

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**BOARD APPOINTMENT SUMMARY**

Meeting Date: November 19, 2024

Department: Fire Rescue

Advisory Board: Regional Hazardous Materials Oversight Committee

**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: one (1) appointment to the Regional Hazardous Materials Oversight Committee beginning November 19, 2024 through April 8, 2027:

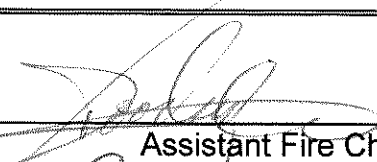

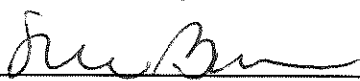
| <u>Appointment</u> | <u>Seat No.</u> | <u>Nominated By</u>                      |
|--------------------|-----------------|--|
| Glenn Joseph       | 4               | Fire Chiefs Association of Palm Beach Co |

**SUMMARY:** The Regional Hazardous Materials Oversight Committee was created by ordinance in 1998 to establish standards and review the effectiveness of the regional hazardous materials emergency response services and teams. Appointments to this five (5) member committee are for three (3) year terms, and members may serve no more than three (3) consecutive three (3) year terms. The committee is comprised of members from specific areas of representation, of which seat 4 must represent the Fire Chiefs Association of Palm Beach County (FCAPBC). Glenn Joseph has been nominated by the FCAPBC to fill seat #4 which is vacant due to Shon Kirk Broedell's retirement November 18, 2024. The nominated candidate is an African-American Male. The committee consists of a diversity count of Hispanic-American: 1 (25%) and Caucasian: 3 (75%), and a gender ratio of (male:female) 3:1. Staff will continue to address the need to increase diversity on our boards. **Countywide (SB)**

**Background and Justification:** The Regional Hazardous Materials Oversight Committee is established in Section 11-130, Palm Beach County Code, which stipulates that all Oversight Committee appointments be nominated by specific entities or areas of interest and be appointed by the County Commission.

**Attachments:**

1. Board/Committees Application Form, Bio/Resume for Nominee, nomination letters
2. Attendance records
3. Current List of Board Members
4. Article VII Regional Hazardous Materials Response; Section 11-130 Oversight Committee, Palm Beach County Code
5. Current meeting date schedule

|                        |   |            |
|------------------------|---|------------|
| <b>Recommended by:</b> |  | 10-23-2024 |
|                        | Assistant Fire Chief  | Date       |
| <b>Approved by:</b>    |  | 10-23-2024 |
|                        | Fire Rescue Administrator   | Date       |
| <b>Approved by:</b>    |  | 10/24/24   |
|                        | Assistant County Attorney   | Date       |

## II. REVIEW COMMENTS

### A. Other Department Review:

\_\_\_\_\_  
Department Director

Attachment 1

**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: Regional Hazardous Materials Oversight Committee Advisory  Not Advisory

At Large Appointment or  District Appointment /District #: \_\_\_\_\_

Term of Appointment: 3 Years. From: 11/19/2024 To: 04/08/2027

Seat Requirement: \_\_\_\_\_ Seat #: 4

\*Reappointment or  New Appointment

or  to complete the term of Shon Kirk Broedell Due to:  resignation  other

Completion of term to expire on: 04/08/2027

\*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: Joseph Glenn  
Last First Middle

Occupation/Affiliation: Fire Chief Highland Beach Fire Department

Owner  Employee  Officer

Business Name: Town of Highland Beach

Business Address: 3612 South Ocean Blvd

City & State: Highland Beach Zip Code: 33487

Residence Address: \_\_\_\_\_

City & State: \_\_\_\_\_ Zip Code: 33445

Home Phone: 5615730499 Business Phone: ( ) Ext.

Cell Phone: 5618178067 Fax: ( ) \_\_\_\_\_

Email Address: gjoseph@highlandbeach.us

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>         |
|---------------------------------|----------------------------|--------------------------------|---------------------|
| Example: (R#XX-XX/PO XX)        | Parks & Recreation         | General Maintenance            | 10/01/00-09/30/2100 |
| N/A                             |                            |                                |                     |

(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.

