

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
BOARD APPOINTMENT SUMMARY

Meeting Date: March 11th, 2025

Department:  
Submitted by: Community Services  
Advisory Board: Palm Beach County HIV CARE Council

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the reappointment of two (2) members to the Palm Beach County HIV Comprehensive AIDS Resources Emergency Act Council (HIVCC), for the term March 11, 2025 to March 10, 2028:

<u>Seat No</u>	<u>Appointment</u>	<u>Recommended By</u>
5	Kim Rommel Enright	HIV CARE Council
25	Tad Joseph Fuller	HIV CARE Council

Summary: HIVCC establishes priorities for the allocation of Ryan White (RW) HIV/AIDS Program funds within Palm Beach County (County); and develops a comprehensive plan for the organization and delivery of health services described in 42 U.S.C. § 300ff, et seq., that is compatible with any existing state or local plan regarding the provision of health services to individuals with HIV/AIDS disease. The United States Department of Health and Human Services, through the Health Resources and Services Administration (HRSA), requires the County to maintain a planning council responsible for establishing priorities and allocating RW grant funding. The HIVCC is that Council. Federal law requires that the planning council's composition reflect the demographics of individuals with HIV/AIDS in the County. At least 33% of its members must be consumers of RW services who are not affiliated with subrecipient service providers. The law also requires that the planning council represent designated categories including health care providers, social service providers, community-based organizations, local public health agencies, non-elected community leaders, and grantees of Federal HIV programs. Per Resolution R2011-1560, the total membership for the HIVCC shall not exceed 33 at-large members. The HIVCC recommends the reappointment of Ms. Kim Rommel Enright and Mr. Tad Joseph Fuller. Ms. Enright is employed by Legal Aid Society of Palm Beach County, Inc. This agency has a contract with the County for services; however, HIVCC does not provide regulation, oversight, management, or policy-setting recommendations regarding the contracts or transactions with Legal Aid Society of Palm Beach County, Inc. Disclosure of this contractual relationship at a duly noticed public meeting is provided in accordance with the provisions of Section 2-443 of the County's Code of Ethics. The diversity count for the 22 seats that are currently filled is African-American: 11 (50%), Caucasian: five (5) (23%), Hispanic-American: four (4) (18%) and Asian-American: two (2) (9%). The gender ratio (male: female) is 9:13. Ms. Enright and Mr. Fuller are Caucasian. The staff has addressed the need to increase diversity within our boards and will continue to promote efforts to expand this Board's diversity. Countywide (HH)

Background and Justification: In accordance with the RW Comprehensive AIDS Resources Emergency Act of 1990 (RW Care Act) (P.L.101-381), the County was designated an eligible metropolitan area disproportionately affected by the HIV/AIDS epidemic, with a demand for services exceeding the capacity of local resources. The Federal Government, through HRSA, has made funds available to the County. In order to access these funds, Title I (Part A) of the RW Care Act mandates that the County designate a Title I (Part A) HIV Services Planning Council. To that end, the Board of County Commissioners (BCC) established the HIVCC, per Resolution R2011-1560, dated October 18, 2011, and amended it on January 23, 2018, through Resolution R2018-0015. The RW Care Act Amendments of 1996 mandate a nomination process for appointments to Title I (Part A) planning councils. As vacancies occur on the HIVCC, replacements are selected in accordance with the nomination process that was adopted and approved by the HIVCC on June 25, 2012.

- Attachments:
1. Boards/Committees Application and Resume
  2. Inventory of Seats
  3. Resolution 2011-1560

Recommended By: Tanura Malhotra 3/4/2025  
Department Director Date

Legal Sufficiency: Helene Colby 3-4-25  
Assistant County Attorney Date

**II. REVIEW COMMENTS**

**A. Other Department Review:**

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**Department Director**

**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: Palm Beach County HIV CARE Council Advisory  Not Advisory  At Large Appointment or  District Appointment /District #: \_\_\_\_\_Term of Appointment: 3 Years. From: 03/11/2025 To: 03/10/2028Seat Requirement: \_\_\_\_\_ Seat #: 5 \*Reappointment or  New Appointmentor  to complete the term of \_\_\_\_\_ Due to:  resignation  other

