

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

BOARD APPOINTMENT SUMMARY

Meeting Date: December 10, 2024
Department: Equal Opportunity
Submitted By: Office of Equal Opportunity
Advisory Board Name: Commission on Women Advisory Board

I. EXECUTIVE BRIEF

Motion & Title: Staff recommends motion to approve: the At-Large appointment to the Commission on Women Advisory Board (ACW) for a term beginning December 10, 2024 and expiring September 30, 2025.


<u>Appoint</u>	<u>Seat No.</u>	<u>Requirement</u>	<u>Nominated By</u>
Silvia Ibrahim	15	PBC Resident	Commissioner Weiss Commissioner Woodward

SUMMARY: The ACW serves as an advisory body to focus on matters pertaining specifically to women. Per Resolution R2018-0188, the Board of County Commissioners (BCC) established the ACW and per Resolution R2023-0098 extended its service. A memorandum was sent to the BCC soliciting recommendations for the vacancy. Silvia Ibrahim subsequently submitted an application and expressed her interest in an appointment. The ACW is comprised of 15 members, two (2) appointed by each County Commissioner and one (1) at-large appointed by majority vote of the BCC. The BCC may also appoint a youth representative (15-18 years of age) to serve as an ex-officio member. The board meets at least quarterly. Ten (10) seats are currently filled. The current diversity count is Caucasian: 5 (50%), African-American: 2 (20%), Hispanic: 2 (20%) and Unknown: 1 (10%). The gender ratio (female: male) is 10:0. Staff has addressed the need to increase diversity within our boards and will continue to encourage this to expand this Board's diversity. **Countywide (JW)**

Background and Justification: The BCC adopted Resolution R2018-0188 establishing the ACW and Resolution R2023-0098 extended its service as an advisory body to focus on matters pertaining specifically to women. The Resolution requires that this appointee should be a Palm Beach County resident and reflect, to the greatest extent possible, the demographic and geographic diversity in the County. Pursuant to the PPM regarding board appointments, staff requested the Mayor and members of the BCC to submit nominees to fill this At-Large vacancy. The board meets at least quarterly.

Attachments:

1. Memorandum dated October 7, 2024 (Vacancy) Requesting Nominations
2. Board/Committee Application with Resume
3. Current Membership Listing of ACW Board
4. Resolutions R2018-0188 and R2023-0098

Recommended by:  11 November 2024
Department Director Date

Legal Sufficiency by: Jean-Adel Williams 11/20/24
Assistant County Attorney Date

II. REVIEW COMMENTS

A. Other Department Review:


Department Director



MEMORANDUM

DATE: November 7, 2024

TO: Maria Sachs, Mayor and Members of the Board of County Commissioners

FROM: Pamela Guerrier, Director 
Office of Equal Opportunity

RE: Advisory Commission on Women At-Large Appointment

Harriet Lerman was an at-large appointee to the Advisory Commission on Women (ACW) who resigned her seat August 28, 2024. Her term expires September 30, 2025. We received an application from Silvia Ibrahim to fill this at-large vacancy.

Per Resolution R2018-0188, the Board of County Commissioners (BCC) established the ACW and per Resolution R2023-0098 extended its service. The ACW is comprised of 15 members, two (2) appointed by each County Commissioner and one (1) at-large appointed by majority vote of the BCC. The BCC may also appoint a youth representative (15-18 years of age) to serve as an ex-officio member. The board meets at least quarterly. Ten (10) seats are currently filled. The current diversity count is Caucasian: 5 (50%), African-American: 2 (20%), Hispanic: 2 (20%) and Unknown: 1 (10%). The gender ratio (female: male) is 10:0.

This appointment will be until September 30, 2025. Attached is a completed Board Application requesting the appointment of Silvia Ibrahim. This nominee has met the requirements of being a resident of Palm Beach County and reflect, the demographic and geographic diversity in the County, represent the ACW's focus, as well as expert in the field. All members shall serve at the pleasure of the Board. Pursuant to PPM CW-O-023 regarding board appointments, if you would like to nominate Silvia Ibrahim for appointment, please complete Section III of her application and return the signed application to this office for further processing and consideration at the December 3, 2024 meeting of the Board of County Commissioners. The roster of the current members of the ACW Board is enclosed for your information.

