Director Date

Legal Sufficiency:  1/6/2022
 Assistant County Attorney Date

**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: Child Care Advisory Council Advisory Not Advisory
 At Large Appointment or District Appointment /District #: _____
Term of Appointment: 1.66 Years. From: 02/01/2022 To: 9/30/2023
Seat Requirement: Consumer Protection Enforcement Official Seat #: 4
 *Reappointment or New Appointment
or to complete the term of Terry Newton Due to: resignation other
Completion of term to expire on: 9/30/2023

*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: RIFENBERG CLAUDETTE A.
Last First Middle
Occupation/Affiliation: Manager – Palm Beach County Division Of Consumer Affairs
Owner Employee Officer
Business Name: Palm Beach County Division Of Consumer Affairs
Business Address: 50 S. Military Trail, Suite 201
City & State West Palm Beach, FL Zip Code: 33415
Residence Address: Not Disclosed
City & State Royal Palm Beach, FL Zip Code: 33411
Home Phone: (561) 634-1182 Business Phone: (561) 712-6600 Ext. 6613
Cell Phone: (561) 634-1182 Fax: (561) 712-6610
Email Address: CRIFENBE@PBCGOV.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

NOT APPLICABLE/
(Governmental Entity)

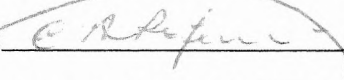
ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, **Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>.** 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):

X By watching the training program on the Web, DVD or VHS on 07/24/2021
 _____ 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:  Printed Name: Claudette Rifenberg Date: 12/09/2021

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:
 Courtney Shippey, Florida Department of Health in Palm Beach County
 800 Clematis Street, West Palm Beach, FL 33401

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: _____ Date: _____

CLAUDETTE RIFENBERG - CURRICULUM VITAE

SUMMARY **Dedicated professional in the arena of consumer protection, with over 25 years advocating for those who may not be able to advocate for themselves. Self-starter with strong interpersonal and communication skills**

SKILLS & ABILITIES Leadership: An experienced team leader. Influencing, leading, and delegating abilities. Ability to initiate/manage and train functional teams and projects. Effective communication at all levels, critical thinking, decision making and problem solving skills.

EXPERIENCE **PBC CONSUMER AFFAIRS – MANAGER, CONSUMER AFFAIRS DIVISION**

3/2021 – Present

Coordinates and manages the investigation and compliance section of the Division of Consumer Affairs (DCA). Assigns, monitors and reviews dispute mediation, investigative and compliance activities performed by subordinates. Monitors reports for Quality Assurance to ensure adherence to procedures and implements training or corrective actions when necessary. Supervises training, as well as compliance activities of subordinates such as issuance of citations and violation notices, inspections, driver/criminal history reviews and field monitoring for industries regulated by the DCA to include but not limited to: Tow Truck, Moving, Vehicle for Hire, Adult Entertainer, Water Taxi and Home Caregiver programs. Contributes to the development and revision of consumer protection ordinances. Provide oversight to personnel in the division's public education and outreach efforts. Provides for general supervision for all Division staff in the absence of Division Director.

PBC CONSUMER AFFAIRS – CONSUMER AFFAIRS INVESTIGATOR – LEAD WORKER

12/2017 – 3/2021

Serve as a central case reviewer to objectively review and assign all incoming consumer vs. business disputes to appropriate personnel. Responsible for monitoring and reviewing mediation team's cases for completeness and adherence to established procedures. Responsible for conducting training and coaching in the mediation program, interpreting codes/regulations and advising staff of applicability; developing/implementing policies, and procedures for mediation/investigator team to ensure standardization of established protocols and maintain program integrity.

Independently investigate, analyze & informally mediate consumer/business disputes/complaints, determine & resolving contractual issues, establishing working relationships with businesses while advocating for the consumer, work with & refer to law enforcement/other enforcement & social service agencies as necessary, enforce PBC Consumer Protection Ordinance including local price gouging laws; staff Emergency Operations Center EIC/RIC during/following adverse events; effectively manage and maintain assigned caseload with accountability for same under the general supervision of Division Director.

