



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

Board of County Commissioners

Stephen P. Clark Government Center
2nd Floor Conference Room
111 NW 1st Street
Miami, Florida 33128

May 15, 2008
As Advertised

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**PUBLIC HEALTH TRUST NOMINATING COUNCIL
CLERK'S SUMMARY AND OFFICIAL MEETING MINUTES
MAY 15, 2008**

The Public Health Trust Nominating Council convened in the 2nd Floor Commission Conference Room of the Stephen P. Clark Government Center, 111 N.W. 1st Street, on May 15, 2008, at 10:00 a.m. There being present Chairman Dennis Moss and Council Members: Commissioner Katy Sorenson, and Commissioner Javier Souto; (Mr. John Copeland III representing Mr. Ernesto de la Fe was late); (Representative Julio Robaina was absent).

Staff members present were Assistant County Manager Alina T. Hudak; Assistant County Attorneys Eugene Shy and Laura Llorente; Ms. Christina Lares Assistant to the County Manager; Ms. Maggie A. Perez, Jackson Health System; and Deputy Clerk Karen Leonard.

I. Welcome and Introductions

Chairman Moss called the meeting to order at 10:09 a.m. and welcomed those in attendance. He announced that Public Health Trust Chairman, Ernesto de la Fe, was out-of-town and could not attend today's meeting. Chairman Moss asked each Council member to introduce themselves for the record.

II. Explanation of Nominating Process

Chairman Moss asked Assistant County Attorney Shy to explain the PHT Nominating Committee (PHTNC) process.

Assistant County Attorney (ACA) Shy provided an overview of the nominating process to fill five (5) vacancies on the Board of Trustees of the Public Health Trust. He noted the term of office for the following trustees would expire on October 15, 2008:

Jorge L. Arrizurieta
Abraham A. Galbut
Joaquin Del Cueto
Luis D. Mella
Martin G. Zilber
Stanley H. Arkin (appointed by the University of Miami)

ACA Shy noted according to the rules and procedures of the nominating council, the members needed to approve the application form, method of advertisement and timeline to be followed.

III. Review and Approval of Proposed Timeline and Advertisement for Applicants

Assistant County Manager (ACM) Alina Hudak noted that historically the Council had used the advertisement which was included in the agenda package. She stated that the proposed timeline included the advertisement of openings between May 19, 2008 and May 30, 2008 and an application submittal deadline of June 2, 2008. She noted the timeline provided sufficient time for interviews of selected applicants by the nominating council and presentation of the council's recommendations before the appropriate commission committee and the Board of County

Commissioners in September, 2008; and the installation of the new Trustee members at the October PHT meeting.

Commissioner Sorenson requested that the advertisement include the acceptance of applications by e-mail and facsimile. She suggested that a disclaimer could be placed on the application indicating that the applicant would be responsible for ensuring that the application was received by the submittal deadline.

Commissioner Souto expressed concern regarding the total reliability on cybernetics. He stated he wanted to ensure that documents relating to governmental details were safely received without any outside interference.

ACM Hudak advised the application could be downloaded from the Website www.miamidade.gov; and she would confirm whether it could be completed online.

Following discussion, Chairman Moss indicated the application should be revised to include submittal by e-mail and facsimile along with a statement indicating that the applicant would be responsible for ensuring submittal by the deadline. He indicated if this process resulted in any controversial situations, the council would provide other options for application submittal.

ACM Hudak noted that language in the application would be changed to indicate that emails and facsimiles would be acceptable along with the disclaimer. She advised that background checks of the final applicants would be performed before the interviews. Ms. Hudak noted the dates of future nominating council meetings would be provided upon confirming availability of members.

There being no further questions regarding the timeline, application and advertisement, the following motion was made.

It was moved by Commissioner Sorenson to approve the proposed timeline, and the revised application and advertisement for PHT applicants. This motion was seconded by Commissioner Souto and upon being put to a vote, passed unanimously by those members present.

ACA Shy noted the University of Miami (UM) would send the name of the Trustee to fill its vacancy to the nominating council for the interview process; but this vacancy would not be a part of the advertisement. He noted the BCC would approve the University of Miami's appointment by resolution.

ACM Hudak clarified that the Council would be nominating five (5) candidates and two alternates.

ADJOURNMENT

There being no further business to come before the Council, the meeting adjourned at 10:23 a.m.

Chairman Dennis C. Moss