Agenda Item #: 3X-3

# PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

### **BOARD APPOINTMENT SUMMARY**

Meeting Date:

August 20, 2024

Department:

**Department of Public Safety** 

Advisory Board:

**Emergency Medical Services Advisory Council** 

#### I. EXECUTIVE BRIEF

**Motion & Title: Staff recommends motion to approve:** One (1) At-Large Appointment to the Emergency Medical Services (EMS) Advisory Council Hospital CEO seat, to complete the unexpired term of the former council member who resigned April 30, 2024. The term will be from August 20, 2024 to September 30, 2026.

Nominee Seat Designation Hospital CEO Tenet Hospital Administration (Tenet Hospital)

**Summary:** The EMS Council advises the Board of County Commissioners (BCC) on matters relating to EMS; in addition to proposing and discussing ideas and projects which might improve the quality of EMS in Palm Beach County. Per Resolutions R2014-0100 and R2016-1824, the BCC approved a representative make-up of the EMS Council to include twenty (20) members. Thirteen (13) members are representatives of the various components of the EMS system with specific requirements and seven (7) members are Commission District Consumer appointments. The EMS Council currently has 17 seats filled, with a diversity count as follows: Caucasian 16 (94%) and African American: 1 (6%). The gender ratio (male: female) is 14:3. Staff is addressing . the need to increase diversity within its boards and will continue to encourage this in an effort to expand the Boards diversity. **Countywide** (SB)

**Background and Justification:** The purpose of the EMS Council is to provide recommendations for improving and enhancing EMS in Palm Beach County.

#### Attachments:

- 1. Board/Committee Application with nomination letter from affiliation
- 2. List of current members
- 3. Resolutions R2014-0100 and R2016-1824

Recommended by:	Seynoho Digitally signed by Stephanie Sejnoha Date: 2024,07,22 08:24:33 -04'00'	7/22/24	
	Department Director	Date Date	
Legal Sufficiency:	Ann Bin		
	Assistant County Attorney	Date	

## II. REVIEW COMMENTS

Α.	Other Department Review:
	Department Director
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## 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 lesume to this form.

Section 1 (Department): (P	lease Print)									
Board Name: EMS A	dvisory Co	ıncil					Advisory [X]	Not Ac	dvisory [	]
[X] At Large Appo	intment		or	[ ] Distri	ct App	ointn	nent /District #:			
Term of Appointment:	3	Years.	Fro	om: <u>8/20/</u>	24		To:	9/30/26		
Seat Requirement: Pa	ılm Beach (	County Tenet	Hospital C	EO			Seat #:	20		
[ ]*Reappointment			or	www.[.] NewA	ppoipt	ment				
or [X] to complete the	he term of	Daniel List	ti	Due	to:	[X]	resignation	[]	other	
Completion of term to expi	re on:	9/30/26								
ection 11 (Applicant): (PI	EMPTEĎ,	MUST BE A								
Name: Montgor Last	nery		She Firs				Middle			
Occupation/Affiliation:	Tenet I	Hospital CEC		ik. Tanan kanangan kanangan kanangan			ivildale			
·	Owner			Employee [	]		Officer	[X]	***************************************	
Business Name:	Good S	Samaritan Me	dical Cent	er						
Business Address:	1309 1	N. Flagler Dr.	ĸ							
City & State	West I	Palm Beach, l	FL		Zip (	Code:	33401			
Residence Address:	12024	Fox hill circl	le							
City & State	Boynto	n Beach Fl.			Zip (	Code:	33473			
Home Phone: (	)			Business Phone:		(561)	650-6201	]	Ext.	
Cell Phone: <u>5</u>	61 866 -27	53		Fax:		( )				
Email Address: <u>s</u>	<u>heri.montg</u>	omery@ten	ethealth.c	<u>oni</u>						
Mailing Address Preference:	[ ] Busine	ess [X] Res	sidence							
f Yes, state the court, nature	d of a felon of offense,	y: Yes disposition o	No of case and	X date: 6_1 date: 4.1		, <u>.</u>	-			
Ainority Identification Coo		Male Hispanic-Ame	erican	[X] Female	an [	] Af	rican-American	[X] Cat	ıcasian	