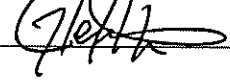
By signing below I agree to abide by the Palm Beach County Code of Ethics, and acknowledge that I have received the required Ethics training (in the manner checked below):


By watching the training program on the Web, DVD or VHS on 09/02 2022  
 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: Glenn Joseph Date: 09/24/2024

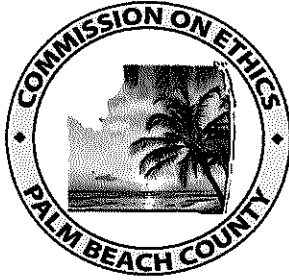
Any questions and/or concerns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on Ethics website [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com) or contact us via email at [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com)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

**Return this FORM to:**

**Section III (Commissioner, if applicable):**

Appointment to be made at BCC Meeting on: \_\_\_\_\_

Commissioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



Honesty - Integrity - Character

**PALM BEACH COUNTY  
CODE OF ETHICS  
TRAINING ACKNOWLEDGEMENT**

Legal Name: Glenn Joseph (Please print clearly)

Employee Identification Number: 92621

Agency/Municipality: Highland Beach Dept/Board: Fire Department

By signing this acknowledgement, I am attesting that I have done the following:

Read the Palm Beach County Code of Ethics Ordinance (Ctrl+Click to follow link)

**AND**

Have completed additional training by viewing one of the following:

The Code of Ethics Training Program on the Intranet/Internet. (Ctrl+Click to follow link)

The Code of Ethics Training Program on YouTube. (Ctrl+Click to follow link)

The Code of Ethics Training Program on DVD.

A live presentation given on \_\_\_\_\_, 20\_\_.

I understand that I am responsible for understanding and abiding by the Palm Beach County Code of Ethics as I conduct my assigned duties during my term of employment. I also understand that the information in this policy is subject to change. Policy changes will be communicated to me by my supervisor or through official notices.

Glenn Joseph Digitally signed by Glenn Joseph  
Date: 2024.10.02 16:20:21 -04'00'  
(Legal Signature)

10/02/2024  
(Date)

**Officials and Employees:** Submit signed forms according to your agency's policy  
**Advisory Board Members:** Submit signed forms to Appropriate Advisory Board Representative

**PLEASE SUBMIT THIS FORM TO APPROPRIATE PARTY AS HIGHLIGHTED ABOVE  
PLEASE DO NOT SUBMIT THIS FORM TO THE COMMISSION ON ETHICS**

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300 North Dixie Highway, Suite 450, West Palm Beach, FL 33401  
PHONE: 561.355-1915 FAX: 561.355-1904  
Hotline: 877.766.5920 E-mail: [ethics@palmbeachcountyethics.com](mailto:ethics@palmbeachcountyethics.com)  
Website: [www.palmbeachcountyethics.com](http://www.palmbeachcountyethics.com)

Rev. 12/2020

# GLENN JOSEPH

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## SUMMARY OF QUALIFICATIONS

Safety-oriented and rescue-focused firefighting and administrative professional with more than 42 years of public and private safety experience in the planning, organizing, and administration of all fire department operations. Extensive knowledge of procedures related to fire suppression, investigation and prevention, and emergency services. Well-equipped leadership, communication, and analytical skills as evidenced by ability to continuously improve fire operations and emergency medical services.

### CORE COMPETENCIES

- Fire Administration
- Personnel Management
- Public Relations
- Budget Management
- Rescue and Emergency Response
- Personnel Development / Training
- Policy Implementation
- Investigation and Prevention

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## PROFESSIONAL EXPERIENCE

**FIRE CHIEF** **09/2022 – CURRENT**  
**TOWN OF HIGHLAND BEACH** **Highland Beach, Florida**

- Develop and managed emergency and administrative functions within the Fire Department, including emergency response, disaster preparedness, fire prevention, and code enforcement.
- Trained and supervised firefighters while maintaining sufficient knowledge of trends in the field of fire science and emergency medical services.
- Developed fire prevention and control policies. Consulted with officials and community groups related to public relations campaigns for applying necessary changes in laws and policies to encourage fire safety and prevention.