If there are any questions concerning this request, or if additional information is needed, please contact me at 355-2558 or pguerrie@pbc.gov

cc: Reginald Duren, Assistant County Administrator
David Ottey, Chief Assistant County Attorney
Yvonne Wamsley, Agenda Coordinator

Office of Equal Opportunity
301 N. Olive Avenue, 10th Floor
West Palm Beach, FL 33401
(561) 355-4884
Fax: (561) 355-4932
www.pbcgov.com/equalopportunity



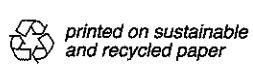
**Palm Beach County
Board of County
Commissioners**

- 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

"An Equal Opportunity
Affirmative Action Employer"



**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: Advisory Commission on Women Advisory Not Advisory

At Large Appointment or District Appointment / District #: _____

Term of Appointment _____ Years. From: 12/10/24 To: September 30, 2025

Seat Requirement: Palm Beach County Resident Seat #: 15

*Reappointment or New Appointment

or to complete the term of Harriet Lerman Due to: resignation other

Completion of term to expire on: September 30, 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: Ibrahim Silvia
Last First Middle

Occupation/Affiliation: Law Clerk for Honorable Judge Ryan McCabe
Owner Employee Officer

Business Name: U.S. District Court, Southern District of Florida

Business Address: 701 Clematis St., Suite 438

City & State: West Palm Beach, FL Zip Code: 33401

Residence Address: 150 Harbor Lake Circle

City & State: Greenacres, FL Zip Code: 33413

Home Phone: (407) 506-5344 Business Phone: () Ext. _____

Cell Phone: () Fax: ()

Email Address: Silvia.a.Ibrahim@gmail.com

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>10/01/00-09/30/2100</u>
_____	_____	_____	_____
_____	_____	_____	_____

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

NONE NOT APPLICABLE/ (Governmental Entity)

ETHICS TRAINING: All board members are required to read and complete training on Article XIII, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.html>. Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment.

By signing below I acknowledge that I have read, understand the Sunshine Law Overview for Advisory Board Members and agree to abide by the Florida Sunshine Law and the Florida and Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

By watching the training program on the Web, DVD or VHS on Oct. 16 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 Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: _____ Printed Name: Silvia Ibrahim Date: 10/16/24

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

Return this FORM to:
 Pamela Guerrier, Office of Equal Opportunity
Pguerrie@pbcgov.org or 301 North Olive Avenue, WPB, FL 33401

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: _____ Date: 11/19/24

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

Revised 01/09/2023

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, the Palm Beach County Code of Ethics, and read the State Guide to the Sunshine Amendment, Article XIII, and the training requirement can be found on the web at: <http://www.palmbeachcountyethics.com/training.htm>. Ethics training is on-going, and pursuant to PPM CW-P-80 is required before appointment, and upon reappointment.

By signing below I acknowledge that I have read, understand the Sunshine Law Overview for Advisory Board Members and agree to abide by the Florida Sunshine Law and the Florida and Palm Beach County Code of Ethics, and I have received the required Ethics training (in the manner checked below):

By watching the training program on the Web, DVD or VHS on Oct. 16 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 Guide to the Sunshine Amendment & State of Florida Code of Ethics:

*Applicant's Signature: [Signature] Printed Name: Silvia Ibrahim Date: 10/16/24

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

Return this FORM to:
 Pamela Guerrier, Office of Equal Opportunity
Pguerrie@pbccgov.org or 301 North Olive Avenue, WPB, FL 33401

Section III (Commissioner, if applicable):

Appointment to be made at BCC Meeting on:

Commissioner's Signature: Marci Woodward Date: 11-21-24

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

Revised 01/09/2023

SILVIA IBRAHIM
Silvia.A.Ibrahim@gmail.com
150 Harbor Lake Circle, Greenacres, Fl 33413
561-506-5344

Board of Palm Beach County Commissioners
301 N. Olive Avenue
West Palm Beach, Fl 33401

October 16, 2024

Re: Advisory Commission on Women

Dear Members of the Board of Palm Beach County Commissioners:

My name is Silvia Ibrahim, and I am writing to express my interest in serving on the Advisory Commission on Women. I have been a resident of Palm Beach County since 1996 when my family and I immigrated to the United States. I attended Lake Park Elementary, Bak Middle School of the Arts, and Dreyfoos School of the Arts, graduating as Valedictorian for class of 2008. I am currently a licensed attorney completing my judicial clerkship for the Honorable Judge Ryon M. McCabe in West Palm Beach.

I was raised in a single-parent household where my mother worked several minimum-wage jobs to support my sister and me. My experiences growing up and now as a mother affords me the opportunity to intimately understand many of the issues impacting women in this County. My decision to pursue a career in law was significantly influenced by my mother's perseverance and the hardships she overcame while raising two daughters on her own.

It would be an honor to contribute to the Advisory Commission on Women, using my personal experiences and professional skills to address and advocate for the needs of women in our County. Furthermore, I am confident that my background and dedication to public service align with the Commission's mission.

Thank you for considering my application. I have enclosed my resume for your review and look forward to the opportunity to contribute to our community.

Sincerely,

Silvia Ibrahim, Esq.

SILVIA IBRAHIM
Silvia.A.Ibrahim@gmail.com
561-506-5344

EDUCATION

University of Pennsylvania Law School, Philadelphia, PA May 2017
Juris Doctorate

Honors: Myer Feldman Memorial Scholarship Fund (awarded partial tuition)

Activities: Journal of Law & Public Affairs, Mock Trial, Moot Court, SALSA Board Member.

Wharton School of Business, Philadelphia, PA Jan 2016
Certificate of Management

University of California, Los Angeles (UCLA), Los Angeles, CA Jun 2014
Master, African-American Studies

Honors: Graduate Opportunity Fellowship (awarded full nonresident tuition plus stipend)

Activities: Graduate Student Association, Attendant for the Center for the Art of Performance (Royce Hall)

Brown University, Providence, RI May 2012
Bachelor, History and Africana Studies

Honors: Paul L. Maddock Scholarship (awarded full tuition plus stipend)

Activities: Research & Teaching Grant Recipient, First-Generation Mentor, Presidential Host, & Teaching Assistant.

WORK EXPERIENCE

U.S. District Court for the Southern District of Florida, West Palm Beach, FL

Judicial Law Clerk to the Honorable Ryon M. McCabe, Aug 2024-Present

- Research and draft opinions including motions to dismiss, summary judgment, compel and preliminary injunctions.

Broward County Attorney's Office, Fort Lauderdale, FL

Attorney, Jan 2021-Aug 2024

- Researched, reviewed, and drafted all documents related to litigation including answers, motions to dismiss, quash, compel, replies, discovery requests, summary judgement, opening statements, settlement offers and agreements.
- Successfully briefed and argued motions to dismiss in state and federal courts.
- Took plaintiff's deposition in employment litigation claim.
- Successfully defended the County in mandatory arbitrations, including union disputes involving millions in exposure.

Legal Aid Society of Palm Beach County, West Palm Beach, FL

Attorney, Sep 2020-Dec 2020

- Successfully researched, briefed, and defended motions in adversarial eviction hearings under CARES Act grant.
- Led mediations, negotiated and drafted settlements, assisted in publications and community outreach.

Central West Justice Center, Worcester, MA

Attorney, Nov 2019-Sep 2020

- Successfully represented clients in adversarial administrative hearings and mediations before the EEOC.
- Directed client meetings and intakes with language interpreters; identified and evaluated merits of claims; drafted spoliation letters, complaints, and other documents in support of litigation.

