



**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](http://www.pbcgov.com/equalopportunity)



**Palm Beach County  
Board of County  
Commissioners**

Dave Kerner, Mayor

Robert S. Weinroth, Vice Mayor

Maria G. Marino

Gregg K. Weiss

Maria Sachs

Melissa McKinlay

Mack Bernard

**County Administrator**

Verdenia C. Baker

## MEMORANDUM

**DATE** October 19, 2021

**TO:** Hon. Samantha Schosberg Feuer  
Shelly Albright  
Annette Annmarie Gray  
Tracey Labgold  
Michelle McGovern  
Alexandria Ayala  
Aimee Kelley  
Jana Panarites  
Leontyne Brown  
Roseline Docteur-Joseph  
Pamela Dubin  
Krista Basore  
Elizabeth Berkowitz  
Nancy Bourne

**CC:** Verdenia C. Baker, County Administrator  
Nancy Bolton, Assistant County Administrator  
Jean Williams, Assistant County Attorney

**FROM:** Pamela Guerrier, Director  
Office of Equal Opportunity

**RE: COMMISSION ON WOMEN BOARD MEETING**

---

The next regular Palm Beach County Advisory Commission of Women Board meeting is scheduled for **October 25, 2021 at 6:00 p.m.** in the **McEaddy Conference Room, 12<sup>th</sup> Floor, Palm Beach County Government Center, 301 North Olive Avenue, WPB, FL 33401.** There will be no opportunity to attend the meeting in person. **We must have a quorum of four (4) board members in person in order to conduct the meeting. The remaining members may attend virtually. The WebEx link will be provided.**

**Please contact Kenette Penny - Baker at (561) 355-4884 or E-mail ([Kpbaker@pbcgov.org](mailto:Kpbaker@pbcgov.org)) on or before Monday, October 25, 2021 by 10:00 a.m. to confirm your attendance and if it will be in person or virtual.**

Complimentary parking for this meeting is available in the 4<sup>th</sup> Street parking lot, which is located between Olive Avenue and Dixie Highway.

*"An Equal Opportunity  
Affirmative Action Employer"*

**PALM BEACH COUNTY  
COMMISSION ON WOMEN BOARD  
MEETING MINUTES**

---

**September 13, 2021**

---

MCEADDY CONFERENCE ROOM, 12<sup>TH</sup> FLOOR  
PALM BEACH COUNTY GOVERNMENTAL CENTER

---

**I. CALL TO ORDER**

Meeting of the Palm Beach County Advisory Commission on Women Board was called to order by Chairperson Michelle McGovern at 6:04 p.m. on Monday September 13, 2021. There was a Quorum present ( 5 members attending in person).

**II. Attendance (Roll Call)**

**Present:**

Hon. Samantha Schosberg Feuer  
Michelle McGovern  
Alexandria Ayala (virtual)  
Aimee Kelley (virtual)  
Jana Panarites  
Leotyne Brown (virtual)  
Nancy Bourne (virtual)  
Elizabeth Berkowitz  
Annette Annmarie Gray (virtual)  
Pamela Dubin

**Absent:**

Roseline Docteur-Joseph  
Shelly Albright  
Tracey Labgold  
Krista Basore

**Staff Attendance:**

Melanie Powlis  
Pamela Guerrier  
Steven Antonoff  
Jean Williams  
Triana Davis

**III. Adoption of Agenda**

After being properly moved and seconded, the agenda was unanimously approved by all board members.

#### **IV. A. Review and approval of August 23, 2021 Minutes**

After being properly moved and seconded, the minutes were unanimously approved by all board members.

#### **V. Old Business**

Presenter Nicole Bishop was invited by board members to discuss Domestic Violence Awareness month in October. She mentioned she would forward schedule and link to the opening ceremony. Ms. Bishop informed the board members they are changing the Domestic Violence Council to Domestic Violence Response Team. The chair mentioned that the highest rate of domestic violence acts occurs on Super Bowl night. The board asked Ms. Bishop if the upcoming ceremony would be virtual and recorded. Ms. Bishop also mentioned they want to get forensic nurses involved in the response team. The chair asked to identify a panel of experts to help the coalition panel of women. Nicole informed the board members that Covid-19 has increased cases in sexual violence at home. Board member Leontyne Brown agrees that social media can spread the word especially with people who are still social distancing.

#### **VI. New Business**

Board members suggested inviting agency/organization representatives to its next meeting scheduled for 6 p.m. on 25 October. The ACW is discussing planning an event to recognize domestic violence awareness. One idea they were exploring was to have Palm Beach County's channel 20 tape a segment on domestic violence awareness, which would include various stakeholders in the community that address domestic violence issues.