**CHIEF EXECUTIVE OFFICER** **02/2020 – CURRENT**  
**GCJOSEPH & ASSOCIATES** **Boynton Beach, Florida**

- **Recent Projects:** Town of Highland Beach - establishing the Highland Beach Fire Department • Advance Life Support for Hazardous Materials Incidents - National Fire Academy, Emmitsburg MD • Toxicology Refresher - Montana Regional Haz-Mat Team

**INSTRUCTOR/COURSE DEVELOPMENT** **10/1999 – 10/2020**  
**L2 DEFENSE (Formerly ATEC Incorporated)** **Jupiter, Florida**

- Coordinated and developed instructional material focused on hazardous materials, terrorism, officer development, firefighting standards, fire safety inspection, and emergency medical services programs.

**FIRE CHIEF** **05/2016 – 11/2019**  
**CITY OF BOYNTON BEACH** **Boynton Beach, Florida**

- Coordinated and managed emergency and administrative functions within the Fire Department, including emergency response, disaster preparedness, fire prevention, and code enforcement.
- Trained and supervised firefighters while maintaining sufficient knowledge of trends in the field of fire science and emergency medical services.

**DEPUTY FIRE CHIEF** **10/1987 – 04/2016**  
**CITY OF BOCA RATON** **Boca Raton, Florida**

- Managed firefighters and trained them to respond to emergency situations. Responsible for budget development, procurement, coordinating, and managing emergency and

**Joseph, Glenn**

Page 2- Professional Experience Continued

administrative functions. Supervised the activities of the Training and Safety Division, Fire Prevention Division, and the four-fire suppression and emergency services battalions.

- *Achievement:* Selected as the 1994 Paramedic of the Year for outstanding service and commitment.

**REGISTERED NURSE  
DELRAY MEDICAL CENTER**

**07/1996– 08/2000  
Delray Beach, Florida**

- Provided direct care to patients admitted to the intensive care unit, including invasive hemodynamic monitoring, recording, evaluating, and managing patients with critical medical conditions. Led and mentored newly licensed nurses in developing and achieving professional experience.
- Supervised the admission and management of patients in the trauma, medical, cardiac, and surgical intensive care units.

**RELEVANT ADDITIONAL EXPERIENCE**

**ADJUNCT INSTRUCTOR  
NATIONAL FIRE ACADEMY**

**1994– Present  
Emmitsburg, Maryland**

- Provided instruction on chemistry for emergency response, hazardous materials operating site practices, advance life support for hazardous materials incidents, and hazardous materials incident management. Participated in course development and evaluations teams for the National Emergency Training Center.

**EDUCATION**

Lynn University- Boca Raton, Florida (2004)  
Master of Science in Emergency Planning and Administration

Palm Beach Atlantic University- Palm Beach, Florida (2001)  
Bachelor of Science in Business Management

South University- West Palm Beach, Florida (2016)  
Bachelor of Science in Nursing

Center for Public Safety Excellence (2013)  
Chief Fire Officer Designation

National Fire Academy (2012)  
Executive Fire Officer Program Graduate

**CERTIFICATIONS AND LICENSES**

|  |  |
|--|--|
| Florida State Paramedic  | Registered Professional Nurse                |
| Florida State Fire Officer One   | Florida State Fire Investigator I            |
| Florida State Firefighter  | Florida State Fire Instructor III            |
| Florida State Safety Inspector II                                      | Florida State Hazardous Materials Technician |
| National Incident Management System: ICS 100, 200, 300, 400, 700 & 800 |  |

**REFERENCES**





# Fire Chiefs Association of Palm Beach County

September 20, 2024

Regional Hazardous Materials Oversight Committee  
c/o Bob Kropa, District Chief  
Palm Beach County Fire-Rescue  
405 Pike Road  
West Palm Beach, FL 33411

RE: Nomination for the Regional Hazardous Materials Oversight Committee

Dear Chief Kropa,

On behalf of the Fire Chiefs Association of Palm Beach County, I am writing to formally nominate Chief Glenn Joseph to succeed Assistant Chief Shon Broedell as a member of the Palm Beach County Regional Hazardous Materials Oversight Committee, following Chief Broedell's retirement.

Chief Joseph has consistently demonstrated exceptional leadership and expertise in hazardous materials response throughout his distinguished career and has previously served on this committee. We are confident that his experience and insight will make him an invaluable asset in this role. His nomination has the full support of the Fire Chiefs Association.

We kindly request that you proceed with Chief Joseph's appointment to fill the upcoming vacancy. Should you require any additional information, please do not hesitate to reach out. Thank you for your consideration of this matter.

Sincerely,

Brian Fuller  
President  
Fire Chiefs Association of Palm Beach County

Attachment 2

| <b>RHMOC (Reginal Hazmat Oversight Committee)<br/>2020</b> | <b>3/17/2020<br/>(cancelled)</b>  | <b>6/16/2020</b> | <b>9/15/2020<br/>( cancelled )</b> | <b>12/1/2020<br/>(cancelled)</b> |
|--|---|------------------|------------------------------------|----------------------------------|
| <b>Shon Broedell</b>                                       |   | √                |                                    |                                  |
| <b>Daniel Comerford</b>                                    |   | √                |                                    |                                  |
| <b>Mike Geier</b>  |   | √                |                                    |                                  |
| <b>Drovica Gosein</b>                                      |   | √                |                                    |                                  |
| <b>Bob Madden</b>  | He was not an official committee member until half way through 2021<br>(took Todd Sandt's spot) |                  |                                    |                                  |
|  |   |                  |                                    |                                  |

Most of the meetings were cancelled due to covid, we had one that worked out.

| <b>RHMOC (Reginal Hazmat Oversight Committee) 2021</b> | <b>2/16/2021</b> | <b>5/19/2021</b> | <b>8/19/2021</b> | <b>11/17/2021</b> |
|--|------------------|------------------|------------------|-------------------|
| <b>Shon Broedell</b>                                   | √                | √                | √                | √                 |
| <b>Daniel Comerford</b>                                | √                | √                |                  | √                 |
| <b>Mike Geier</b>                                      | √                | √                | √                | √                 |
| <b>Drovica Gosein</b>                                  | √                | √                |                  | √                 |
| <b>Bob Madden</b>                                      | √                | √                | √                | √                 |
|  |                  |                  |                  |                   |

| <b>RHMOC (Reginal Hazmat Oversight Committee) 2022</b> | 2/17/2022 | 5/18/2022 | 8/17/2022 | 11/16/2022 |
|--|-----------|-----------|-----------|------------|
| <b>Shon Broedell</b>                                   | √         | √         |           | √          |
| <b>Daniel Comerford</b>                                | √         | √         | √         | √          |
| <b>Mike Geier</b>                                      | √         |           | √         | √          |
| <b>Drovica Gosein</b>                                  | √         |           | √         | √          |
| <b>Bob Madden</b>                                      | √         | √         | √         | √          |
|  |           |           |           |            |

| <b>RHMOC (Reginal Hazmat Oversight Committee) 2023</b> | 2/15/2023 | 5/17/2023 | 10/18/2023 | next meeting is<br>1/31/24 |
|--|-----------|-----------|------------|----------------------------|
| <b>Shon Broedell</b>                                   | √         |           | √          |                            |
| <b>Daniel Comerford</b>                                | √         | √         |            |                            |
| <b>Mike Geier</b>                                      | √         |           | √          |                            |
| <b>Drovica Gosein</b>                                  | √         | √         |            |                            |
| <b>Bob Madden</b>                                      | √         | √         |            |                            |
|  |           |           |            |                            |

| <b>RHMOC (Reginal Hazmat Oversight Committee) 2024</b> |           |          |           | next meeting |
|--|-----------|----------|-----------|--------------|
|  | 1/31/2024 | 5/1/2024 | 8/21/2024 | is 11/20/24  |
| <b>Shon Broedell</b>                                   | √         |          | √         |              |
| <b>Gregory Freebold ( replaced Daniel Comerford)</b>   | √         | √        | √         |              |
| <b>Mike Geier</b>                                      | √         |          | √         |              |
| <b>Drovica Gosein</b>                                  | √         | √        |           |              |
| <b>Bob Madden</b>                                      | √         | √        | √         |              |
|  |           |          |           |              |

Attachment 3





**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
REGIONAL HAZARDOUS MATERIALS OVERSIGHT COMMITTEE**

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**I. AUTHORITY :**

Chapter 252, Florida Statutes; Section 11-130, Palm Beach County Code

**II. APPOINTING BODY :**

Board of County Commissioners

**III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :**

This Board is composed of five (5) members. The committee shall consist of one (1) member, representing each of the following groups: Palm Beach County Health Department, Palm Beach County League of Cities, Inc., Solid Waste Authority of Palm Beach County, Palm Beach County Fire Chiefs Association, Palm Beach County Division of Emergency Management. Each member shall serve a term of three (3) years. Members may be reappointed for a maximum of three (3) consecutive three (3) years terms.