Completion of term to expire on: \_\_\_\_\_

\*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: Rommel-Enright Kimberly NMN  
Last First MiddleOccupation/Affiliation: Attorney at the Legal Aid Society of Palm Beach County, Inc.Owner  Employee  Officer Business Name: Legal Aid Society of Palm Beach County, Inc.Business Address: 423 Fern Street, Ste. 200City & State West Palm Beach, FL Zip Code: 33401Residence Address: 7101 182nd Rd NCity & State Jupiter, FL Zip Code: 33458Home Phone: ( ) Business Phone: ( 561 ) 655-8944 Ext. 265Cell Phone: ( 561 ) 352-5671 Fax: ( )Email Address: kenright@legalaidpb.orgMailing Address Preference:  Business  ResidenceHave you ever been convicted of a felony: Yes \_\_\_\_\_ No X \_\_\_\_\_

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

Minority Identification Code:  Male  Female  
 Native-American  Hispanic-American  Asian-American  African-American  Caucasian

**Section II Continued:**

**CONTRACTUAL RELATIONSHIPS:** Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed \$500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

<u>Contract/Transaction No.</u>	<u>Department/Division</u>	<u>Description of Services</u>	<u>Term</u>
Example: (R#XX-XX/PO XX)	Parks & Recreation	General Maintenance	10/01/00-09/30/2100
<i>See attached</i>	_____	_____	_____
(Attach Additional Sheet(s), if necessary) OR			
NONE <input 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.palmbeachcountvethics.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):

X  By watching the training program on the Web, DVD or VHS on  December 11  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: *Kimberly Rommel* Printed Name: Kimberly Rommel Date: 12/11/24

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

Return this FORM to:  
 {Insert Liaison Name Here}, {Insert Department/Division Here}  
 {Insert Address Here}

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

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

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

<b>Contract No.</b>	<b>Department/Division</b>	<b>Description of Services</b>	<b><u>Term</u></b>
R2023-0805	PBC Board of County Commissioners	Public Gaurdianship	Oct12024-Sep302025
1111004506	PBC Health Care District	Legal Assistance to remove barriers to health care	Jan12025-Dec312025
R2022-1000	PBC - Domestic Violence Project (FAA)	legal services to domestic violence victims	Oct12024-Sep302025
R2024-1434	PBC Board of County Commissioners	Professional legal services to indigent citizens of pbc	Oct12024-Sep302025
R2022-1088	PBC - Public Guardianship Program FAA	Public Gaurdianship	Oct12024-Sep302025
R2023-0038	PBC Board of County Commissioners	Wage Dispute Project	Jan12025-Dec312025

# Kimberly Rommel-Enright

7101 182<sup>nd</sup> Rd North

Jupiter, Florida 33458

561-352-5671

[kenright@legalaidpbc.org](mailto:kenright@legalaidpbc.org)

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## EDUCATION:

**NOVA UNIVERSITY LAW CENTER** Ft. Lauderdale, FL  
Juris Doctorate Degree, Cum Laude, May 1992  
Nova Law Review Staff 1990-1992

**FLORIDA ATLANTIC UNIVERSITY** Boca Raton, FL  
Bachelor of Arts, With Honors, Social Science, April 1989

## LEGAL EMPLOYMENT:

### LEGAL AID SOCIETY OF PALM BEACH COUNTY

West Palm Beach, FL

**Supervising Attorney: May 1998- Present**

**Staff Attorney: September 1992- April 1998**

Practiced Juvenile Law in the Juvenile Advocacy Project of Legal Aid. Cases included representation of minors in juvenile dependency, delinquency, and family law cases. Supervised the Legal Aid Society HIV/AIDS Legal Project and Project Permanent Placement. Supervisory duties included overseeing staff of two attorneys and four paralegals; conducting case reviews with staff and representing clients in the Ryan White Project of Legal Aid and Project Permanent Placement. Case handling involved issues of employment and insurance discrimination, confidentiality, dissolution of marriage, paternity, child support modification, kinship care and various civil matters. Current caseload concentration is in adoption, guardianship, third party custody, LGBTQ related legal issues and name changes. Currently supervising the Pro Bono Project. Primary responsibility is managing pro bono legal services for the 15<sup>th</sup> Judicial Circuit. Administrative duties include assigning cases to attorneys( approximately 400 per year), reporting pro bono participation (yearly reports to Florida Bar), recruiting attorneys, providing support for ongoing cases (approximately 1200), managing the information about the 1700 attorneys who participate in the pro bono program, and supervising all aspects of the Pro Bono Program.

THOMAS KINGCADE, P.A. West Palm Beach, FL

**Clerk: Summer 1991 & August 1992**

Researched and drafted memorandums of law and pleadings for personal injury, insurance, employment, defamation, and Worker's Compensation cases.