Page 1 of 2

that do not exceed \$500 per year advisory board member's board subject contract or transaction as To determine compliance with relationships between Palm Bobusiness. This information should	in aggregate. These exemptions provides no regulation, overside the contract or transaction is this provision, it is necessary each County government and do be provided in the space below	e bids, certain emergency and sole so s are described in the Code. This pro- ght, management, or policy-setting disclosed at a public meeting of the I that you, as a board member app you as an individual, directly or in w. If there are no contracts or transac- you are eligible to serve or if you may	hibition does not apply when the recommendations regarding the Board of County Commissioners. Dicant, identify all contractual adirectly, or your employer or tions to report, please verify that
Contract/Transaction No.	Department/Division	Description of Services	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
	(Attach Additiona	Sheet(s), if necessary) OR	Politican Professional Political Politica
NONE	X	NOT APPLICABLE/ (Governmental Entity)	
Beach County Code of Ethic http://www.palmbeachcountyeth appointment, and upon reappoint part III of the Florida Statutes), a  By signing below I agree required Ethics training  By wa	s. Training on the Palm lics.com/training.htm. Ethics trainent. All board members must and the Florida Sunshine Law.  to abide by the Palm Beach (in the manner checked below the training program on the state of th	nd complete training on Article XIII of Beach County Code of Ethics caning is on-going, and pursuant to Palso be familiar with the State of Florida County Code of Ethics, and acknown:  the Web, DVD or VHS on May 23 on, 20	an be found on the web at: PM CW-P-80 is required before da Code of Ethics, (Chapter 112, wledge that I have received the
*Applicant's Signature:  Any questions and/or concerns re	Printe egarding Article XIIIof the Palm	erstand and agree to abide by the f the Florida Statutes:  ed Name: Many Code of Ethics, pleas is email at ethics@palmbeachcounty	Date: 5/23/24
	Lynette Schurter, PBC	nis FORM to: C Emergency Management Test Palm Beach, FL 33415	
Section HI (Commissioner, if a			
Appointment to be made		1 . ( , , )	
		Date:	
Pursuant to Florida's Public Records Law	, this document may be reviewed and pl	notocopied by members of the public.	Revised 01/09/2023

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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



DELRAY MEDICAL CENTER | GOOD SAMARITAN MEDICAL CENTER
PALM BEACH CHILDREN'S HOSPITAL | PALM BEACH GARDENS MEDICAL CENTER
ST. MARY'S MEDICAL CENTER WEST BOCA MEDICAL CENTER

May 15, 2024

Ms. Lynette Schurter, EMS Specialist Department of Public Safety Division of Emergency Management 20 S. Military Trail West Palm Beach, FL 33412

Dear Ms. Schurter:

Please allow this letter to serve as my notification to you and the Palm Beach County Department of Public Safety that I would like to nominate Sheri Montgomery, CEO, Good Samaritan Medical Center, to occupy the rest of Daniel Listi's term on the Palm Beach County Emergency Medical Services Advisory Council representing Tenet Healthcare. My understanding is this term is effective until September 30, 2026.

Per your previous letter dated May 14, 2024 outlining the requirements to fill this seat, I believe that Sheri will meet all listed requirements. Should you have any further questions, please do hesitate to contact me.

Sincerely,

Maggie Gill President

Palm Beach Health Network

## Palm Beach County Emergency Medical Services Advisory Council

As of May 30. 2024

SEAT#	NAME	SEAT REQUIREMENT	TERM EXPIRATION DATE
1	James Ippolito	Fire Chiefs Assoc.	
		of PBC-FL, Inc.	9/30/2025
2	Madonna Stotsenburg	ER Nurse's Forum	9/30/2024
3	David Gobey	Private Ambulance Provider	9/30/2024
4	Dr. Belma Andric	PBC Health Care District - Trauma	9/30/2026
5	Cory Bessette	PBC EMS Providers	9/30/2026
6	Dr. Scott Alter	Economic Councl of PBC Inc.	9/30/2025
7	Dr. Cory Harow	ER Physician	9/30/2026
8	Matt Keeler	EMS Educator	9/30/2025
9	William Quinn	Consumer Distr. 1	10/1/2024
10	Jim Kovalsky	Consumer Dist. 2	9/30/2025
11	Glenn Jordan	Consumer Distr. 3	9/30/2026
12	Open	Consumer Distr. 4	
13	Open	Consumer Distr. 5	
14	Bob Bean	Consumer Distr. 6	9/30/2026
15	Keith Golden	Consumer Distr. 7	9/30/2025
16	Dr. Adam Leisy	PBC EMS Medical Directors	
	-	Association	9/30/2025
17	John Prince III	PBC Council of FF/PMDs	9/30/2025
18	Pam Tahan	Hospital CEO (Independent - UHS)	9/30/2026
19	Jason Kimbrell	Hospital CEO (HCA)	9/30/2026
20	Sheri Montgomery - pending BCC approval 8/20/24	Hospital CEO (Tenet)	9/30/2026

#### **RESOLUTION NO. R 2016-1824**

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AMENDING RESOLUTION 2014-0100: ESTABLISHING A SEAT ON THE CHANGING A SEAT ON THE EMS ADVISORY COUNCIL FROM PALM BEACH COUNTY MEDICAL SOCIETY, INC. TO PALM BEACH COUNTY EMERGENCY MEDICAL SERVICES PROVIDERS ASSOCIATION.

