

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY**

Meeting Date: September 17, 2024

Department: Administration/Office of Equal Business Opportunity
Advisory Board: Equal Business Opportunity Advisory Committee

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve:

A) the reappointment of one (1) applicant to the Equal Business Opportunity Advisory Committee (EBOAC) for a three (3) year term from September 17, 2024 through September 16, 2027:

NAME	SEAT	DESIGNATION	NOMINATED BY
Clementine Fleuranvil	8	National Association of Women in Construction	Commissioner Barnett

B) the appointment of one (1) new applicant to the EBOAC to complete an unexpired term. Mr. Ilan Kottler's will complete an unexpired term through July 11, 2025, plus a full three (3) year term commencing July 12, 2025 through July 11, 2028; and

NEW APPOINTMENT	SEAT	REQUIREMENT	NOMINATED BY
Ilan Kottler	4	Certified White Male Business Owner	Commissioner Marino Commissioner Barnett



C) the appointment of one (1) new application to the EBOAC to complete an unexpired term. Ms. Jacqueline Ramirez will complete an unexpired term through October 15, 2024, plus a full three (3) year term commencing October 16, 2024 through October 15, 2027.

NEW APPOINTMENT	SEAT	REQUIREMENT	NOMINATED BY
Jacqueline Ramirez	12	Small Business Development Center	Commissioner Barnett

Summary: The EBOAC reviews and evaluates the effectiveness of equal business opportunity programs within County Government, and was established pursuant to Section 2-80.28(f) of the Palm Beach County Code. EBOAC consists of fifteen members representing one (1) African American business owner certified as a small business by the County; one (1) Hispanic business owner certified as a small business by the County; one (1) woman business owner certified as a small business by the County; one (1) white male business owner certified as a small business by the County; one (1) business owner domiciled in Palm Beach County; one (1) representative of a business incubator program; one (1) representative of the Hispanic business organization; one (1) representative of the National Association of Women in Construction; one (1) representative of a Women's Business Organization; one (1) certified minority contractor; one (1) representative of the Associated General Contractors of America; one (1) representative of the Small Business Development Center; one (1) representative of a financial institution that assists small businesses; one (1) representative of the Black Chamber of Commerce; and one (1) representative of a professional services organization. **(Summary continued on Page 3)**

Attachments:

1. Board/Committee Application
2. Resume of Nominee
3. Memo to BCC dated July 12, 2024
4. Current List of Board Members

Recommended by:		8/30/2024
	Department Director	Date
Legal Sufficiency:		9/12/24
	Assistant County Attorney	Date

II. REVIEW COMMENTS

A. Other Department Review:

Department Director

(Summary Continued from Page 1)

On July 12, 2024, a memo was sent to the Board of County Commissioners (BCC) requesting approval of the nominations. No other nominations were received. EBOAC seat terms are for three (3) years. The current diversity count is: African American: 7 (53.8%), Caucasian: 4 (30.8%), and Hispanic: 2 (15.4%). The gender ratio (female: male) is: 8:5. The nominees for reappointment and appointment are Clementine Fleuranvil, African-American female; Ilan Kottler; Caucasian male; Jacqueline Ramirez, Hispanic female. Staff is addressing the need to increase diversity within our boards and will continue to encourage this to expand this Board's diversity. Countywide (RS)

Background and Justification: On October 16, 2018, the County enacted the Equal Business Opportunity Program Ordinance (EBO Ordinance), Sections 2-80.20 et seq. The EBO Ordinance repealed the County's Small Business Enterprise Program. Section 2-80.28(f) of the EBO Ordinance provides for appointments to be made from specific organizations and representatives of the small business community, as specified above.

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 of the Palm Beach Code, the Palm Beach County Code of Ethics. Training on the Palm Beach County Code of Ethics can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

By signing below I agree to abide by the Palm Beach County Code of Ethics, and acknowledge that 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 June 10, 2024
 _____ 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 Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*Applicant's Signature: Clementine C. Fleuranvil, CPA Printed Name: Clementine C. Fleuranvil, CPA Date: 6/10/2024

Any questions and/or concerns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountyethics.com or contact us via email at ethics@palmbeachcountyethics.com or (561) 233-0724.