PUBLICATIONS & RESEARCH ACKNOWLEDGMENT

Locking Up Our Own: Crime and Punishment in Black America, Pulitzer Prize for Non-Fiction 2017

Pennsylvania Law Weekly, Curbing Motor Carrier Companies' Use of OT Exemptions 2016

Wisconsin Law Review, Notes from the West Grove Trolley Garage 2013

Interests & Activities

Federal Bar Association, Civil Discourse Committee, Opportunity Inc., Early Childhood Education & Family Center



**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
ADVISORY COMMISSION ON WOMEN**

I. AUTHORITY :

Resolution No. R2018-0188, Adopted February 6, 2018

II. APPOINTING BODY :

Board of County Commissioners

III. COMPOSITION, QUALIFICATIONS, TERMS & REMOVAL :

The Commission on Women shall be comprised of fifteen members, two appointed by each County Commissioner and one at-large appointed by majority vote of the Board. The Board may also appoint a youth (15-18 years of age) representative to serve as an ex-officio member. Members must be residents of Palm Beach County and should reflect, to the greatest extent possible, the demographic and geographic diversity in the County. Further, the Board shall endeavor to appoint members who represent specific Commission on Women's focus, as well as experts in the field. For the inaugural Commission on Women, each Commissioner shall appoint one member for a term of one year and one member for a term of two years. The at-large member shall be appointed for an initial term of two years. Thereafter, all appointments shall be made for a term of three years. If the Board appoints a youth member, the term is for one year.

EXTENDED COMPOSITION :

IV. MEETINGS :

TBD

V. FUNCTIONS :

The Commission on Women is solely an advisory body established to focus on matters pertaining specifically to women including, but not limited to, discrimination, employment, education, healthcare, homelessness, and addictions. While the Commission on Women may suggest topics for review (and it is anticipated that it will do so through its annual report), its primary responsibility is to respond to the Board's requests for a study or some other involvement.

VI. LIAISON INFORMATION :

LIAISON DEPARTMENT

Office of Equal Opportunity

CONTACT PERSON

Pamela Guerrier

ADDRESS

301 N Olive Ave Fl 10th
West Palm Beach FL 33401
Phone # 561-355-2558

* indicates a member having an action pending



ADVISORY COMMISSION ON WOMEN

SEAT ID	CURRENT MEMBER	ROLE TYPE	RACE CODE	GENDER	BUSINESS / HOME PHONE	SEAT REQUIREMENT	APPOINT DATE	REAPPOINT DATE	EXPIRE DATE
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Appointed By : District 1

1	Vacant	Member							
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NOMINATED BY :

2	Vacant	Member							
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NOMINATED BY :

Appointed By : District 2

3	Christine Sosa-Gutierrez	Member	HA	F	561-598-0223		04/02/2024		09/30/2025
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1308 E Libby Dr
West Palm Beach FL 33406

NOMINATED BY :

4	Shanon Materio shanon@mcmow.com McMow Art Glass 701 N Dixie Hwy West Palm Beach FL 33460	Member	UN	F	--		12/05/2023	10/08/2024	10/07/2027
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NOMINATED BY :

* indicates a member having an action pending

Appointed By : District 3

5	Aimee Kelley aimeek223@gmail.com	Member	CA	F	--	12/17/2019	09/12/2023	09/30/2026
---	-------------------------------------	--------	----	---	----	------------	------------	------------

7853 Manor Forest Ln
Boynton Beach FL 33436

NOMINATED BY :

6	Susan Marie Kufdakis skufdakis@gmail.com	Member	HA	F	--	02/07/2023		09/30/2025
---	---	--------	----	---	----	------------	--	------------

12935 Persimmon Blvd
West Palm Beach FL 33411

NOMINATED BY :

Appointed By : District 4

7	Josie Machovec jcbmack@gmail.com	Member	CA	F	561-809-7423	10/08/2024		09/30/2025
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584 NW 16th Ct
Boca Raton FL 33486