WHEREAS, the Emergency Medical Services (EMS) Advisory Council was created in 1973 by the Board of County Commissioners to provide recommendations for improving emergency medical services in Palm Beach County; and

WHEREAS, over the years the EMS Advisory Council membership has been modified and today exists as a twenty (20) member body; and

WHEREAS, the EMS Advisory Council recommends that "At Large" Seat #5
Palm Beach County Medical Society, Inc be changed to Palm Beach County Emergency
Medical Services Providers Association.

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

1. The Membership Section of R-2014-0100 is amended to read:

#### **MEMBERSHIP**

- 1 Fire Chief's Association of PBC-FL Inc.
- 1 Emergency Room Nurses Forum
- Private Ambulance Provider
- 1 PBC Health Care District Trauma District
- PBC Emergency Medical Services Providers
- Economic Council of PBC Inc.
- Emergency Room Physician
- 1 EMS Educator
- 7 Consumers District
- 1 PBC EMS Medical Directors Association
- 1 Palm Beach County Council of Firefighters/Paramedics
- 3 Hospital CEO
- 2. All Appointments are "at large" with the exception of the seven (7) District "consumer" positions. The seven (7) District consumer appointments are defined as individuals who have received or may potentially receive the services from an Emergency Medical Services Provider and who are not associated with an Emergency Medical Services Provider and who do not receive any form of compensation or remuneration from an Emergency Medical Services Provider or agency associated with or a part of an Emergency Medical Services Provider.
- 3. Terms of Office for Advisory Council members shall be three (3) years. Terms shall begin on October 1st and end on September 30th. No member shall be appointed or reappointed to the Advisory Council for more than three (3) consecutive three (3) year terms. All members serve at the pleasure of the Commission and may be removed by the Commission at any time and without cause.

4. All members must be residents of Palm Beach County at the time of appointment and while serving on the Council. Ex-officio or alternatives may be appointed to the Council by the Commission.

McKinlay

The foregoing resolution was offered by Commissioner \_\_\_\_ who moved its adoption. The motion was seconded by Commissioner \_\_\_ and upon being put a vote. The vote was as follows:

District 1:	Hal Valeche	Ауе
District 2:	Paulette Burdick	Ауе
District 3:	Dave Kerner	Aye
District 4:	Steven L. Ahrams	Aye
District 5:	Mary lou Berger	Aye
District 6:	Melissa McKinlay	Aye
District 7:	Mack Bernard	Ave

The Mayor thereupon declared the resolution duly passed and adopted this  $\underline{\text{6th}}$  day of  $\underline{\text{Deo}}$  2016.

PALM BEACH COUNTY, FLORIDA BY ITS BOARD OF COUNTY COMMISSIONERS

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

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Sharon R. Bock, Clerk & Cog

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ATTACHMENT

#### RESOLUTION NO. 201 4 - 0100

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, REPEALING RESOLUTION R73-162; AMENDED BY RESOLUTIONS R73-341; R75-814; R77-1093; R77-1133; R85-1073; R89-1086; R90-549; R93- 448 R93-876; R94-154; R99-1396; R2009-0248; R2012-0216; ESTABLISHING AND UPDATING THE UNIFORM POLICIES AND PROCEDURES FOR PALM BEACH COUNTY ADVISORY BOARDS, COMMITTEES, AND COMMISSIONS; PROVIDING FOR CREATION OF THE PALM BEACH COUNTY EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL

WHEREAS it is desirable to repeal Resolution R73-162; amended by Resolutions R73-341; R75-814; R77-1093; R77-1133; R85-1073; R89-1086; R90-549; R93-448; R93-876; R94-154; R99-1396; R2009-0248; R2012-0216; and reestablish upto-date policies into one all encompassing document which includes specific procedures to ensure compliance with the Board of County Commissioners directives; and

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida, established the Palm Beach County Emergency Medical Services Advisory Council ("Advisory Council") on March 27, 1973; and

WHEREAS, on February 5, 2013, the Board of County Commissioners ("Board") adopted Resolution 2013-0193, establishing uniform policies and procedures for Palm Beach County advisory boards, committees and commissions; and

WHEREAS, there is a need to bring Resolution R73-162, as amended into compliance with the Board of County Commissioners' uniform policies and procedures on advisory boards as provided in Resolution R2013-0193, as may be amended; and

**WHEREAS,** repealing and replacing Resolution R73-162; amended by Resolutions R73-341; R75-814; R77-1093; R77-1133; R85-1073; R89-1086; R90-549; R93-448; R93-876; R94-154; R99-1396; R2009-0248; R2012-0216, pertaining to the

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Palm Beach County Emergency Medical Services Advisory Council ("Advisory Council"), will simplify future reference.

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

**Section 1.** Repeal and Replacement of Prior Resolutions. Resolutions R73-162, R73-341, R75-814, R77-1093, R77-1133, R85-1073, R89 1086, R90-549, R93-448, R93-876, R94-154, R99-1396, R2009-0248, and R2012-0216 are repealed and replaced in their entirety.

Section 2. <u>Creation of the Palm Beach County Emergency Medical Services</u>

<u>Advisory Council</u>. There is hereby re-established the Palm Beach County Emergency Medical Services Advisory Council, an Advisory Board, to be known as the "EMS Advisory Council" herein referred to as the "Advisory Council."

Section 3. Advisory Board Membership. The Advisory Council shall be composed of twenty (20) members, seven (7) of whom shall be termed "District" members, thirteen (13) of whom shall be termed "At-Large" members. All members must be residents of Palm Beach County at the time of appointment and while serving on the Advisory Council and shall have such qualifications for office as are hereinafter enumerated. At-Large members shall be appointed by the Board, as a whole, from nominations provided by individual agencies that the members are associated with as well as the County Commissioners. At-Large members shall also possess qualifications for office as hereinafter enumerated. All District members shall serve at the pleasure of the District Commissioner appointing them and may be removed without cause. Similarly, all At-Large members shall serve at the pleasure of the Board and may be removed without cause.

**Section 4.** Qualifications of Members. Each person nominated for and appointed to the Advisory Council shall possess a favorable reputation within Palm Beach County for experience and expertise in at least one of the following professions or fields:

Fire Chief's Association of PBC-FL Inc.,

- 2. ER Nurse's Forum
- 3. Private Ambulance Provider, nominated by County Private Ambulance Services Providers.
- 4. PBC Health Care District Trauma District
- 5. PBC Medical Society Inc.- Physician, Emergency Room experience
- 6. Economic Council of PBC Inc., not to include a hospital representative
- 7. Emergency Room Physician, open to all County Hospitals
- 8. EMS Educator from County EMS Training Facilities
- 9. Palm Beach County Medical Directors
- 10. Palm Beach County Council of Firefighters
- 11. Hospital CEO, to be selected by each Independent Hospital Representative and nominated by the BCC.
- 12. Hospital CEO, to be selected by HCA Hospitals Administrators
- 13. Hospital CEO, to be selected by TENET Hospitals Administrators
- 14. Seven (7) "District" members who receive direct services from the EMS Community.

Section 5. <u>Term of Office.</u> Terms of office for Advisory Council members shall be three (3) years. Terms shall begin on October 1st and end on September 30th. Existing member's terms shall end on September 30th of the year in which their term expires. Beginning on or after March 1, 2013, no member shall be appointed or reappointed to the Advisory Council for more than three (3) consecutive three (3) year terms.

Section 6. Removal for lack of Attendance. Members of boards shall be automatically removed for lack of attendance. Lack of attendance is defined as 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 paragraph shall not continue to serve on the board and such removal shall create a vacancy, unless otherwise provided by statute or other binding rule.

Section 7. <u>Vacancies</u>. Vacancies occurring during a term shall be filled for the unexpired term, and shall not count toward the member's term limits.

**Section 8.** Conduct of Meeting. A quorum must be present for the conduct of all Advisory Council meetings. A majority of the members appointed shall constitute a quorum. All meetings shall be governed by Robert's Rules of Order.

Section 9. Officers. Officers of the Advisory Council shall consist of a Chair and a Vice Chair who shall be elected by a majority vote of the membership and shall serve for terms of one (1) year. No officer shall serve for more than two (2) consecutive terms and any officer may be removed before the expiration of his term by a two-thirds (2/3) vote of the Advisory Council. The Chair shall preside over the meetings and the Vice Chair shall preside in the absence of the Chair.

