RESOLUTION NO. R-2018- 0188

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: _____
Deputy Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

By: _____
County Attorney