Return this FORM to:
Megan Harp, Administrative Assistant II
Office of Equal Business Opportunity
50 South Military Trail, Suite 202

West Palm Beach, FL 33415

Section III (Commissioner, if applicable)

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature:  Date: 7/30/24

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

Revised 01/09/2023

**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: Equal Business Opportunity Advisory Committee Advisory Not Advisory

At Large Appointment or District Appointment / District #: _____

Term of Appointment: 3 Years. From: 7/12/2022 To: 7/11/2025

Seat Requirement: Certified White Male Business Owner Seat #: 4

*Reappointment or New Appointment

or to complete the term of Alan Gerwig Due to: resignation other

Completion of term to expire on: 7/11/2025

*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: Kotler Ilan M.
Last First Middle

Occupation/Affiliation: Business owner

Owner Employee Officer

Business Name: Cappuccino Express Inc.

Business Address: P. O. Box 222441

City & State: West Palm Beach, FL Zip Code: 33422-2441

Residence Address: 151 Ocean Cay Way

City & State: Hypoluxo FL Zip Code: 33462

Home Phone: () Business Phone: (561) 616-9369 Ext. _____

Cell Phone: (561) 818-1999 Fax: ()

Email Address: ilan@cappuccinoexpress.biz

Mailing Address Preference: Business Residence

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

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>10/01/00-09/30/1100</u>
_____	_____	_____	_____
_____	_____	_____	_____

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

NONE

NOT APPLICABLE/
(Governmental Entity)

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 x By watching the training program on the Web, DVD or VHS on 06/04 20 24
 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 Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*~~Applicant's Signature~~  Printed Name: Ilan Kottler Date: 06/04/2024

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Return this FORM to:
 Megan Harp, Administrative Assistant II
 Office of Equal Business Opportunity
 50 South Military Trail, Suite 202
 West Palm Beach, FL 33415

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature:  Date: 7/22/24

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

Revised 01/09/2023

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

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Section I (Department): (Please Print)

Board Name: Equal Business Opportunity Advisory Committee Advisory Not Advisory

At Large Appointment or District Appointment / District #: _____

Term of Appointment: 3 Years. From: 7/12/2022 To: 7/11/2025

Seat Requirement: Certified White Male Business Owner Seat #: 4

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or to complete the term of Alan Gerwig Due to: resignation other

Completion of term to expire on: 7/11/2025

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Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Kettler Ilan M.
Last First Middle

Occupation/Affiliation: Business owner
Owner Employee Officer

Business Name: Cappuccino Express Inc.

Business Address: P. O. Box 222441

City & State: West Palm Beach, FL Zip Code: 33422-2441

Residence Address: 151 Ocean Cay Way

City & State: Hypoluxo FL Zip Code: 33462

Home Phone: () Business Phone: (561) 616-9369 Ext. _____

Cell Phone: (561) 818-1999 Fax: ()

Email Address: ilan@cappuccinoexpress.biz

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:

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_____	_____	_____	_____
_____	_____	_____	_____
(Attach Additional Sheet(s), if necessary)			
OR			
NONE	<input checked="" type="checkbox"/>	NOT APPLICABLE/ (Governmental Entity)	<input type="checkbox"/>

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*Applicant's Signature: _____ Printed Name: Ilan Kottler Date: 06/04/2024

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 Completion of term to expire on: _____

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 Home Phone: () Business Phone: (561) 616-9369 Ext. _____
 Cell Phone: (561) 818-1999 Fax: ()
 Email Address: ilan@cappuccinoexpress.biz

Mailing Address Preference: Business Residence

Have you ever been convicted of a felony: Yes _____ No
 If Yes, state the court, nature of offense, disposition of case and date: _____

Minority Identification Code: Male Female
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Section II Continued:

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_____	_____	_____	_____
_____	_____	_____	_____
(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 Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*Applicant's Signature: _____ Printed Name: Ilan Kottler Date: 06/04/2024

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Section III (Commissioner, if applicable)
 Appointment to be made at BCC Meeting on: _____
 Commissioner's Signature: _____ Date: 7/30/24

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Board Name: Equal Business Opportunity Advisory Committee Advisory Not Advisory

At Large Appointment or District Appointment /District #: _____

Term of Appointment: 3 Years. From: 10/16/2021 To: 10/15/2024

Seat Requirement: Small Business Development Center Seat #: 12

*Reappointment or New Appointment

or to complete the term of Carole Hart Due to: resignation other

Completion of term to expire on: 10/15/2024

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Section II (Applicant): (Please Print)