**EXTENDED COMPOSITION :**

**IV. MEETINGS :**

The Oversight Committee shall meet at least quarterly or more often as determined by the membership.

**V. FUNCTIONS :**

The responsibilities of the Oversight Committee shall include, but not be limited to: recommend a Solid Waste Authority fee schedule to provide a partial funding source for the designated hazardous materials response teams, oversee funds recovered as a direct result of response actions in accordance with Section 11-132, Palm Beach County Code, review, recommend and oversee performance standards for the delivery of regional hazardous materials response services, monitor and evaluate the distribution of funds and supplies to each of the hazardous materials response service providers, review the findings of the Technical Review Team to assure effectiveness of the regional delivery of hazardous materials response services, and submit a written report, at least annually, to the Board of County Commissioners, on the effectiveness of the Regional Hazardous Materials response program.

**VI. LIAISON INFORMATION :**

LIAISON DEPARTMENT

Fire Rescue

CONTACT PERSON

Bob Kropa

ADDRESS

Phone # 561-365-4749

\* indicates a member having an action pending



REGIONAL HAZARDOUS MATERIALS OVERSIGHT COMMITTEE

| SEAT ID  | CURRENT MEMBER  | ROLE TYPE | RACE CODE | GENDER | BUSINESS / HOME PHONE | SEAT REQUIREMENT                     | APPOINT DATE | REAPPOINT DATE | EXPIRE DATE |
|--|---|-----------|-----------|--------|-----------------------|--------------------------------------|--------------|----------------|-------------|
| <b>Appointed By : At-Large/Palm Beach County Board of County Commissioners</b> |   |           |           |        |                       |                                      |              |                |             |
| 1  | Michael J. Geier<br>mgeier@pbcgov.org<br>Palm Beach County/Division of Emergency Management<br>20 S Military Trl<br>West Palm Beach FL 33415          | Member    | CA        | M      | 561-723-5442          | PBC Division of Emergency Management | 03/17/2020   | 04/09/2024     | 04/08/2027  |
| <b>NOMINATED BY :Palm Beach County Division of Emergency Management</b>        |   |           |           |        |                       |                                      |              |                |             |
| 2  | Drovica Gosein-Rodriguez<br>Unknown<br>Florida Department of Health, Palm Beach County - Administratio<br>800 Clematis St<br>West Palm Beach FL 33401 | Member    | HA        | F      | 561-543-8401          | PBC Health Department Representative | 03/17/2020   | 04/09/2024     | 04/08/2027  |
| <b>NOMINATED BY :Department of Health, Palm Beach County</b>                   |   |           |           |        |                       |                                      |              |                |             |
| 3  | Gregory Freebold<br><br>1435 Caribbean Rd E<br>Lake Clarke Shores FL 33406  | Member    | CA        | M      | 561-719-4709          | PBC League of Cities Representative  | 04/09/2024   |                | 04/08/2027  |
| <b>NOMINATED BY :Palm Beach County League of Cities</b>                        |   |           |           |        |                       |                                      |              |                |             |
| 4  | Shon K. Broedell<br>sbroedell@pbgfl.com<br>City of Palm Beach Gardens<br>10500 N Military Trl<br>Palm Beach Gardens FL 33410                          | Member    | CA        | M      | 561-801-5933          | PBC Fire Chief's Association         | 03/17/2020   | 04/09/2024     | 04/08/2027  |
| <b>NOMINATED BY :Fire Chief's Association of Palm Beach County</b>             |   |           |           |        |                       |                                      |              |                |             |

\* indicates a member having an action pending

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

5 Robert J. Madden Member CA M 561-358-1930 Solid Waste Authority of Palm Beach County Rep 03/17/2020 04/09/2024 04/08/2027

Solid Waste Authority of Palm Beach County  
1417 Shirley Ct  
Lake Worth FL 33461

**NOMINATED BY** :Solid Waste Authority of Palm Beach County

\* indicates a member having an action pending

Attachment 4

Sec. 11-130. - Oversight committee.