Section 10. Meetings. The Advisory Council may meet in regular session once every two (2) months, with the annual meeting for the selection of officers to be in the month of May, or as required, at times and places set by the Advisory Council or as determined by the Chair. Regular meetings shall be set by the Advisory Council at least one (1) calendar month in advance of each meeting. Special meetings of the Advisory Council may be held at the call of the Chair or the Director of Public Safety, provided, however, that forty-eight (48) hours advance notice is given to both the members of the Advisory Council and the public in accordance with Florida Statutes, so that reasonable public notice is provided for all meetings, with same being open to the public at all times.

Section 11. <u>Duties and Responsibilities</u>. It shall be the duty of the Advisory Council to review and make recommendations to the Board or the Director of the Department of Public Safety. Such review and recommendations shall be performed

in a timely manner. Moreover, the Advisory Council may review and make recommendations to the Board on any and all emergency medical services matters coming within the authority and purview of the Board.

Section 12. Staff Cooperation and Support. The staff of the County, including but not limited to, the County Administrator or his designee, the County Attorney or his designee, and the Director of Public Safety, are hereby charged with the responsibility to furnish to the Advisory Council; such records, documents, plans, reports and financial data on emergency services matters which, in the opinion of the Advisory Council, may fulfill the duties required of it hereunder. Secretarial and recording support for the Advisory Council shall be made available by the Department of Public Safety.

Section 13. <u>Appointment of Advisors</u>. The Advisory Council is authorized to seek and secure advice from those who might be of assistance to the Advisory Council; provided, however, that such advice must be obtained without compensation to the advisor.

Section 14. <u>Travel Expenses</u>, <u>Reimbursement and Approval Authority</u>. Members of the Advisory Council shall serve without compensation but may be eligible for travel reimbursement for only those expenses which are incurred for travel outside Palm Beach County which is necessary to fulfill Advisory Council member responsibilities provided sufficient funds have been budgeted and are available as set forth in PPM CW-0-038. No other expenses are reimbursable except documented long distance phone calls to the liaison County department. Any approved travel reimbursement shall be subject to those actual expenses at the rate or rates established by State law and County travel policy. Approval authority for pre-authorized Council member travel is designated to the County Administrator and Deputy County Administrator and shall be in accordance with Countywide Policy and Procedures memoranda (PPM) CW-F-009.

Section 15. <u>Maximum Number of Boards</u>. The maximum number of Boards that an individual member appointed by the Board of County Commissioners may serve on at one time shall be three (3), except that no individual may serve on more than one (1) board, including if doing so would violate Article II, Section 5 (a) of the Florida Constitution which prohibits dual office holding.

**Section 16.** Qualification as a Candidate. Advisory Council members shall not be prohibited from qualifying as a candidate for elected office.

Section 17. Sunshine Law and State Code of Ethics. The Advisory Council shall comply with the Sunshine Law and State Code of Ethics. Reasonable public notice of all Advisory Council meetings shall be provided. All meetings of the Advisory Council shall be open to the public at all times and minutes shall be taken at each meeting.

Section 18. <u>Palm Beach County Code of Ethics.</u> Advisory Council 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 19. <u>Annual Narrative Report.</u> The Advisory Council, and each board listed in PPM CW-O-60, may be amended from time to time and 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. An Annual Narrative Report does not have to be submitted if the board is required to submit a report at least quarterly through ordinance, law, or some other legal document.

Section 20. Compliance with Uniform Policy for Advisory Boards and Commissions. This Resolution and the Advisory Council are expressly subject to all uniform policies for advisory boards and commissions as established by the Board pursuant to Resolution 2013-0193, as may be amended. In the event of any conflicts

between this Resolution and any amendments hereto, and the aforesaid Resolution 2013-0193, as may be amended, the latter shall prevail over the former.

**Section 21.** Effective Date. The provisions of this Resolution shall be effective immediately upon adoption.

who moved its adoption. The m	n was offered by Commissi notion was seconded by Co oon being put to a vote, the	ommissio	
	elley Vana ephen A. Abrams iry Lou Berger	-	Aye Aye Aye Aye Aye Aye Aye Aye

The Mayor thereupon declared the Resolution duly passed and adopted this 14th day of January 2014.

PALM BEACH COUNTY, FLORIDA, BY ITS BOARD OF COUNTY COMMISSIONERS

Sharon R. Bock

By () 10 ()

APPROVED AS TO FOR

Bv:

Assistant County Attorney