Hillsborough County Commissioners Seek Applications for Citizen Boards and Councils - Applications due by close of business on August 6, 2020.

Hillsborough County Commissioners are seeking residents to serve on several County citizen advisory boards and councils. Residents interested in seeking appointment must reside in and be registered voters in Hillsborough County. These are voluntary positions and members serve without compensation. Applicants may apply to more than one board but may only serve on one board at a time unless specifically approved by the BOCC. All applicants must submit a completed Questionnaire for County Appointments and a Standards of Conduct form. Incomplete applications will not be considered. Additional requirements are in the information that follows.

If you apply to a board that requires a background check, you must also submit a Background Investigation Disclosure and Authorization form. *You will be contacted by our Human Resources Department with further instructions regarding the online portion of the background check. A response within 36 hours is required before the link expires.

Forms are available on the County’s website at: HCFLGov.net. Click on the “Government” link on the top of the page, then the “Boards and Committees” link. The forms can be filled out and printed, then scanned and emailed, faxed, or mailed.

All forms must be signed and dated, and all questions must be answered in entirety to be eligible.

The application is due by close of business on August 6, 2020. Appointments will be scheduled for a meeting of the Board of County Commissioners in August or September 2020.

Forms can be – Mailed to: P. O. Box 1110, Tampa, FL 33601
               Faxed to: 813-239-3916
               Emailed to: finleyl@hillsboroughcounty.org

In response to the COVID-19 pandemic, meetings may be held virtually via communications technology.

AFFORDABLE HOUSING ADVISORY BOARD
This Board advises and makes recommendations to the Board of County Commissioners and Affordable Housing Services on issues affecting affordable housing development, to assist the County in developing new programs and policies which foster the development and preservation of affordable housing, and to evaluate the County’s established policies, procedures, ordinances and land development regulations for their impact on affordable housing.

One position is vacant. Term is for three years. Position is specified as a citizen who is actively engaged as an advocate for low income persons in connection with affordable housing.

Meeting schedule: Monthly, 2nd Monday, 9 AM – 11 AM
**BUILDING BOARD OF ADJUSTMENT, APPEALS AND EXAMINERS**
This Board confirms the competency and integrity of applicants applying for building certification in the County and takes disciplinary action against those contractors that fail to comply with the Building Code.

Two terms will expire. Terms are for two years. Positions are specified as alternates, with knowledge and experience in the technical codes of this board.

Citizens appointed to this board will be required to file an annual financial disclosure.

**Meeting schedule:** Monthly, 3rd Tuesday, 9 AM

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**CAREERSOURCE TAMPA BAY**
This Board provides policy guidance and oversight for workforce development activities for CareerSource Florida Region 15 (Hillsborough County) in partnership with the Board of County Commissioners (BOCC), including activities under the Workforce Innovation and Opportunity Act (WIOA); development of an annual budget subject to the approval of the BOCC; developing, ratifying and submitting or amending the local workforce plan subject to the approval of the BOCC; establishing and adopting policy for governance, administration and operation of the CareerSource Tampa Bay (CSTB) Board of Directors; oversight of the CSTB budget, programs, administrative costs and performance outcomes; identifying and selecting providers of training services, intensive services, youth providers and One Stop Operators as necessary and applicable.

Five positions are open. Terms are for two years.

The membership of this board shall be comprised to represent the required composition and percentage of representation required by current workforce development legislation. Consideration for appointment will be given to representatives from the following category:

**Business:**
Business sector nominees must be located in Hillsborough County and include with their application, a letter of nomination from a local business organization or business trade association that they will represent. Business sector nominees must represent a minimum of 51% of the total Board.

Citizens appointed to this board will be required to file an annual financial disclosure.

**Meeting schedule:** Bi-Monthly, 3rd Thursday, 11 AM

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**CHILD CARE LICENSING ADVISORY BOARD**
The purpose of this Board is to provide advice to the Local Licensing Agency on Child Care Matters.

Five positions are vacant, and two terms have expired. Terms are for three years. Positions are specified as: 1) a licensed private for-profit child care facility operator from the African-American community; 2) a local non-profit or governmental agency serving the needs of young children and their parents; 3) a licensed religiously affiliated child care facility operator; 4) a non-profit licensed child care facility or organization representative; 5) a licensed public/private facility operator that works primarily with migrant children; 6) a parent of a child in a child care facility in the County; and 7) an operator of a licensed child care facility that serves at-risk/special-needs children.

Appointment to this board is contingent upon passing a criminal background check. *Applicants must submit a Background Investigation Disclosure and Authorization Form with the application.*

**Meeting schedule:** Quarterly, 1st Thursday, 1:30 PM
**CHILD CARE LICENSING HEARING OFFICER**

Pursuant to the Hillsborough County Child Care Homes Licensing Ordinance 19-6, and the Hillsborough County Child Care Facilities Ordinance 19-5, an applicant for a license or a current licensee, under these ordinances, may request a hearing whenever an application for a license is denied, or whenever a license has been placed on probation, suspended, revoked, or an administrative fine has been imposed by the Office of Child Care Licensing. These hearings are conducted by a hearing officer who makes findings and recommendations with respect to the matters considered at the hearing.

One term has expired. Term is for three years. Hearing Officers must be members in good standing of the Florida Bar and may not be employees of the County Attorney’s Office.

Appointment as a Hearing Officer is contingent upon passing a criminal background check. *Applicants must submit a Background Investigation Disclosure and Authorization Form with the application.*

**Meeting schedule:** When requested.

**CODE ENFORCEMENT BOARD**

This Board has jurisdiction to hear violations of all codes and ordinances of Hillsborough County with most cases arising out of violations of the County’s housing, building, zoning and sign codes and ordinances to maintain minimum health and safety standards.

One term has expired. Term is for three years. Position is specified as an alternate.

Citizen appointed to this board will be required to file an annual financial disclosure. Citizen appointed to this board must reside in the unincorporated area of Hillsborough County.

**Meeting schedule:** Monthly, generally 3rd or 4th Friday, 9 AM

**COUNTY INTERNAL AUDIT COMMITTEE**

This Committee serves in an advisory capacity to the Board of County Commissioners (BOCC) and to the County Internal Auditor, on issues presented to the Audit Committee related to monitoring audit activities for the BOCC. The Audit Committee also serves as an intermediary between the BOCC and the County Internal Auditor upon request from the BOCC or the County Internal Auditor. The Audit Committee shall be subject at all times to Florida’s Government-in-the-Sunshine Law, codified in Florida Statutes 286.011.

One term will expire. Term is for two years. Members may not serve more than two full consecutive terms. Positions are specified as general positions with no audit experience or certifications/licenses required. **Please provide a current resume.**

Consideration for membership shall be given to nominees who possess the following attributes: the ability to encourage openness and transparency; the ability to ask relevant questions, evaluate the answer, and continue to probe for information until completely satisfied with the answers provided; the ability to work with the County Internal Auditor and work cohesively with other Audit Committee members in fulfilling the Audit Committee’s purpose.

Members shall not have any direct financial interest in County business and must have an impartial, unbiased attitude and no conflicts of interest. Any applicant or Audit Committee member who has an independence or objectivity impairment in fact or in appearance, must promptly report the details to the County’s Boards and Councils Coordinator, County Internal Auditor, and Committee Chair. The nature of the disclosure will depend upon the impairment. Each member should have an understanding of good management and business practices.

**Meeting schedule:** