



**MIAMI-DADE COUNTY
FINAL OFFICIAL MINUTES
Public Health Trust Nominating Council**

Board of County Commissioners
Stephen P. Clark Government Center
Commission Chamber
111 NW 1st Street
Miami, Florida 33128

Meeting Date:

August 5, 2005
As Advertised

Prepared by:

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Board of County Commissioners

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CLERK'S SUMMARY OF AGENDA ACTION
AND OFFICIAL MINUTES
PUBLIC HEALTH TRUST NOMINATING COUNCIL
AUGUST 5, 2005

The Public Health Trust Nominating Council (PHTNC) convened at 9:21 a.m. on August 5, 2005, there being present Chairwoman Rebecca Sosa and members State Senator Rudy Garcia, Mr. Larry Handfield, and Commissioner Javier Souto; (Commissioner Bruno Barreiro was absent); Deputy County Manager Pete Hernandez; Assistant County Manager Alina Tejeda Hudak; Assistant County Attorney Eugene Shy; and Deputy Clerk Linda Derleth.

I. WELCOME AND INTRODUCTIONS

Chairwoman Sosa welcomed everyone to today's meeting and introduced the other members of the PHTNC and also introduced staff members present.

Assistant County Manager Alina Tejeda Hudak stated she had been the County Manager's Office staff person for the PHTNC, and Deputy County Manager Pete Hernandez would be the new staff person.

Deputy County Manager Pete Hernandez stated Assistant County Manager Alina Tejeda Hudak had briefed him on PHTNC issues.

II. CHAPTER 25A OVERVIEW - MIAMI-DADE COUNTY CODE
Nomination Council Revised Procedures

Assistant County Attorney Eugene Shy stated the Public Health Trust (PHT) Board of Trustees consisted of 15 community members and 2 voting members of the Board of County Commissioners. He noted Commissioners Rolle and Souto were now members of the PHT.

Mr. Shy noted Chapter 25A of the Code of Miami-Dade County provided that the PHTNC was responsible for advertising PHT vacancies and for recommending candidates for membership, and he indicated the University of Miami Board of Trustees was to recommend one candidate to the PHT.

III. PUBLIC HEALTH TRUST VACANCIES

Mr. Shy explained the requirements for membership on the PHT, and he noted the Board of County Commissioners had approved the procedures by which the PHTNC would advertise for and recommend candidates for PHT membership. Mr. Shy stated the PHTNC would be advertising for five positions, and he noted the University of Miami Board of Trustees had recommended Mr. Stanley Arkin.

Commissioner Sosa emphasized the importance of avoiding a conflict of interest or the appearance of a conflict of interest when the PHTNC recommended candidates to the PHT. She stated the PHTNC would conduct interviews only after background checks could be performed.

IV. TRANSITION OF PHT ASSIGNMENT Approval of advertisement and application

Assistant County Manager Alina Tejeda Hudak summarized the application for PHT membership and the changes that had been made. She noted background investigations would be conducted after the PHTNC selected a short list of candidates.

In response to a question by Commissioner Sosa, Mr. Larry Handfield, stated PHT member Senator Ron Silver was hired as a lobbyist by the University of Miami, and he agreed his new position was a conflict of interest and he would not reapply for PHT membership. He noted the PHTNC would have to conduct interviews to fill that seat.

Commissioner Sosa requested a report explaining how the community was represented on the PHT in categories such as percentage of the population and ethnicity, and she requested that all members of the PHT receive the report.

Assistant County Manager Alina Tejeda Hudak noted she would provide the requested report and also attendance records of the current PHT members.

Commissioner Sosa requested Assistant County Manager Alina Tejeda Hudak prepare a letter thanking the members of the PHT who had served and would no longer be on the PHT.

Commissioner Souto stated the PHT membership advertisement should be published in community newspapers, noting the County had an agreement with the community newspapers that they would publish advertisements. He also suggested that advertisements be run on radio stations in an effort to reach the entire community.

Commissioner Sosa requested staff advertise in the Daily Business Review, that a press release be issued in English, Spanish, and Creole and that staff request radio stations to announce this information.

Commissioner Sosa requested that newspaper advertisements include bold print in the following categories: the web address, the date applications were due, and the phone number for information.

It was moved by Commissioner Souto that the PHTNC approve the proposed advertisement as presented. This motion was seconded by Mr. Handfield, and upon being put to a vote, passed by a vote of 4-0, (Commissioner Barreiro was absent).

Discussion ensued regarding the proposed application for PHT membership.

In response to a question by Senator Rudy Garcia, Assistant County Attorney Shy stated a question could be asked of the current PHT members to determine if anyone had a conflict of interest.

In response to Senator Garcia's question, Mr. Handfield suggested that PHT members could be requested to submit a signed statement every year regarding any conflicts of interest they had. He stated he would confer with Assistant County Attorney Shy to develop such a statement.

Following further discussion, it was moved by Mr. Handfield that the PHTNC approve the proposed PHT application as presented. This motion was seconded by Senator Garcia, and upon being put to a vote, passed by a vote of 4-0, (Commissioner Barreiro was absent).

Upon conclusion of the foregoing, Assistant County Manager Alina Tejada Hudak expressed her appreciation to Ms. Tara Smith, Assistant to the County Manager, for her assistance with the PHT matters.

V. TIMELINE AND FUTURE MEETINGS

Following discussion regarding the deadlines for submission and review of PHT applications, the PHTNC scheduled the following meetings:

- September 16, 2005 at 10:00 a.m. to determine which candidates would be interviewed for PHT membership
- September 29, 2005 at 9 a.m. to interview candidates for PHT membership

Assistant County Manager Alina Tejada Hudak indicated candidate interviews usually required an all-day meeting, and she noted the foregoing meetings would be convened in the second floor conference room.

VI. ADJOURNMENT

There being no further business to come before the PHTNC, the meeting was adjourned at 10:15 a.m.

Commissioner Rebecca Sosa, Chairwoman