The board of county commissioners shall appoint a five-member oversight committee to establish the standards and review the effectiveness of delivering hazardous materials emergency response services on a regional basis.

- (1) *Membership.* The committee shall consist of one (1) member, representing each of the following groups:
    - a. Palm Beach County Health Department;
    - b. Palm Beach County League of Cities;
    - c. Solid Waste Authority of Palm Beach County;
    - d. Fire Chief's Association of Palm Beach County; and
    - e. Division of Emergency Management.Appointments shall be based on recommendations submitted by the represented group. Each member shall be appointed to the oversight committee in accordance with Palm Beach County PPM #CW-O-023 "Board Appointments."
  - (2) *Terms of office.* The members shall serve three-year terms. The members may serve no more than three consecutive three-year terms.
  - (3) *Meetings.* The Oversight Committee shall meet at least quarterly or more often as determined by the membership.
  - (4) *Duties and responsibilities.* The responsibilities of the Oversight Committee shall include, but not be limited to:
    - a. Recommend a solid waste authority fee schedule to provide a partial funding source for the designated hazardous materials response teams.
    - b. Oversee funds recovered as a direct result of response actions in accordance with section 11-132 of this article.
    - c. Review, recommend, establish, modify, and oversee performance standards for the delivery of regional hazardous materials response services, including initial response zones for the regional hazardous materials response teams. Prior to modifying any initial response zone, the oversight committee shall seek comment and discussion from the regional hazardous materials response teams.
    - d. Monitor and evaluate the distribution of funds and supplies to each of the hazardous materials response service providers.
    - e. Review the findings of the technical review team to assure effectiveness of the regional delivery of hazardous materials response services.
    - f.
-

Submit a written report, at least annually, to the Board of County Commissioners, on the effectiveness of the regional hazardous materials response program.

- g. The Oversight Committee shall be subject to the uniform policies and procedures established by the Board as currently set forth in Resolution No. 2013-0193, as may be amended by action of the Board.
  - h. Oversight Committee members shall be governed by the applicable provisions of the State Ethics Code and the applicable provisions of the Palm Beach County Code of Ethics.
- (5) *Technical review team.* The Oversight Committee shall appoint three (3) members and three (3) alternate members to serve on the technical review team, based upon recommendations from the Fire Chief's Association of Palm Beach County. Each member and alternate member shall be a Chief Fire Officer from a Fire-Rescue Department within the County. No member may serve on the technical review team while the team is reviewing a service provider which employs the member or with whom the member is otherwise directly affiliated. In such case, an alternate member shall serve on the technical review team. An alternate member also may serve on the technical review team when a member is otherwise unavailable to serve. Alternates shall be called to service on a rotational basis.
- (6) *Responsibilities of the technical review team.*
- a. Visit sites of each of the haz-mat service providers once a year to review and report on compliance with the standards of performance as approved by the Oversight Committee.
  - b. Examine service providers' records to document performance criteria such as, but not limited to: Daily staffing of each haz-mat team, turnout time, response time, minimum equipment accessibility, incident documentation, personnel certifications and in-service training programs.
  - c. Participate in each of the significant post incident analysis conducted by the regional hazardous materials response teams.
  - d. Submit a written report annually, to the oversight committee on each team's compliance with the established performance standards.
  - e. Examine the incidence of hazardous materials emergencies within the entire county and report to the oversight committee on the effectiveness of the regional hazardous materials response teams.

(Ord. No. 98-13, § 5, 4-21-98; Ord. No. 01-027, § 2, 6-19-01; Ord. No. 2012-030, § 1, 9-25-12; Ord. No. 2016-051, § 1, 11-22-16)

Attachment 5

**2024 & 2025 Meeting Dates  
Hazardous Materials Oversight Committee Meetings**

- November 20, 2024
  
- February 19, 2025
  
- May 21, 2025
  
- August 20, 2025
  
- November 19, 2025

Meetings will be held at Palm Beach County Fire Rescue's Headquarters (405 Pike Road, West Palm Beach, FL 33411) at 10:00AM.