#### **VII. Public Comments**

None

#### **VIII. Member Comments**

Board member Jana Panarites suggested we let people they're inviting to next panel meeting know they can attend virtually.

#### **IX. Staff Comments**

Mrs. Guerrier introduced Office of Equal Opportunity's new manager, Steven Antonoff.

#### **X. Meeting date, time, and location**

The next Commission on Women Board meeting is scheduled for Monday, October 25, 2021 at 6:00 p.m. in person in the 12th Floor McEaddy's Conference Room.

#### **XI. The meeting was adjourned at 7:04 pm.**

ADVISORY COMMISSION ON WOMEN BOARD MEETING ATTENDANCE 2021

NAMES	DATE	DATE	DATE	DATE	DATE
Elizabeth Berkowitz	8-Mar-21	17-May-21	23-Aug-21	13-Sep-21	25-Oct-21
Nancy Bourne	✓	✓	✓	✓	
Jana Panarites	✓	✓	✓	✓	
Roseline Docteur-Joseph	✓	✓	✓	X	
Aimee Kelley	✓	✓	✓	✓	
Alexandria Ayala	✓	✓	✓	✓	
Tracey Labgold	✓	✓	X	X	
Pamela Dubin	✓	✓	X	✓	
Michelle McGovern	✓	✓	✓	✓	
Hon. Samantha Schosberg	✓	✓	✓	✓	
Shelly Albright	✓	X	X	X	
Krista Basore	✓	✓	X	X	
Leontyne Brown	✓	✓	✓	✓	
Annette Gray	✓	✓	X	✓	





**PALM BEACH COUNTY  
ADVISORY COMMISSION ON WOMEN  
MEETING AGENDA  
October 25, 2021  
6:00 p.m.**

**This meeting is being conducted in person on Monday, October 25 2021 at 6:00 P.M in the McEaddy Conference room, 12<sup>th</sup> Floor, Palm Beach County Government Center, 301 North Olive Avenue, WPB, FL 33401. Reminder that anyone entering a County building is required to wear a facial covering. CDC recommendations will be followed including social distancing and availability of hand sanitizer and accommodations for frequent handwashing.**

Based on the most recent recommendations of the CDC and the rising positivity rates of COVID-19 in Palm Beach County, effective August 2, 2021 and until further notice, it is the County's policy that individuals must wear facial coverings and practice social distancing from other individuals while indoors on County property. County property includes all County-owned and County-leased buildings where Palm Beach County's offices, divisions, departments or Constitutional Offices conduct business. This requirement includes vaccinated and non-vaccinated individuals, per CDC guidelines. If you require a special accommodation, you should contact the appropriate office in advance. Law Enforcement is authorized to issue a trespass warning and remove any individuals not in compliance with this policy.

**Information for those attending in person:**

- You must **wear a mask** covering your nose and mouth upon entry into the Government Center.
- You will be met by OEO staff at the elevator on the 12<sup>th</sup> floor. Please enter the building no earlier than 15 minutes prior to the start of the meeting.
- You will also have your **temperature taken**, which must read below 100.4 degrees.
- Once in the meeting room, there will be chairs set up to accommodate for **social distancing**.
- You will not be allowed to attend the meeting in person if you answer "yes" to any of the following questions:
  - Have you taken any fever-reducing medicine such as Tylenol or Advil for fever in the last 12 hours?
  - Have you tested positive for the coronavirus (COVID-19) within the last 14 days?
  - Have you experienced a loss of taste or smell sensation within the last 14 days?
  - Have you experienced persistent pain or pressure in your chest over the last 14 days?
  - Have you been sick with a fever, cough, shortness of breath, or respiratory infection in the past 14 days?
  - Have you had close contact with someone who has—OR—is under investigation for COVID-19 in the past 14 days?
  - Are you currently awaiting COVID-19 test results?



Public comments can be submitted in advance of the meeting to Pamela Guerrier at [Pguerrie@pbcgov.org](mailto:Pguerrie@pbcgov.org). For additional information, please contact Pamela Guerrier (561) 355-4884. In accordance with the Americans with Disabilities Act (“ADA”), persons with disabilities requiring accommodations in order to participate in this public meeting should contact Pamela Guerrier at (561) 355-4884 no later than two (2) business days prior to such meeting.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGEANCE
- III. ATTENDANCE
- IV. ADOPTION OF AGENDA
- V. A. REVIEW AND APPROVAL OF MINUTES OF September 13, 2021
- VI. OLD BUSINESS

Community Discussion

- VII. NEW BUSINESS
- VIII. PUBLIC COMMENTS
- IX. MEMBER COMMENTS
- X. STAFF COMMENTS
- XI. MEETING DATE, TIME, AND LOCATION
- XII. ADJOURNMENT