Serve as SharePoint Web Coordinator for Division public facing website, responsible for creating and updating content. Responsible for Divisions Social Media presence.

PBC CONSUMER AFFAIRS – CONSUMER AFFAIRS INVESTIGATOR

3/2007 – 12/2017

Independently perform investigation & informal mediation of consumer versus business disputes, document same, issue warning/violation notices, assist county attorneys in preparation of cases where related legal action as necessary; effectively manage & maintain assigned case files in accordance with applicable department records policy; advise consumers regarding legal rights & privileges; represent the agency in conducting public education at events; serve in EOC call center during declared emergencies.

PBC HEALTH DEPARTMENT – ENVIRONMENTAL SPECIALIST (II)

9/2001-2/2007

Perform regulatory activities related to licensed facilities, inclusive of enforcement actions, participating in administrative hearings and providing expert testimony as needed. Serve as liaison between agency and PBC Child Care Advisory Council, state and local agencies including PBC Administration; serve as Program Coordinator and Contract Manager, responsible for revisions to related local program regulations, presenting same to related advisory boards and the Board of County Commissioners for approval. Coordinated and developed certification program for Child Care Licensing staff in association with Palm Beach Community College.

PBC HEALTH DEPARTMENT – ENVIRONMENTAL SUPERVISOR (I)

6/1994 - 9/2001

Supervision & training of 8 field compliance staff and 1 clerical staff, perform regulatory activities related to licensed facilities, inclusive of enforcement actions, participating in administrative hearings and providing expert testimony as needed. Serve as liaison between agency and PBC Child Care Advisory Council, state and local agencies including PBC Administration; serve as Program Coordinator and Contract Manager, responsible for revisions to related local program regulations.

CERTIFICATIONS **REGISTERED ENVIRONMENTAL HEALTH PROFESSIONAL (REHP) Requiring 30 CEUS/2 YRS**

TRAINING **VARIOUS PBC TRAINING AND EMPLOYEE DEVELOPMENT COURSES.
VARIOUS FEMA COURSES INCLUDING, BUT NOT LIMITED TO, ICS - SINGLE RESOURCES & INITIAL ACTION INCIDENTS; NATIONAL INCIDENT MANAGEMENT - INTRO; NATIONAL RESPONSE FRAMEWORK - INTRO; FUNDAMENTALS OF EMERGENCY MANAGEMENT; EFFECTIVE COMMUNICATION; LEADERSHIP & INFLUENCE; SOCIAL MEDIA IN EMERGENCY MANAGEMENT; LOCAL DAMAGE ASSESSMENT**

BASIC SUPERVISORY MANAGEMENT

EDUCATION **UNIVERSITY OF THE WEST INDIES (MONA CAMPUS, JAMAICA)
- BSC (HONORS) APPLIED BIOLOGY – ZOOLOGY, BOTANY**



**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
CHILD CARE ADVISORY COUNCIL**

I. AUTHORITY :

Chapter 59-1698, Special Acts Laws of Florida, as amended by Chapters 77-620 and 2010-249, Special Act Laws of Florida; as amended by ORD. 2016-1421, adopted September 27, 2016.

II. APPOINTING BODY :

Board of County Commissioners

III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :

This Council shall be comprised of seven members consisting of: two members who represent and operate as a private enterprise a facility regulated under the Act, one of whom operates a family child care home or a large family child care home; one member who represents and operates a parochial facility regulated under the Act; one member who represents a consumer protection enforcement official; one member for fire protection, engineering, or technology; one member, who at the time of appointment is a parent of a child in a facility regulated under the Act; and one member who represents the Department of Children & Families. Council members appointed by the Board of County Commissioners serve three-year terms, with a limit of three consecutive terms with the exception of the Department of Children & Families' representative. Members' terms shall begin October 1 and end on September 30. Any vacancy occurring during a term shall be filled for the unexpired portion of the term and shall not count toward the member's term limits. Council members must reside in the County at the time of appointment and while serving on the Council.

EXTENDED COMPOSITION :

IV. MEETINGS :

Currently meets at 9:00 a.m. the 2nd Wednesday of every month at 800 Clematis Street, West Palm Beach, FL.

V. FUNCTIONS :

The Council shall advise the BCC and make recommendations as to the issuance and revocation of license and as to rules and regulations necessary to protect the health and safety of persons in child care facilities, child care homes and a family day care facilities.

VI. LIAISON INFORMATION :

<u>LIAISON DEPARTMENT</u>	<u>CONTACT PERSON</u>	<u>ADDRESS</u>
Florida Dept. of Health - Palm Beach Countl	Courtney Shippey MPA REHP	800 Clematis St Fl 4 Palm Beach County Health West Palm Beach FL 33401 Phone # 561-837-5971

* indicates a member having an action pending



CHILD CARE ADVISORY COUNCIL

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME	SEAT REQUIREMENT	APPOINT DATE	REAPPOINT DATE	EXPIRE DATE
Appointed By : At-Large/Palm Beach County Board of County Commissioners									
1	Ruta Varnavicius brightchildacademy@hotmail.com	Member	CA	F	561-685-9847	Private Child Care Facility Representative	05/15/2018	10/01/2021	09/30/2024
	301 Palmetto St West Palm Beach FL 33405								
	NOMINATED BY :								
2	Mary L Morris msmlm57@msn.com	Member	AA	F	561-832-0472	Private Child Care Facility Representative	11/20/2012	10/01/2019	09/30/2022
	504 Clear Lake Ave West Palm Beach FL 33401								
	NOMINATED BY :								
3	Sandra Wilensky psdirector@templebethtorah.com Temple Beth Torah of Palm Beach County, Inc. 900 Big Blue Tr Wellington FL 33414	Member	CA	F	561-793-2649	Represents/Operates Parochial Facility	04/16/2019	10/01/2020	09/30/2023
	NOMINATED BY :								
4	Terry D. Newton tnewton@pbcgov.org Palm Beach County/Consumer Affairs Division 50 S Military Tr West Palm Beach FL 33415	Member	AA	M	561-712-6600	Consumer Protection Enforcement Official	11/22/2016	10/01/2020	09/30/2023
	NOMINATED BY :								

* indicates a member having an action pending

Appointed By : At-Large/Palm Beach County Board of County Commissioners

5	Sue Ellen Calderon scalderon520@bellsouth.net	Member	HA	F	561-313-5937	Fire Protection, Engineer or Technology Rep	10/01/2021	09/30/2024
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206 Parkwood Dr S
Royal Palm Beach FL 33411

NOMINATED BY :

6	* Kendra Barnes kend77@aol.com	Member	CA	F	561-691-1891	Parent of a Child in Day Care	12/27/2006	09/30/2021
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4409 Applecrest Dr
Palm Beach Gardens FL 33410

NOMINATED BY :

7	Colleen Kelly-Statler colleen.kellystatler@myflfamilies.com Florida Department of Children & Families 111 S Sapodilla Ave West Palm Beach FL 33401	Member	CA	F	561-227-6783	Florida Department of Children & Families Rep.	10/01/2021	09/30/2022
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NOMINATED BY :

* indicates a member having an action pending

RESOLUTION NO. R-2020-1522

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, SITTING AS THE CHILD CARE FACILITIES BOARD: PROVIDING AN AMENDMENT TO ARTICLE IV OF THE PALM BEACH COUNTY RULES AND REGULATIONS GOVERNING FAMILY CHILD CARE HOMES AND LARGE FAMILY CHILD CARE HOMES; PROVIDING FOR REPEAL OF LAWS IN CONFLICT; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING FOR SEVERABILITY; PROVIDING FOR A SAVINGS CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Chapter 59-1698, Laws of Florida, as amended by Chapter 77-620 and Chapter 2010-249, Laws of Florida, provides that the Palm Beach County Board of County Commissioners sitting as the Child Care Facilities Board shall make, promulgate, amend, and repeal such rules and regulations as are necessary to protect the health and safety of persons in child care facilities, family child care homes, and large family child care homes; and

WHEREAS, it is necessary to amend the existing Palm Beach County Rules and Regulations Governing Family Child Care Homes and Large Family Child Care Homes to clarify that Child Care Advisory Council Members filling seats 4 and 5 may be County Employees.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, sitting as the Child Care Facilities Board that:

Section 1. Article IV of The Palm Beach County Rules and Regulations Governing Family Child Care Homes and Large Family Child Care Homes is hereby amended to read as follows:

CHAPTER 2

PALM BEACH COUNTY RULES & REGULATIONS GOVERNING FAMILY CHILD CARE HOMES AND LARGE FAMILY CHILD CARE HOMES

*** * * ***

Article IV. LICENSURE PROCEDURES AND REQUIREMENTS

*** * * ***

B. LICENSURE PROCEDURES

*** * * ***

2. The Child Care Advisory Council

(a) Appointment and Termination

(i) In accordance with Chapter 59-1698, Special Acts, Laws of Florida, as amended, the Palm Beach County Board of County Commissioners, sitting as the Child Care Facilities Board, shall appoint a Child Care Advisory Council. Members of the Child Care Advisory Council shall serve at the pleasure of the Board of County Commissioners and may be removed without cause at any time. The Council shall be composed of seven members consisting of the following:

(a) Two members who represent and operate as a private enterprise a facility regulated hereunder; one of whom operates a family child care home or a large family child care home (Seats 1 and 2 respectively).

(b) One member who represents and operates a parochial facility regulated hereunder (Seat 3).

(c) One member who represents a consumer protection enforcement official. This member may be a County Employee (Seat 4).

(d) One member for fire protection, engineering, or technology. This member may be a County Employee (Seat 5).

(e) One member who at the time of appointment was a parent of a child in a facility regulated hereunder (Seat 6).

(f) One member who represents the Department of Children and Families (Seat 7).

Section 2. Repeal of Laws in Conflict All local rules and regulations or local laws in conflict with any provision of this resolution are hereby repealed to the extent of any conflict.

Section 3. Inclusion in the Code of Laws and Ordinances The provisions of these Rules and Regulations shall become and be made part of the Code of Laws and Ordinances of Palm Beach County, Florida and the Articles of these Rules and Regulations may be re-numbered or re-lettered to accomplish such intention, and the words "rules and regulations" may be changed to "section", "article", or other appropriate word.

Section 4. Severability If any section, subsection, sentence, clause, or provision of these Rules and Regulations is held unconstitutional, inoperative, or void, by a court of competent jurisdiction, such holding shall not affect the remainder of these Rules and Regulations.

Section 5. Savings Clause All enforcement actions related to any license issued pursuant to the Palm Beach County Rules and Regulations Governing Family Child Care Facilities and initiated prior to the effective date of these Rules and Regulations shall continue in full force and effect without interruption.

Section 6. Effective Date The provisions of these rules and regulations shall become effective upon approval by the Board of County Commissioners, sitting as the Child Care Facilities Board, and filed with the Clerk to the Board of County Commissioners.


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

Commissioner Dave Kerner, Mayor	-	Aye
Commissioner Robert S. Weinroth, Vice Mayor	-	Aye
Commissioner Hal R. Valeche	-	Aye
Commissioner Gregg K. Weiss	-	Aye
Commissioner Mary Lou Berger	-	Absent
Commissioner Melissa McKinlay	-	Aye
Commissioner Mack Bernard	-	Aye

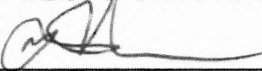
The Mayor thereupon declared the Resolution duly passed and adopted this 6th day of October, 2020.

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: 
for County Attorney



**CHAPTER 59-1698, SPECIAL ACTS, LAWS OF
FLORIDA, AS AMENDED BY CHAPTER 2010-249,
SPECIAL ACTS, LAWS OF FLORIDA**



**PALM BEACH COUNTY
HEALTH DEPARTMENT**

This copy has been modified for easy reading. For an official copy, refer to the Florida Laws. You can access the Florida Laws at <http://laws.flrules.org/>

Section 1. **DEFINITIONS:** The following words and phrases shall mean:

1. Children: persons related to the operator of a facility regulated under this act under 13 years of age, and all other persons under 18 years of age.
2. Family Day Care Home: An occupied residence in which custodial care is rendered to one to six children, inclusive, and for which the owner or operator receives a payment, fee, or grant for any of the children receiving care, whether or not operating for profit, subject to the exemptions contained in Section 9
3. Large Family Child Care Home - An occupied residence in which custodial care is regularly provided for children, and for which the owner or operator receives a payment, fee, or grant for any of the children receiving care, whether or not operated for profit, and which has at least two full-time child care personnel on the premises during the hours of operation. One of the full-time child care personnel must be the owner or occupant of the residence. A large family child care home must first have operated as a licensed family day care home for 2 years, with an operator who has had a child development associate credential or its equivalent for 1 year, before seeking licensure as a large family child care home. A large family child care home shall be allowed to provide care for one of the following groups of children, which shall include those children under 13 years of age who are related to the caregiver:
 - a. A maximum of eight children from birth to 24 months of age.
 - b. A maximum of 12 children with no more than four children under 24 months of age.
4. Child Care Facility: Any building or shelter in which custodial care is rendered to six or more children, and for which the owner or operator receives a payment, fee, or grant for any of the children, and which receives a payment, fee, or grant for any of the children receiving care, whether or not operating for profit, or which is held out to the public to be an establishment which regularly provides child custodial services.

Section 2. **PERMIT REQUIRED FOR ESTABLISHMENT, MAINTENANCE AND OPERATION:**

It shall be unlawful for any person, firm or corporation to establish, maintain or operate in Palm Beach County, Florida, a child care facility, large family child care home, or family day care home without first obtaining a permit therefor from a board, to be designated as the Child Care Facilities Board, and without permanently posting such permit in the child care facility, large family child care home, or family day care home. Such Child Care Facilities shall be composed of the Board of County Commissioners of Palm Beach County, hereafter referred to as the Board. The Chairman of the Board of the County Commissioners of Palm Beach County shall be

chairman of the Child Care Facilities Board and the Board shall meet at least once every 3 months at a time and place designated by the Board.

Section 3. APPLICATION FOR PERMIT: Application for a permit to operate a child care facility, large family child care home or family day care home shall be made to the Board in writing, and on a form, and under regulations prescribed by the Board. The application shall state the name and address of the applicant, his or her occupational history and qualifications, the type and location of proposed operation, the number of persons to be accommodated, and such other information the Board may require.

Section 4. ISSUANCE OF LICENSE:

1. The Director of the Palm Beach County Health Department shall be charged with the administrative and financial responsibility of carrying out the duties of the Board, and the Director or his or her representative shall inspect child care facilities, large family child care homes, and family day care homes as required by the Board. Said Board when satisfied that minimum standards are met, shall issue a license in writing on a form prescribed by the Board. Such license shall be valid for a period of 1 year unless revoked. It shall not be transferable or assignable.
2. The Board may issue a provisional license for child care facilities, large family child care homes, or family day care homes. A provisional license shall not be issued for a period that exceeds 6 months and may only be renewed by the Board one time for a period not to exceed 6 months.
3. A provisional license shall not be issued unless the child care facility, large family child care home, or family day care home is in compliance with the requirements for screening of child care personnel and the requirements for ensuring the health and safety of the children in care.

Section 5. REVOCATION OF LICENSE: The Board may revoke a license if it finds that the operator has failed to comply with any provisions of this Act or any rule or regulation issued hereunder.

Section 6. MINIMUM STANDARDS, REASONABLE RULES AND REGULATIONS TO BE PRESCRIBED BY THE BOARD:

1. The Board shall make, adopt, amend and repeal such rules and regulations as are necessary to protect the health and safety of persons in child care facilities, large family child care homes, or family day care homes; prescribing standards for living quarters, including provisions pertaining to sanitary conditions, light, air, safety, protection from fire hazards, equipment, operation, qualifications and number of staff, and such other matters as may be appropriate to protect the life and health of the occupants thereof. Standards established by rules and

regulations of the Board shall meet or exceed state minimum standards, to wit: standards established by the Department of Children and Family Services pursuant to chapter 402, Florida Statutes.

2. The Board may make, adopt, amend, and repeal such rules and regulations as are necessary:
 - a. To require facilities regulated hereunder to secure liability insurance and set minimum limits and standards for carriers: and,
 - b. To establish fees for inspection and licensing under this Act.

No such rules and regulations of the Board shall be adopted or become effective until after a public hearing has been held by the board pursuant to at least one notice published in a newspaper of general circulation in the county at least 10 days prior to the hearing. When approved by the Board and filed with the Clerk of the County Commission, such rules and regulations shall have the force and effect of law. Until the Board adopts rules and regulations, the State standards aforementioned shall apply to all facilities regulated by this act.

Section 7. CHILD CARE ADVISORY COUNCIL:

1. The Board shall appoint a Child Care Advisory Council which shall be appointed by the Board of County Commissioners no later than 60 days after the effective date of this Act. Members of the Council shall serve at the pleasure of the Board of County Commissioners. The Council shall be composed of seven members consisting of the following:
 - a. Two members who represent and operate as a private enterprise a facility regulated hereunder one of whom operates a family day care home or large family child care home.
 - b. One member who represents and operates a parochial facility regulated hereunder.
 - c. One member who represents a consumer protection enforcement official.
 - d. One member for fire protection, engineering, or technology.
 - e. One member who at the time of appointment was a parent of a child in a facility regulated hereunder.
 - f. One member who represents the Department of Children and Family Services.
2. The Council shall advise the Board and make recommendations as to the

issuance and revocation of license and as to rules and regulations necessary to protect the health and safety of persons in child care facilities, large family child care homes or family day care homes.

Section 8. **RIGHT OF ENTRY:** Members of the Board and its representative may enter and inspect child care facilities, large family child care homes, or family day care homes at reasonable hours, and may question such persons and investigate such facts, conditions, and practices or matters as may be necessary or appropriate to determine whether any person has violated any provisions of the Act, or of any rule or regulation issued hereunder.

Section 9. **EXEMPTIONS:** The provisions of this Act shall not apply to any public or nonpublic school which is in compliance with the compulsory school attendance law, chapter 232, Florida Statutes, any summer camp having children in full time residence, summer day camp, or vacation Bible school, or any foster home, home for mentally retarded or handicapped children, juvenile detention facility, hospital, or other similar institution otherwise regulated for health standards by a governmental agency. However, this section shall not be deemed to exempt institutions or facilities otherwise regulated by the Department of Children and Family Services pursuant to s. 402.301, et seq., Florida Statutes, as it may from time to time be amended or transferred.

Section 10. **CIVIL ENFORCEMENT:** Any violation of this Act or the rules and regulations of the Board adopted pursuant hereto shall be subject to enforcement by the Palm Beach County Environmental Control Officer and the Palm Beach County Environmental Control Act, chapter 70-862, Laws of Florida, as amended, and as it may in the future be amended or reenacted.

Section 11. **CRIMINAL PENTALTY:** Any person failing to comply with the provisions of this act is guilty of a misdemeanor of the second degree punishable as provided by general law.

Section 12. **ADVERTISING BY FACILITIES:** It shall be unlawful for any person, persons, associations, partnerships, corporations, or institutions to offer or advertise to the public in any way or by any medium whatsoever, large family child care home, family day care home or child care facility service without first having secured a license under the provisions of this Act. All advertisements advertising any such services shall include the license number of the license issued pursuant to this Act.

Section 13. **SEVERABILITY:** If any provision of the Act, or the application thereof to any person or circumstances, is held invalid, such invalidity shall not affect other provisions or applications of this Act which can be given effect without the invalid provision or invalid application and to this end the provisions of the Act are declared severable.

Section. 14. **THIS ACT SHALL TAKE EFFECT UPON BECOMING A LAW.**

APPROVED BY THE GOVERNOR MAY 26, 2010.

FILED IN OFFICE SECRETARY OF STATE MAY 26, 2010.

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Ron DeSantis
Governor

Joseph A. Ladapo, MD, PhD
State Surgeon General

Vision: To be the Healthiest State in the Nation

MEMORANDUM

DATE: December 21, 2021

TO: The Honorable Robert S. Weinroth, Mayor, and members of the Palm Beach County Board of County Commissioners

THRU' Alina Alonso, MD, County Health Director
Florida Department of Health, Palm Beach County *[Signature]*

FROM: Courtney Shippey, Environmental Administrator
Florida Department of Health, Palm Beach County *[Signature]*

RE: Notice of Vacant Seat on the Child Care Advisory Council

Pursuant to Chapter 2010-249, Laws of Florida, and Article IV.B.2, Palm Beach County Rules and Regulations Governing Family Child Care Homes and Large Family Child Care Homes, the Child Care Advisory Council (Council) is comprised of seven members who serve at the pleasure of the Board of County Commissioners (BCC). The Florida Department of Health, Palm Beach County serves as staff to the Council.

Currently, Seat 4 is vacant, and Claudette Rifenberg is recommended for appointment to serve the remainder of the term which expires on September 30, 2023. The seat was vacated in November 2021, due to the resignation of Terry Newton.

Staff is pleased to submit for your consideration this recommendation to appoint:

<u>Seat #</u>	<u>Requirement</u>	<u>Nominee</u>
4	Represents Consumer Protection Enforcement Official	Claudette Rifenberg

If you wish to support this appointment, please sign and return the attached Boards/Committee Application. If you wish to have another nominee considered for the seat, and the nominee meets the seat requirements, please provide the nominee's contact information.

Staff intends to agenda the appointment for February 1, 2022, so please return the signed form no later than December 30, 2021. If you have any questions, please contact me at 561-837-5971 or Courtney.Shippey@flhealth.gov

cc: Rafael Reyes, Environmental Public Health Director, FDOH Palm Beach County
Andrew Simler, Esq., Senior Attorney, FDOH Palm Beach County

Attachments:

- Board/Committee Application
- Child Care Advisory Council Composition

**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: Child Care Advisory Council Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 1.06 Years. From: 02/01/2022 To: 9/30/2023

Seat Requirement: Consumer Protection Enforcement Official Seat #: 4

*Reappointment or New Appointment

or to complete the term of Terry Newton Due to: resignation other

Completion of term to expire on: 9/30/2023

***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: RIFENBERG CLAUDETTE A.
Last First Middle

Occupation/Affiliation: Manager – Palm Beach County Division Of Consumer Affairs

Owner Employee Officer

Business Name: Palm Beach County Division Of Consumer Affairs

Business Address: 50 S. Military Trail, Suite 201

City & State West Palm Beach, FL Zip Code: 33415

Residence Address: Not Disclosed

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

Home Phone: (561) 634-1182 Business Phone: (561) 712-6600 Ext. 6613

Cell Phone: (561) 634-1182 Fax: (561) 712-6610

Email Address: CRIFENBE@PBCGOV.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

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):