APPLICANT, UNLESS EXEMPTED, MUST BE A COUNTY RESIDENT

Name: Ramirez Jacqueline Ann
Last First Middle

Occupation/Affiliation: Senior Business Consultant
Owner Employee Officer

Business Name: Small Business Development Center at Florida Atlantic University

Business Address: 3651 FAU Boulevard #400

City & State: Boca Raton, Florida Zip Code: 33431

Residence Address: 3323 South Federal Hwy G

City & State: Boynton Beach, Florida Zip Code: 33435

Home Phone: () Business Phone: (561) 334-6428 Ext. _____

Cell Phone: () Fax: ()

Email Address: Jramir11@fau.edu

Mailing Address Preference: Business Residence

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

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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- By watching the training program on the Web, DVD or VHS on May 6 2024
- 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 Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*Applicant's Signature: Jacqueline Ramirez Printed Name: Jacqueline Ramirez Date: 5/7/2024

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Commissioner's Signature: _____

Date: 7/30/24

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Revised 01/09/2023

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Seat Requirement: Small Business Development Center Seat #: 12

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Last First Middle

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Owner Employee Officer

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Cell Phone: () Fax: ()

Email Address: Jramir11@fau.edu

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

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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"/>

ETHICS TRAINING: All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Training on the Palm Beach County Code of Ethics can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

By signing below I agree to abide by the Palm Beach County Code of Ethics, and acknowledge that I have received the required Ethics training (in the manner checked below):

- By watching the training program on the Web, DVD or VHS on May 6 2024
 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 Florida Sunshine Law and the State of Florida Code of Ethics, Chapter 112, part III of the Florida Statutes:

*Applicant's Signature: Jacqueline Ramirez Printed Name: Jacqueline Ramirez Date: 5/7/2024

Any questions and/or concerns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on Ethics website www.palmbeachcountyethics.com or contact us via email at ethics@palmbeachcountyethics.com or (561) 233-0724.

Return this FORM to:
 Megan Harp, Administrative Assistant II
 Office of Equal Business Opportunity
 50 South Military Trail, Suite 202

West Palm Beach, FL 33415

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on: _____

Commissioner's Signature: [Signature] Date: 7/30/24

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

Revised 01/09/2023

Contact

West Palm Beach, FL 33417
(561) 293-3004 (Work)
cpa@accountingofthepalmbeaches.com

www.linkedin.com/in/clementinefleuranvilcpa (LinkedIn)
www.accountingofthepalmbeaches.com (Company)
www.dibiz.com/clementine (Other)

Top Skills

Financial Planning and Analysis (FP&A)
Small Business Management
Certified Public Accountant

Certifications

QuickBooks Certified ProAdvisor
Public Procurement
Insurance Coding Specialist
Lean Six Sigma Yellow Belt
Xero Certified Advisor

Honors-Awards

Cum Laude

Publications

Blog Posts for Small Business Owners

Clementine Fleuranvil, CPA

Your Partnered CPA

West Palm Beach, Florida, United States

Summary

Motivated Licensed CPA, with a Master of Science in Accounting degree. Over fifteen years combined finance and accounting experience -- to include financial management & budget, forecasting, financial planning & analysis (FP&A), GAAP, joint ownership, project, regulatory, fund, corporate, international, accounts receivable, small business and cash accounting & reporting. Lean Six Sigma, Yellow Belt Certified and continuously completing trainings while conquering challenges to enhance my financial knowledge.

Talent for quickly mastering technology. Proficient in: SAP Financial, BPC, BOBJ, Apptio, RequestIT, Blackline, SunGard HTE/ NaviLine, Mas 90 Accounting Systems, Great Plains, Cognos Reporting, Advantage, HRIS, TimeServer, WebEOC, Workiva, MS: Power BI, Outlook, Excel, Teams, Word, Skype, SharePoint and Access.

Experience

NextEra Energy, Inc.

9 years 7 months

NEXTStep Rotational Program

June 2023 - Present (1 year 1 month)

Juno Beach, Florida, United States

Rotation 1: Financial Controller

Applying strong analytical skills to identify and evaluate operational efficiencies and business issues that impact NEER's financial performance; as well as, effectively communicating any impacts to various stakeholders, including business partners in other areas of finance, senior management and outside investors. Responsibilities include performing key financial obligations for renewable wind, solar and storage NEER Portfolios through internal and external reporting, budgeting & forecasting, business analytics, treasury functions and ad hoc reporting while adhering to time constraints for carrying out monthly, quarterly & yearly close obligations.