NOMINATED BY :

8	Pamela Dubin pamela@pameladubin.com	Member	CA	F	--	10/20/2020	09/12/2023	09/30/2026
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1431 NW 48th Ln
Boca Raton FL 33431

NOMINATED BY :

* indicates a member having an action pending

Appointed By : District 5

9 Vacant Member

09/30/2025

NOMINATED BY :

10 Vacant Member

NOMINATED BY :

Appointed By : District 6

11 Vacant Member

09/30/2025

NOMINATED BY :

12 Krista Basore Member CA F 561-801-2555
ksbasore@gmail.com

11/21/2023

09/30/2026

4255 Silver Glen Dr
Wellington FL 33449

NOMINATED BY :

* indicates a member having an action pending

Appointed By : District 7

13 Leontyne Brown Member AA F -- 02/04/2020 10/01/2022 09/30/2025
leontyne@leontynesaidwhat.com

2640 Lake Shore Dr
Riviera Beach FL 33404

NOMINATED BY :

14 Allison Boettcher Member AA F -- 01/23/2024 01/22/2027

Blue Mountain Coffee House

NOMINATED BY :

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

15 Vacant Member 09/30/2025

NOMINATED BY :

16 ~~Vacant~~ Sophia Nemes Member CA Resident of Palm Beach County 01/24/23 11/05/24 05/31/25
sophia.nemes06@gmail.com

163 Beacon Ln
Jupiter, FL 33469

NOMINATED BY : Youth Member

* indicates a member having an action pending

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, CREATING THE PALM BEACH COUNTY ADVISORY COMMISSION ON WOMEN; PROVIDING FOR A PURPOSE; PROVIDING FOR COMPOSITION, MEMBERSHIP, AND AUTHORITY; PROVIDING FOR PROCEDURES FOR MEETINGS; PROVIDING FOR MEMBER RESPONSIBILITIES; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida (hereinafter "the Board") desires to continue to foster a supportive environment for all its citizens, including women; and

WHEREAS, Palm Beach County is a community where women of all ages can strive to achieve their fullest potential and the Board desires to foster and encourage their empowerment; and

WHEREAS, in order to promote this intention, the Board desires to create an advisory body to assist the Board and County Administration and its Departments and Divisions (hereinafter collectively referred to as "the County") on issues affecting women and girls.

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

SECTION 1: CREATION

There is hereby created the Palm Beach County Advisory Commission on Women (hereinafter "Commission on Women").

SECTION 2: PURPOSE

The Commission on Women is a resource for issues pertaining to women of all ages, regardless of race, ethnic and cultural background, and socio-economic circumstance, who reside in Palm Beach County. It is envisioned that this forum would help increase the interaction between organizations, governmental agencies and institutions whose mission is to improve the lives of women.

SECTION 3: MEMBERSHIP; APPOINTMENTS; TERMS

- A. The Commission on Women shall be comprised of fifteen members, two appointed by each County Commissioner and one at-large appointed by majority vote of the Board. The Board may also appoint a youth (15-18 years of age) representative to serve as an ex-officio member. Members must be residents of Palm Beach County and should reflect, to the greatest extent possible, the demographic and geographic diversity in the County. Further, the Board shall

endeavor to appoint members who represent the specific Commission on Women's focus, as well as experts in the field.

- B. For the inaugural Commission on Women, each Commissioner shall appoint one member for a term of one year and one member for a term of two years. The at-large member shall be appointed for an initial term of two years. Thereafter, all appointments shall be made for a term of three years. If the Board appoints a youth member, the term is for one year.
- C. All members shall serve at the pleasure of the Board.

SECTION 4: AUTHORITY; RESPONSIBILITIES; DUTIES

A. The Commission on Women is solely an advisory body established to focus on matters pertaining specifically to women including, but not limited to, discrimination, employment, education, healthcare, homelessness, and addictions. While the Commission on Women may suggest topics for review (and it is anticipated that it will do so through its annual report), its primary responsibility is to respond to the Board's requests for a study or some other involvement.