X By watching the training program on the Web, DVD or VHS on 07/24/2021
 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: Claudette Rifenberg Date: 12/09/2021

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:
Courtney Shippey, Florida Department of Health in Palm Beach County
 800 Clematis Street, West Palm Beach, FL 33401

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: February 1, 2022

Commissioner's Signature: [Signature] Date: 12/22/21

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

Revised 02/01/2016

**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.

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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:

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_____	_____	_____	_____
_____	_____	_____	_____

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

NONE

NOT APPLICABLE/
(Governmental Entity)

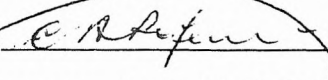
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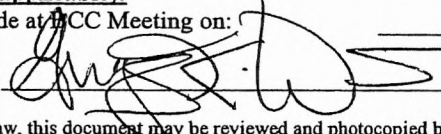
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Return this FORM to:
 Courtney Shippey, Florida Department of Health in Palm Beach County
 800 Clematis Street, West Palm Beach, FL 33401

Section III (Commissioner, if applicable):

Appointment to be made at BOCC Meeting on:

Commissioner's Signature:  Date: 12/23/21

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

Revised 02/01/2016

BOARDS/COMMITTEES APPLICATION CHECKLIST

This form must be completed by Staff and accompany the Board Appointment Item

Proposed BCC Date: February 1, 2022 Dept/Division: Florida Department of Health Palm Beach County

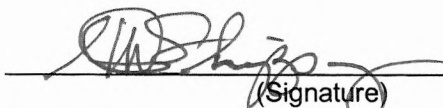
Applicant's Name: **Claudette Rifenberg**

Board/Committee Name: **Child Care Advisory Council**

Purely Advisory [] Not Purely Advisory []

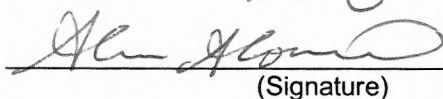
#	Description	Yes	No	N/A																										
1.	Is Part I fully completed and correct?	<input checked="" type="checkbox"/>																												
2.	Is Part II fully completed?	<input checked="" type="checkbox"/>																												
3.	Biography or resume included?	<input checked="" type="checkbox"/>																												
4.	Is Applicant a Palm Beach County resident?	<input checked="" type="checkbox"/>																												
a.	If "No", please explain:			<input checked="" type="checkbox"/>																										
5.	Did Applicant disclose felony conviction?		<input checked="" type="checkbox"/>																											
a.	If "Yes", did staff review information?			<input checked="" type="checkbox"/>																										
b.	Based on review, does staff recommend Applicant for consideration?	<input checked="" type="checkbox"/>																												
c.	Please explain:																													
6.	Did Applicant disclose contractual relationship(s)? If "Yes" complete Questions "a" through "c" below: If "No" skip to Question 7:		<input checked="" type="checkbox"/>																											
a.	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:40%;">List Each Contract(s) Identified in Application</th> <th style="width:20%;">Board/Committee provides regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")</th> <th style="width:20%;">Board/Committee provides NO regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")</th> <th style="width:10%;">Waiver Required (Y or N)</th> <th style="width:10%;">Disclosure Required (Y or N)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	List Each Contract(s) Identified in Application	Board/Committee provides regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")	Board/Committee provides NO regulation, oversight, management or policy setting recommendations regarding the contract identified (Check if "Yes")	Waiver Required (Y or N)	Disclosure Required (Y or N)																								
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b.	Does Department Recommend Waiver and/or Disclosure			<input checked="" type="checkbox"/>																										
7.	Is Part III completed?		<input checked="" type="checkbox"/>																											

Completed by: Courtney Shippey
(Print Name)


(Signature)

Date: 12/28/21

Department Head: Alina Alonso, MD
(Print Name)


(Signature)

Date: 12/28/21

To be completed by Administration if Staff answered "Yes" to Questions 5 or 6:

Administration (Initials): _____

Date: _____