OFFICE OF THE STATE ATTORNEY

FIFTEENTH JUDICIAL CIRCUIT

**Internship: January 1992-April 1992**

Worked in County Court as a Certified Legal Intern. Responsible for case load. Duties included preparing discovery, conducting plea negotiations, case dispositions, and trials.

PROFESSOR MICHAEL BURNS Ft. Lauderdale, FL

**Research Assistant: January 1991-January 1992**

Researched and drafted memorandums on Constitutional issues. Also researched and edited an article for publication.

**TEACHING EXPERIENCE:** COOPER CAREER INSTITUTE, Paralegal Studies Program  
West Palm Beach, Florida  
**Instructor, Intermittently 1997 to 1999**  
Instructed paralegal students in the following courses: Criminal Law;  
Property Law; Torts; Probate; Legal Research and Legal Terminology.

SOUTH COLLEGE, Bachelor of Legal Studies Program  
West Palm Beach, Florida  
**Instructor, Fall 1999**  
Instructed students in Domestic Law course

**LECTURING EXPERIENCE:**

In-service programs conducted for: Connor's Nursery; Jupiter Farms Elementary; Grove Park Elementary; Washington Elementary; United Way; Comprehensive AIDS Program; Palm Beach County Home, Palm Beach County School Board Nurses, Florida Atlantic University, Staff Builders (Home Health Care), Foster Parents Association of Palm Beach County, and Hope House.

Presenter at "Care of the HIV Child and Young Adult" Second Annual Conference, October 1994

Presenter at the Sixth and Seventh Annual Florida HIV Conferences, June 1997 and April 1998

Panelist at the First Annual Pediatric HIV/ AIDS Conference, October 1997

Panelist/Presenter at the First and Second Annual Women's Studies Institute Conferences "Solidarity for Our Survival", March 1998 and May 1999

Presenter at the Florida Legal Services Family Law Training, September 1999

Presenter at the Annual HIV/ AIDS Statewide Conference (Pediatric), October 2000

Presenter at FCAN Conference, October 2002

Presenter at Guardian Ad Litem Accelerated Adoption Pro Bono Attorney Training, May 2003

**PUBLICATION:**

*"Someone to Watch Over Me: A Parent's Planning Guide"*  
Co-Editor

**PROFESSIONAL ASSOCIATIONS/COMMUNITY AFFILIATIONS:**

Florida Bar Association - Admitted 1992  
Palm Beach County Bar Association 1992- Present - Law Week Committee 2000-2013 (Chair 2003, 2005, 2006, 2007, 2009)  
Florida Association of Women Lawyers- Palm Beach County Chapter 2003-Present (Secretary 06-07; President Elect 07-08; President 08-09)  
Palm Beach County HIV CARE Council 1994- 2022 - (Secretary 1997; 2002-2005; 2007-2009; 2011-2013; 2015; Chair 2017;Co-Chair 2018,2019)  
Florida Legal Services Statewide AIDS Taskforce - Co-Chair  
Florida Pro Bono Coordinators Association 2002-Present (President 2005)  
Family Law Section of the Florida Bar 2003-Present (Executive Council 2012-2013; 2017-2018; 2019-current)

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

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**Section I (Department):** (Please Print)

Board Name: PBC HIV CARE COUNCIL Advisory  Not Advisory   
 At Large Appointment or  District Appointment /District #: \_\_\_\_\_  
 Term of Appointment: 3 Years. From: 03/11/2025 To: 03/10/2028  
 Seat Requirement: \_\_\_\_\_ Seat #: 25  
 \*Reappointment or  New Appointment  
 or  to complete the term of \_\_\_\_\_ Due to:  resignation  other  
 Completion of term to expire on: \_\_\_\_\_

\*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: Fuller Tad Joseph  
Last First Middle  
 Occupation/Affiliation: Chief Financial Officer  
 Owner  Employee  Officer   
 Business Name: Palm Beach County Housing Authority  
 Business Address: 3333 Forest Hill Blvd  
 City & State: West Palm Beach FL Zip Code: 33406  
 Residence Address: 125 Sunflower St  
 City & State: Boyel Palm Beach FL Zip Code: 33411  
 Home Phone: ( ) Business Phone: ( ) Ext. \_\_\_\_\_  
 Cell Phone: 818-525-3977 Fax: ( )  
 Email Address: tfuller@pbcha.org

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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<u>Example: (R#XX-XX/PO XX)</u>	<u>Parks &amp; 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"/>

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

\*Applicant's Signature: Tad Fuller Printed Name: Tad Fuller Date: 10/10/2024

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](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:  
 {Insert Liaison Name Here}, {Insert Department/Division Here}  
 {Insert Address Here}

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

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

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

# Tad Joseph Fuller

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To secure a career within the public housing industry. Assisting the agency and myself to grow from my initiative, experience, and drive.