- Prepares and analyzes monthly forecasts, including the evaluation of assumptions, to ensure effective, timely, and actionable financial information.
- Prepares timely and accurate internal and external operating reports, and other discrete reporting as required by financing and partnership agreements
- Develops and maintains complex financial models for financings and partnerships, including due diligence support and pro forma development
- Provides high-quality analytics and valuable variance commentary on actual and forecasted financial information
- Prepares ad hoc financial analyses, reports and models as required (scenario/impact analysis on potential transactions and business decisions)
- Prepares presentations for third-party lenders/investors
- Participates in special projects such as software implementation initiatives and process improvement/Six Sigma projects
- Performs other job-related duties as assigned

Principal Financial Analyst

May 2022 - June 2023 (1 year 2 months)

Juno Beach, Florida, United States

Supporting our Information Technology (IT), Nuclear business unit by managing a ~50MM Budget Portfolio (for both O&M and Capital), while assisting senior management decision making via financial modeling and analysis, including but not limited to: revenue requirements and customer bill impacts, discounted cash flow analysis, and financial statement modeling. Also, identifies and conducts complex analysis of financial impacts to issues and/or decisions facing the company and proposes strategies to maximize financial performance of the company.

- Identifies, analyzes and communicates to management the impact on the Company's financial structure, profitability and competitive position utilizing relevant analytical methods and/or department forecasting models
- Conducts long term planning, annual budget preparation, monthly reporting, forecasting, cash flow, financial analysis and month-end close activities
- Provides financial analysis support for various projects, calculating revenue requirements, net present value, customer bill impact, etc.
- Provides expertise, support and financial training for the company departments requiring these services
- Performs financial analyses as required by management or regulatory bodies
- Makes recommendations on financing decisions and executes long and/or short term financings

- Prepares PowerPoint presentations to be provided to Senior and Executive Management
- Acts as a mentor to lower level employees
- Performs other job-related duties as assigned

Senior Financial Analyst

November 2019 - June 2022 (2 years 8 months)

West Palm Beach, Florida Area

Supporting our Information Technology (IT), Nuclear business unit by managing a ~42MM Budget Portfolio (~16MM O&M; ~26MM Capital), while assisting senior management decision making via financial modeling and analysis, including but not limited to: revenue requirements and customer bill impacts, discounted cash flow analysis, and financial statement modeling. Also, identifies and conducts complex analysis of financial impacts to issues and/or decisions facing the company and proposes strategies to maximize financial performance of the company.

- Identifies, analyzes and communicates to management the impact on the Company's financial structure, profitability and competitive position utilizing relevant analytical methods and/or department forecasting models
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- Makes recommendations on financing decisions and executes long and/or short term financings
- Prepares PowerPoint presentations to be provided to Senior and Executive Management
- Acts as a mentor to lower level employees
- Performs other job-related duties as assigned

Joint Ownership Accountant

January 2018 - November 2019 (1 year 11 months)

Juno Beach, FL

Support NextEra Energy's (NEE) Corporate Accounting – Regulatory Team, Joint Ownership Accounting functions among other month end and reporting activities; mainly focusing on Florida Power and Light (FPL) related activities:

- Prepared financial reports in a timely manner, in compliance with GAAP while accurately reflecting the financial status of the company
- Assured accounting integrity of corporate financial data through the implementation of appropriate internal controls
- Independently prepared schedules and journal entries
- Stayed abreast of and applied GAAP, SEC regulations, and relative company policies, practices and procedures
- Prepared monthly MPS and O&M (to include annual property tax, insurance cost and inventory charges) calculations; as well as, monthly Fuel Billings (to include biennial fuel and correlated interest expense calculations); using budgeted figures, rollforward schedules, business unit support and SAP/BOBJ reports
- Prepared annual O&M and Capital Participants Budget using forecasted figures and provide monthly variance explanations
- Managed FPL's amortization schedules for Company Wide, Worker's Comp program; allocated costs to business units within the organization; prepared journal entries and reconciled balances.
- Managed SOx Narratives working closely with our Compliance, Internal Audit Department and impacted Business Units, in preparation of external audit testing; reviewed and updated quarterly as needed, to ensure effective SOx Controls
- Prepared monthly Internal Usage calculations, allocating and reconciling kWh to our many locations, for FERC Reporting
- Coordinated biennial audit with Joint Owners: collaborating with various business units, preparing reports in SAP BW and BOBJ, preparing various schedules and providing necessary support

Accountant II

December 2015 - January 2018 (2 years 2 months)

Juno Beach, FL

Support NextEra Energy Partners, LP (NEP) in carrying out financial results of related corporate United States and Canadian entities by contributing in preparation of financial results relating to both internal and external financial reporting through facets of SOx compliance, GAAP, corporate policies and procedures of corporate accounting and financial reporting:

- Exercised ability to understand confidential topics
- Supported the external financial reporting process through assistance with financial statement preparation to include completing and providing documentation of supporting schedules

- Prepared Footnote file using BOBJ reports in an excel template, including coordination of related inputs, analysis and variances with the project controller team, then updating Workiva
- Maintained Schedules Roll-forwards and cash movement for NEP's: Canadian & US expenses and Quarterly Unitholder & NEER Distributions
- Coordinated Business Management cash meetings and related cash planning including sweeps, distributions, acquisitions, equity issuances and debt planning.
- Identified, analyzed and journalized adjustments for imbalances, various discrepancies and foreign currency conflicts throughout the month by working with other departments to manage project effectiveness
- Prepared account reconciliations for all related corporate entities in accordance with policy
- Served as back up to Sr. Corporate Analyst by reviewing and signing off on pertinent financial statement, roll-forwards, and variance reports
- Utilized SAP for Journal Entry preparation, GL & Financial Trial Balance review, Coding Invoices for payment, Asset Management and other functionalities
- Met all assigned closing deadlines
- Special projects as assigned

Senior Accounting Technician

December 2014 - November 2015 (1 year)

Juno Beach, FL

Support NextEra Energy Resources, LLC (NEER) in carrying out complex international project accounting techniques by identifying and ensuring SOx compliance while adhering to GAAP and corporate policies through timely and efficient processes: monitoring the progress of assigned projects; investigating variances, preparing various reconciliations and analyzing balance sheet and income statement accounts, journal entries, and reports; understanding and interpretation of foreign currency, exchange rates, and transfer pricing; ensuring that assigned projects are properly expensed, accrued and revenues posted:

- Demonstrated qualification to be a SOx process owner; identified and ensured compliance with all SOX processes impacting project accounting; ensured timely response to auditor requests
- Identified, analyzed and journalized adjustments to foreign currency accounts out of balances throughout the month; worked with other groups to coordinate foreign issues and managed project effectiveness

- Prepared and reviewed timely and accurate: account reconciliations; assisted with the preparation of financial statements; supported external NextEra Energy Resources, LLC and NextEra Inc. reporting
- Ensured monthly timely and accurate: reconciliation of pertinent general ledger accounts; prepared and posted journal entries for both balance sheet and income statement accounts; comprehended and responded to all inquiries regarding general ledger variances throughout the month
- Communicated issues to project controllers in a timely fashion; stayed abreast of issues through regular discussions with pertinent staff
- Monitored, journalized, and trued-up forecasted expenditure accruals.
- Identified discrepancies and made necessary journal adjustments for issues between owners and subsidiaries
- Met all assigned closing deadlines
- Exercised ability to understand confidential topics
- Special projects as assigned

Accounting of the Palm Beaches, LLC

Owner and Managing CPA

January 2019 - Present (5 years 6 months)

West Palm Beach, Florida Area

Accounting of the Palm Beaches, LLC is a Licensed CPA Firm, offering accounting services to small businesses and tax preparation services for individuals. We are fully insured and virtually capable of handling your accounting needs, both near and beyond.

City of Lake Worth

Accountant I

May 2013 - November 2014 (1 year 7 months)

West Palm Beach, Florida Area

Support the City of Lake Worth's, Finance Department in carrying out essential finance functions by applying accounting principles: analyzing financial information, preparing financial reports, revenue collecting and auditing activities, as well as program management and liaison functions while conducting financial and accounting techniques to fund accounting standards:

- Entered Cash Receipts, Journal Entries, Invoices, and researched other financial activities
- Assisted with budget development and budget adjustments
- Prepared expenditure analysis; as well as, reconciled general ledger balances against various point of sale records and subledgers

- Prepared and reconciled specialized cash reports
- Maintained and updated various logs, reports, ledgers, and files
- Downloaded and reconciled bank reports, statements and inquiries
- Entered, posted, and reconciled daily cash batches received from various departments
- Prepared, modified and updated various spreadsheets using diverse calculations
- Completed various month end duties: reconciling, journal entries, aging reports, spreadsheets and invoicing
- Prepared various spreadsheets for CAFR among other year end duties
- Generated weekly, monthly, quarterly, and yearly invoices
- Communicated with City Wide departments

Palm Beach County Board of County Commissioners

Senior Secretary

March 2009 - May 2013 (4 years 3 months)

West Palm Beach, Florida Area

Provided administrative support to the Finance/Admin Section within the Division of Emergency Management:

- Performed purchasing functions, researched various transactions and interpreted accounting transactions
- Interacted with the county's Clerk of Courts, Payroll & Finance Department regarding finance issues
- Analyzed, input and audit payroll by using a Human Resources Information System and Timeserver Payroll Application
- Gathered documents and prepared grant packages for various Emergency Management grants
- Handled personnel matters such as termination and hiring processes, as well as served as the division's liaison to the county's Human Resources Department
- Generated statistical data, correspondence and flow charts; as well as, other support duties
- Attended Excel, PowerPoint, Word, Accounts Receivables, and Revenue Trainings

Secretary to Public Safety Department, Victim Services Division (March 2009 - July 2011) ~40 hours per week **received promotion

Florida Atlantic University

Undergraduate Student
January 2008 - December 2009 (2 years)
Boca Raton, Florida

Full time Undergraduate Student

Vision Care Holdings
Accounts Receivable/ Senior Biller
March 2003 - January 2008 (4 years 11 months)
Palm Springs, Florida

Applied accounting principles in a corporate setting of the Accounts
Receivable/Insurance Department:

- Carried out accounting, reconciliation and report generating duties; while managing insurance and financial files
- Debt & cash management: analyzed, interpreted and managed accounts receivable functions
- Managed receivable aging reports, generated statements for past due accounts and wrote-off accounts to bad debt expense
- Billed & managed insurance billing functions and managed reimbursement turn around
- Performed daily, monthly and year end account reconciliations in excel
- Retrieved, entered and reviewed lock box analyst statements on a daily and monthly basis
- Posted journal entries to various ledgers, to include batch entries and cash receipts
- Acted as lead and implanted training & lead worker techniques to educate, train and manage the work of student interns and departmental staff

Education

Purdue University Global
Master of Science in Accounting, MSAcc · (2011 - 2012)

Nova Southeastern University
Graduate Coursework , MAcc · (2010 - 2011)

Florida Atlantic University
Bachelor of Public Management, BPM · (2008 - 2009)

ILAN M. KOTTLER

151 Ocean Cay Way. Hypoluxo, FL 33462 · (561) 818-1999

ilankottler@yahoo.com · LinkedIn Profile – ilan Kottler

Experienced Owner and Operator with a demonstrated history of working in the Hospitality industry. Strong operations professional skilled in Entrepreneurship, Nonprofit Organizations, Program Evaluation, Food and Beverage. Exceptional organizational skills.

EXPERIENCE

1998 – PRESENT: OWNER, CAPPUCCINO EXPRESS INC.

Founded and Created Cappuccino Express and Exquisite Beverages Catering company. Responsible for all aspects of the company including all finance, operations, Human resources, marketing.

Opened 4 stores/cafes. Multi-unit operations. Hand-on experience in all aspects of the operations of the café.

2015 – 2022: PRESIDENT/ ACTING EXECUTIVE DIRECTOR, TEMPLE BETH EL, WEST PALM BEACH

As a volunteer, I have been responsible for the operations of the Temple for the past 3 years.

Oversaw over \$1,000,000 budget as well as a \$600,000 renovation project. Raised hundreds of thousands including starting fundraising multiyear campaign for the temple. Established and overseeing of many programs and activities including funding and chaperoning a group of Teens from the community to the AIPAC Policy Conference in DC for the past 5 years.

2008 – 2018

FOUNDER AND PRODUCER, The Palm Beach Israeli Film Series (PBIFS)

Established a yearly film series dedicated to showing Israeli movies. The PBIFS has grown to multiple locations in Palm Beach County, Florida. Operated all facets of the series including choosing and screening the movies, marketing, operations, fundraising and finances.

1985 – 1989: MASTER SARGENT, ISRAELI DEFENCE FORCES

EDUCATION

1990 - 1994: BSBA, UNIVERSITY OF DENVER

Graduated with a 3.6 GPA with a Business degree and a hospitality degree. President of the international student body. Received a minor in Italian.

Languages: English, Hebrew, Italian

Able to work in the USA, the European union, Israel.

Jacqueline Ramirez

jramir11@fau.edu

Experience in organizational redesign, team design, leadership and employee development strategies. Significant experience helping organizations understand the relationship between system alignment, culture, and human behavior. Skilled in the design of sales strategy, sales process, measures, reward and recognition systems. Consistent performer and team leader with a history of exceeding customer and performance expectations.

CORE COMPETENCIES

**Executive Mentoring/Coaching | Strategic Planning | Process Design | Team Design | Sales Coaching
Excellent Written Skills | Public Speaking And Facilitation | Client Relations | Project Management |
Market Analysis And Planning**

PROFESSIONAL EXPERIENCE

SMALL BUSINESS DEVELOPMENT CENTER at Florida Atlantic University / OCT 2016 - PRESENT

Interim Assistant Director / Senior Business Consultant

Provide guidance to small businesses. Perform outreach to the community through speaking engagements and seminars. Maintain records of client activity and impact. Work with the team of consultants to bring an integrated skill set to the client's growth strategy. Specialized in Organizational Development coaching, process alignment and sales strategy.

Legislative contact for the team to educate our representatives on the best approach to ensure their constituents receive and benefit from our consulting services.

Assisted in building the SBDC team culture during the 2020 Covid-19 economic emergency. Served as the best practices coach to the internal consultants as we developed an interdisciplinary approach to providing guidance to our client base. Held 1:1 coaching sessions and by-weekly team development meetings to encourage cooperation and mutual support as we integrated the expertise of the internal and external consulting teams.

Served as contract manager for the Delray Beach, FL business community through a partnership with the Delray Beach Community Redevelopment Agency. Activities included quarterly reports and presentations to the CRA Commissioners, attending economic development events and meetings. Contract funding to the SBDC FAU region equaled \$175,000 resulting in an impact of over \$27 million over 5 years.

Served as a mentor to the FAU Tech Runway program. Including accompanying a Tech Runway client to the NSF Innovation Corp Regional Finals in 2019. Assisted with their application, provided coaching at the New York program and continued mentoring upon return.

TRG VENTURES, CO-OWNER - JAN 2015-2020

An exclusive distributor for Genos International assessments and learning tools.

GENOS INTERNATIONAL U.S. — 2008 - DEC. 2014

Globally recognized as a leader in the field of Emotional Intelligence Research and Assessments.

Managing Director - 2011 - 2014

Speaker, facilitator, master trainer, business manager for the North America region of a multinational organization that specializes in the assessment and application of emotionally intelligent leadership behaviors. Built brand recognition among corporate prospects and independent coaches.

V.P. Sales and Marketing - 2008-2011

Jacqueline Ramirez

qramir11@fau.edu

J&COMPANY, OWNER — 2003-2008

Consulted with small companies on business process alignment, sales skills and market strategy.

ACHIEVEGLOBAL — 1995 – 2000

Regional Director - South East - 1997 - 2000

Implemented the new team sales structure. Hired team members, trained them on sales process and skills. Organized product and technology training. Assisted with key account presentation and closing.
- Revenue of \$8 million as a result of a consistent annual 20% growth.

Development Manager - 1995 - 1997

AchieveGlobal, owned by Times Mirror, was created from a merger of Zenger-Miller (Leadership), Kaset (Customer Service, and Learning International (Sales Training). All three were the top companies in their field. As a DM I worked with a team to design the integration of the three sales forces into one AchieveGlobal sales structure. Including a new team-based compensation package, sales and consulting roles, client relationship process and cross-training in the three sales teams' on product knowledge.

ZENGER-MILLER 1984- 1995

A leading organization in the Leadership Development and Service/Quality Space.

Regional Manager, 1992-1995

Lead the South East sales team of consultants, sales executives, and support staff - \$6 million in revenue.

Strategic Acct Manager 1984-1992

Built the Florida/Caribbean territory into a million dollar contributor as a sales professional and speaker working directly with corporate talent managers and industry groups.

Led a hybrid team of Sales Executives and Subject Matter Experts that worked with clients to train them in Service/ Quality concepts and tools including leadership skills, process teams, and project management skills. A manufacturing organization attributed \$3 million to their bottom line as a result of our team's work in realigning their manufacturing processes and instituting a new leadership culture.

GLENDALE FEDERAL BANK 1980-1984

AVP, Management Development

Directed the Management Intern program from college recruitment to placement. Coached senior executives on presentation skills. created and managed internal communications experiences, and implemented leadership development initiatives.