B. The Commission on Women should also:

1. Connect with women's organizations to obtain and share data, views and information of interest to the welfare of women, including the Florida Commission on the Status of Women and local agencies and public and private organizations having responsibilities and interests in areas of special concern to women.
2. Identify and recognize women's contributions to the County, especially regarding women who empower other women.
3. Make recommendations on how the County may address issues pertaining to socio-economic factors that impact women, the development of individual potential, and the encouragement of women to utilize their capabilities and assume leadership roles.
4. Recommend procedures, programs or legislation to promote equal rights and opportunities for all women.
5. Provide recommendations on positions the Board may take on local, state and federal legislation, if requested by the Board.
6. Assist in implementing Board-approved programs, if requested by the Board.
7. Disseminate information regarding resources, events, and programs that involve women's interests and concerns.

C. The Commission on Women shall prepare an annual report for presentation to the Board. The

report shall contain a summary of the Commission on Women's activities, community involvement, collaborations with other like-minded organizations, and accomplishments, as well as copies of meeting agendas and minutes. The report may include suggestions for issues it believes worthy of study.

- D. All members shall comply with the Uniform Policies and Procedures governing advisory bodies as set forth in Resolution No. 2013-0193, and any amendments thereto. Members will be provided a copy of the resolution and are expected to become familiar with the various requirements, including the provision for automatic removal for lack of attendance, conduct of meetings, and compliance with state and local laws pertaining to financial disclosure and other requirements addressed in Section 5 below.
- E. The Commission on Women is not established to duplicate efforts that County programs and departments were established to address, such as those specific issues handled through legal channels set forth in the Equal Employment Ordinance and Housing and Places of Accommodation Ordinance. Further, it is also not within the scope of the Commission on Women to have a role in the investigation of complaints conducted by the Fair Employment Program under the County's Human Resources Department, nor on any matters arising from union contracts.
- F. No member shall represent the Commission on Women before any governmental body or before any public or private group unless authorized to do so by majority vote of the Commission on Women. However, a member may, in their individual capacity, speak about the mission of the Commission on Women as set forth in this resolution.

SECTION 5: SUNSHINE LAW; CODES OF ETHICS

- A. The Commission on Women is subject to Florida's Sunshine Law. Reasonable public notice of all meetings, including committees, shall be provided. All meetings shall be open to the public and minutes shall be taken. Records are subject to public disclosure.
- B. Members of the Commission on Women shall comply with the State's Code of Ethics found in Chapter 112, Part III of the Florida Statutes and Palm Beach County's Code of Ethics codified in Sections 2-254 through 2-260 of the Palm Beach County Code.

SECTION 6: MEETINGS; LEADERSHIP

The Commission on Women shall meet quarterly, or as needed, as determined by the Board. A quorum must be present for the conduct of all meetings. A majority of the members appointed shall constitute a quorum. At the initial meeting and then annually at every first quarter meeting, the Commission on Women shall elect a Chair, a Vice-Chair, and a Secretary by a majority vote.

SECTION 7: COMMITTEES

The Commission on Women shall be as self-sufficient as possible in that there is no budget for its function. To this end, to carry out its duties, the creation of committees is encouraged.

SECTION 8: EFFECTIVE DATE; SUNSET PROVISION

This Resolution shall become effective upon approval by a majority vote of the Board of County Commissioners, Palm Beach County, Florida. The Commission on Women will sunset five years from the effective date unless the Board extends its service through official action.