## Professional Experience

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August 2014 to current      Palm Beach County Housing Authority      West Palm Beach, FL

### Chief Financial Officer

- Providing monthly and year-end financial services, strategic planning and internal control reviews.
  - Operational management assistance of HUD programs.
  - Staff development and HR services.
- 

September 2008 to      Allen, Green and Williamson, LLP      Monroe, LA  
current

### In-Charge Auditor

- Providing monthly and year-end financial services, strategic planning, internal control and compliance reviews to housing authorities.
- Planning, performing, reviewing and reporting of financial and compliance audits in accordance with Generally Accepted Governmental Auditing Standards (GAGAS) and the Single Audit Act of 1996 for school boards, housing authorities, and other state and local governments.
- Preparing financial statements, related notes to financial statements disclosures, audit findings/management letters and supplemental audit report information in accordance with Generally Accepted Accounting Principles (GAAP).

October 2006 to      University Bookstore      Monroe, LA  
June 2010

### Operations Manager

- Accounting of daily and monthly finances and reporting, including controlling overhead costs.
- Creating documents and presentations for area meetings.
- Supervising and coordinating daily activities of employees.
- Merchandising, organizing and marketing of inventory.

## Education

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May 2008      University of Louisiana at Monroe      Monroe, LA

### Bachelors of Business Administration

- Accounting Major

May 2002      University of Louisiana at Monroe      Monroe, LA

### Associates Degree

- General Studies
-

## **Tad Joseph Fuller**

### **Systems' Knowledge**

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- Microsoft Office Suite
  - Auditing Accounting System (Creative Solutions Accounting System)
  - PHA Accounting System (Emphasys, TenMast and MST-AS400)
  - PPC Smart Practice Aid System (Risk Base Approach to Audits)
  - HUD's REAC Secure Systems (eLOCCS, FASPHA, and VMS)
  - OMB Compliance Supplement for HUD programs (Public Housing, Section 8 (HCV), VASH, Capital Fund, Shelter Plus, Harbor One, Disaster Housing Assistance Program, and ROSS grants)
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### **Membership**

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- The American Institute of Certified Public Accountants (AICPA)

# Palm Beach County HIV CARE Council BOARD ROSTER

**Seat Updated 02/13/2025**

**CC B Laws Page 6 Article III – SECTION 7:** The CARE Council member term of office shall be three years. There shall be a limit of three (3) Consecutive three-year terms that a member can serve. This provision is effective as of March 1, 2013, and applies to any member who is appointed or reappointed subsequent to that date.

{Please make sure all the members have a files with all the updated documents}

SEAT	OCCUPANT	ORGANIZATION	CURRENT TERM EXPIRES	TERM LEFT AFTER CURRENT TERM EXPIRES	DEMOGRAPHIC INFORMATION
1	VACANT	FoundCare, Inc.	11/04/2026	0	
2	Kristen Harrington	AHF	10/04/2026	1	WF
3	Damion Baker	Monarch Inc.	08/21/2026	1	BM
4	Dr Youssef Motii	Oceana Healthcare	04/17/2026	2	BM
5	Kim Rommel Enright	Legal Aid	03/21/2025	2	WF
6	Nancy McConnell	Rebel Recovery	10/18/2024	3	WF

# Palm Beach County HIV CARE Council BOARD ROSTER

SEAT	OCCUPANT	ORGANIZATION	CURRENT TERM EXPIRES	TERM LEFT AFTER CURRENT TERM EXPIRES	DEMOGRAPHIC INFO.
7	Dr Jyothi Gunta	PBC Health Department	Appointed 07/02/2024 Term Expired 05/16/2025	3	APIF
8	Denise Grigoriou	Planned Parenthood	05/16/2025	3	HW
9	Christian Johnston	Florida Department of Health	Appointed 07/0/2024 Term Expired 05/16/2025	3	WM
10	Ashnika Ali	Health Council of South East Florida	Appointed 10/18/2024 Term Expired 10/17/2027	1	APIF