Jacqueline Ramirez

qramir11@fau.edu

Academic Education

FLORIDA ATLANTIC UNIVERSITY – MBA

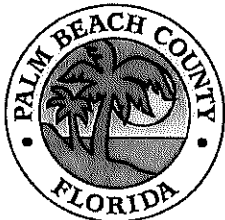
INTERAMERICAN UNIVERSITY OF PUERTO RICO – BAS ECONOMICS

Professional Education / Certifications

- STRATEGIC MANAGEMENT PERFORMANCE SYSTEM (SMPS)– GEORGE WASHINGTON UNIVERSITY
- PROFESSIONAL BEHAVIORAL ANALYST – DISC/DRIVING FORCES
- PROFIT MASTERY
- GENOS INTERNATIONAL EMOTIONAL INTELLIGENCE ASSESSMENTS AND LEARNING EXPERIENCES
- HAY GROUP EMOTIONAL INTELLIGENCE ASSESSMENT
- FRONTLINE LEADERSHIP, TEAM LEADERSHIP, GROUPACTION - ZENGER-MILLER
- PROFESSIONAL SALES SKILLS, PROF SALES COACHING - LEARNING INTERNATIONAL
- SERVICE QUALITY ACADEMY -ACHIEVE INTERNATIONAL
- CONSULTATIVE SELLING -ALAN WEISS, AUTHOR OF "MILLION DOLLAR CONSULTING"
- SALES TRAINING - MCGRAW HILL LEARNING SYSTEMS
- TIMES MIRROR'S LEADERSHIP INSTITUTE

Volunteer Experience

- FAU TECH RUNWAY PROGRAM AND NSF ICORP PROGRAM MENTOR
- DELRAY BEACH CHAMBER OF COMMERCE CHAIRMAN'S CLUB
- SOUTH FLORIDA ORGANIZATION DEVELOPMENT NETWORK
- ASSOCIATION OF TALENT DEVELOPMENT
- PAST - PRESIDENT OF THE SOUTH FLORIDA CHAPTER OF THE AMERICAN SOCIETY OF TRAINING AND DEVELOPMENT
- PAST MEMBER - TOASTMASTERS



INTEROFFICE MEMORANDUM

Office of
Equal Business Opportunity
50 South Military Trail, Suite 202
West Palm Beach, FL 33415
(561) 616-6840
www.pbcgov.com/oebo

Date: July 12, 2024
To: The Honorable Maria Sachs, Mayor and
Members of the Board of County Commissioners
From: Tonya Davis Johnson, Director
Office of Equal Business Opportunity
Re: Equal Business Opportunity Advisory Committee (EBOAC)
Appointment



Palm Beach County
Board of County
Commissioners

- Maria Sachs, Mayor
Maria G. Marino, Vice Mayor
Gregg K. Weiss
Michael A. Barnett
Marci Woodward
Sara Baxter
Mack Bernard

County Administrator

Verdenia C. Baker

The Office of Equal Business Opportunity is submitting for your consideration the following nominee for Seat 8. The incumbent has requested reappointment and the Advisory Committee is in support of her reappointment.

Due to the resignation of the incumbent for Seat 4 and the expiration of Seat 12, we are submitting the nominees below.

Attached for your review and approval, are the board nomination forms and current resumes for the nominees. Should you wish to nominate others, we ask that you provide your nomination(s) on or before July 24, 2024.

Reappointment:

Table with 3 columns: Seat #, Seat Designation, Nominee. Row 1: 8, National Association of Women in Construction, Clementine Fleuranvil

Appointment:

Table with 3 columns: Seat #, Seat Designation, Nominee. Row 1: 4, Certified White Male Business Owner, Ilan Kottler. Row 2: 12, Small Business Development Center, Jaqueline Ramirez

cc: Reginald Duren, Assistant County Administrator
EBOAC Advisory Committee File

"An Equal Opportunity
Affirmative Action Employer"

Official Electronic Letterhead

CURRENT LIST OF BOARD MEMBERS EQUAL BUSINESS OPPORTUNITY ADVISORY COMMITTEE

<u>Seat</u>	<u>Incumbent</u>	<u>Seat Requirement</u>
1	Christine Roberts Kelly (B)	Certified Black Business Owner
2	Kati L. Cassiani (H)	Certified Hispanic Business Owner
3	Doris Pastl (W)	Certified Woman Business Owner
4	Vacant	Certified White Male Business Owner
5	Amy Angelo (W)	Business Owner Domiciled in PBC
6	Robert Lesko (W)	Business Incubator Program
7	Juan Pagan (H)	Hispanic Business Organization
8	Clementine Fleuranvil (B)	Nat'l Assoc. of Women in Construction
9	Denise C. Albritton (B)	Women's Business Organization
10	Javin Walker (B)	Certified Minority Contractor
11	Bob Schafer (W)	Associated General Contractors
12	Vacant	Small Business Development Center
13	Seabron Smith (B)	Financial Institution that assists small businesses
14	Courtney Newell (B)	Black Chamber of Commerce
15	Lorna Anderson (B)	Professional Services Organization