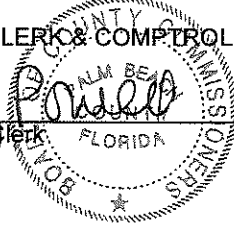
The foregoing Resolution was offered by Commissioner Berger,
who moved its adoption. The motion was seconded by Commissioner Burdick,
and upon being put to a vote, the vote was as follows:

- | | |
|--|--------|
| Commissioner Melissa McKinlay, Mayor -- | Aye |
| Commissioner Mack Bernard, Vice Mayor -- | Aye |
| Commissioner Hal Valeche -- | Aye |
| Commissioner Paulette Burdick -- | Aye |
| Commissioner Dave Kerner -- | Aye |
| Commissioner Steven Abrams -- | Absent |
| Commissioner Mary Lou Berger -- | Aye |

The Mayor thereupon declared the Resolution duly passed and adopted this 6th day of February, 2018.

PALM BEACH COUNTY, FLORIDA, BY ITS
BOARD OF COUNTY COMMISSIONERS
SHARON R. BOCK, CLERK & COMPTROLLER

By: *Sharon R. Bock*
Deputy Clerk



APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: *[Signature]*
County Attorney

RESOLUTION NO. R-2023-0098

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, AMENDING R-2018-0188, PROVIDING FOR AMENDED EFFECTIVE DATE-SUNSET PROVISION OF THE PALM BEACH COUNTY ADVISORY COMMISSION ON WOMEN, PROVIDING FOR AMENDED IN-PERSON QUORUM STANDARD, PROVIDING FOR AMENDED MEMBERSHIP; APPOINTMENTS; TERMS.

WHEREAS, the Board of County Commissioners of Palm Beach County, Florida (hereinafter "the Board") created The Advisory Commission on Women on February 6, 2018 to assist the Board and County Administration and its Departments and Divisions (hereinafter collectively referred to as "the County") on issues affecting women and girls; and

WHEREAS, Resolution 2018-0188 provides that The Commission on Women will sunset five years from the effective date unless the Board extends its service through official action.

WHEREAS, on April 20, 2021, Palm Beach County Board of County Commissioners passed Ordinance 2021-009 amending Palm Beach County Code, Chapter 2, Article V, Division 1 adding the following language:

In-Person Quorum Standard

Unless otherwise restricted by Florida or federal law, rule, regulation or code, 25% of the appointed members shall constitute a quorum for defining in-person participation for any meeting of a County-created board, commission, committee, or similar entity.

WHEREAS, The Palm Beach County Board of County Commission Resolution No. 2013-0193 established uniform policies and procedures for Advisory Boards and provides that terms of office for board members shall be three years. The Commission on Women has completed its inaugural term.

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

1. The foregoing recitals are true and correct and are expressly incorporated herein by reference and made a part hereof.
2. Section 8: Effective Date –Sunset Provision is amended to read in its entirety:

This Resolution shall become effective upon approval by a majority vote of the Board of County Commissioner, Palm Beach County, Florida. The service of the Commission on

Women is extended and will sunset five years from the effective date unless the Board extends its service through official action.

3. Section 6: Meetings; Leadership is amended to read in its entirety:

The Commission on Women shall meet quarterly, or as needed, as determined by the Board. A quorum must be present for the conduct of all meetings. Quorum requirements are as specified in Ordinance No. 2021-009, In-Person Quorum Standard. At the initial meeting and then annually at every first quarter meeting, the Commission on Women shall elect a Chair, a Vice-Chair, and a Secretary by a majority vote.

4. Section 3 (B) is amended to read in its entirety:

All appointments shall be made for a term of three years. If the Board appoints a youth member, the term is for one year.

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

COMMISSIONER GREGG K. WEISS, MAYOR --	Aye
COMMISSIONER MARIA SACHS, VICE MAYOR --	Aye
COMMISSIONER MARIA G. MARINO --	Aye
COMMISSIONER MICHAEL A. BARNETT --	Aye
COMMISSIONER MARCI WOODWARD --	Aye
COMMISSIONER SARA BAXTER --	Aye
COMMISSIONER MACK BERNARD --	Aye

The Mayor thereupon declared the Resolution duly passed and adopted this 24th day of January, 2023.

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

Joseph Abruzzo
Clerk & Comptroller

By: BM Jenkins
Deputy Clerk

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

By: Jean-Adel Williams
Assistant County Attorney