# Palm Beach County HIV CARE Council BOARD ROSTER

SEAT	OCCUPANT	ORGANIZATION	CURRENT TERM EXPIRES	TERM LEFT AFTER CURRENT TERM EXPIRES	DEMOGRAPHIC INFO.
11	Ashaki Sypher'	Families First of PBC	Appointed 8/20/2024 Term Expire 8/19/2027	1	BF
12	Lysette Perez	Compass	Appointed 8/20/2024 Term Expire 8/19/2027	1	HF
13	Miguel Vazquez	Housing Authority of PBC	05/16/2025	1	HM
14	Brittany Henry	FoundCare, Inc.	02/07/2025 Reappointment 02/11/2025	2	BW

# Palm Beach County HIV CARE Council BOARD ROSTER

SEAT	OCCUPANT	ORGANIZATION	CURRENT TERM EXPIRES	TERM LEFT AFTER CURRENT TERM EXPIRES	DEMOGRAPHIC INFO.
15	Tyrina Pinkney	The Lord's Place	05/16/2025	2	BF
16	VACANT	Community Member	06/13/2025	0	
17	Hector Bernardino	Midway Health, Inc.	Appointed 10/18/2024 Expired 10/17/2027	0	HM
18	Thomas McKissack	Ret. Jerome Golden	12/19/2025	0	BM

# Palm Beach County HIV CARE Council BOARD ROSTER

SEAT	OCCUPANT	ORGANIZATION	CURRENT TERM EXPIRES	TERM LEFT AFTER CURRENT TERM EXPIRES	DEMOGRAPHIC INFO.
19	VACANT		08/21/2026	3	
20	VACANT		08/21/2026	3	
21	Cecil Smith	Community Member	10/02/2026	3	BM
22	Mary Jane Reynolds	Community Member	07/12/2024	3	BF
23	Dominique Lane	Community Member	05/16/2025	3	BF
24	Cynthia Walker	Community Member	6/13/2025	3	BW
25	Tad Fuller	Community Member	03/21/2025	2	WM
26	Richardo Jackson	Community Member	05/16/2025	2	BM
27	VACANT	Community Member	10/02/2026	1	WM

*Demographic info key: BF= Black Female, BM= Black Male, HAIF= Haitian Female, HAIM= Haitian Male, WF= White Female, WM= White Male, HISF= Hispanic Female, HISM= Hispanic Male, M= Multi-Race, APIF= Asian Pacific Islander Fem*



R-2011-1560

# Document Type



\* P B C 0 8 \*

## R-number

Place Interim Doc  
Label Here →



\* P B C I N T O \*

Place Restricted Doc  
Label Here →



\* P B C R D O \*



RESOLUTION NO. R-2011-1560

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, DESIGNATING THE PALM BEACH COUNTY HIV COMPREHENSIVE AIDS RESOURCES EMERGENCY COUNCIL, HEREAFTER REFERRED TO AS "CARE COUNCIL", AS THE HIV SERVICES PLANNING COUNCIL REQUIRED UNDER PART A OF THE RYAN WHITE ACT; REPEALING RESOLUTION NO. R97-1067; AND UPDATING GRANT TITLE TO RYAN WHITE PART A AND PART B.**

**WHEREAS**, Palm Beach County has been identified as a locality which is disproportionately affected by the HIV epidemic and which has a substantial need for service; and

**WHEREAS**, the local demand for services far exceeds the capacity of local resources to meet that demand; and

**WHEREAS**, Congress has enacted the Ryan White Comprehensive AIDS Resources Emergency Act of 1990, P.L. 101-381, as amended, for the purpose of providing emergency financial support services to persons affected by the AIDS epidemic; and

**WHEREAS**, the Ryan White Act requires a grantee to establish or designate a HIV Services planning Council; and

**WHEREAS**, the current HIV Services Planning Association has worked with the grantees for Ryan White Part B and Housing Opportunities for Persons With AIDS (HOPWA) funds to establish a coordinated planning and advisory body to enhance the delivery of services to HIV-infected persons in Palm Beach County, and has created the CARE Council; and

**WHEREAS**, the Palm Beach County Board of County Commissioners wishes to designate the CARE Council as the HIV Services Planning Council.

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

- I. Designation of the CARE Council. The Board of County Commissioners hereby concurs with the establishment of a Board to be known as the Palm Beach County HIV Comprehensive AIDS Resources Emergency Council (CARE Council), and designates the CARE Council to serve as the Ryan White Part A HIV Services Planning Council as mandated under Part A of the Ryan White Act.
- II. Membership. The initial membership of the CARE Council shall consist of all members in good standing of the Palm Beach HIV Services Planning Council as constituted pursuant to Resolution R97-1067, on the day this resolution is enacted. Subsequently, the total membership shall be reduced to no more than 33 members through a process of attrition. As vacancies occur on the CARE Council, replacements shall be selected in accordance with the required "Nominations Process" which shall be adopted by the CARE Council. The nomination process must be in compliance with Article II of the CARE Council By-Laws and the requirements of Part A of the Ryan White Act, as amended.
- III. Meeting of the CARE Council: The Council may adopt such rules of procedure as it deems necessary. All meetings of the Council shall be open to the public and shall be subject to the requirement of Section 286.11, Florida Statutes. Palm Beach County will be provided copies of all agendas in advance of meetings and copies of all minutes of meetings.

IV. Duties and Responsibilities. The CARE Council shall:

- a) Develop a comprehensive plan for the organization and delivery of health services described in the Ryan White Act, as amended, that is compatible with any existing state or local plan regarding the provision of health services to individuals with HIV disease;
- b) Establish priorities and allocations of funds within the eligible area, including how to best to meet each such priority and additional factors that the grantee should consider, based on:
  1. Documented need of the HIV-infected population;
  2. Cost and outcome effectiveness of proposed service strategies and interventions, to the extent that such data are reasonably available (either demonstrated or probable);
  3. Priorities of the HIV-infected communities for whom the services are intended and;
  4. Availability of other governmental and non-governmental resources;
- c) Assess the efficiency of the administrative mechanism in rapidly allocating funds to the areas of greatest need within the eligible area and assess the effectiveness, either directly or through contractual arrangements, of the services offered in meeting the identified needs.
- d) Establish a grievance procedure to address grievances filed against the council.
- e) Participate in the development of a Statewide Coordinate Statement of Need initiated by the state public health agency responsible for administering grants under Part B of the Ryan White Act.
- f) Establish methods for obtaining input on community needs and priorities, which may include public meetings, conducting focus groups, and convening ad-hoc panels.
- g) Coordinate and monitor service provision and planning outcomes with a designated Lead Agency for the administration of Ryan White Part B funds.
- h) Provide a written report to the Board of County Commissioners by January 15<sup>th</sup> of each year on the membership, attendance records and activities and accomplishments of the CARE Council.

V. Grantee. Palm Beach County is the grantee for Part A Ryan White Act funds. The Board of County Commissions of Palm Beach County shall serve as the chief elected official for the purpose of applying for, receiving and distributing federal Part A Ryan White Act funds. The Department of Community Services shall provide administrative support, prepare grant applications and agreements and monitor funds necessary to comply with Part A requirements. Distribution of grant funds to Palm Beach County Providers shall be through agreements between the County and each provider. The application for and use of grant funds shall be in accordance with Ryan White Act.

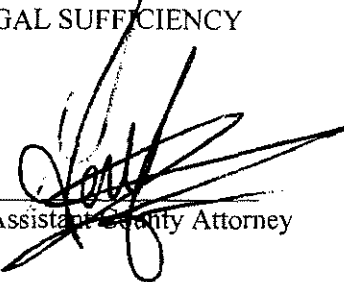
VI. Repeal of Resolution R97-1067. Resolution R97-1067 which created the HIV Services Planning Council is hereby repealed in its entirety.

VII. Effective date. This resolution shall become effective upon adoption. The foregoing Resolution was offered by Commissioner Aaronson, who moved its adoption. The motion was seconded by Commissioner Vana, and upon being put to a vote, the vote was as follows:

Commissioner Karen T. Marcus, Chair	-	Aye
Commissioner Shelley Vana, Vice-Chair	-	Aye
Commissioner Paulette Burdick	-	Aye
Commissioner Steven L. Abrams	-	Aye
Commissioner Burt Aaronson	-	Aye
Commissioner Jess R. Santamaria	-	Aye
Commissioner Priscilla A. Taylor	-	Aye

The Chair thereupon declared the resolution duly passed and adopted this 18th day of October, 2011.

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

By:   
Assistant County Attorney

PALM BEACH COUNTY, FLORIDA BY ITS  
BOARD OF COUNTY COMMISSIONERS

Sharon R. Bock, Clerk/Comptroller

By:   
Deputy Clerk

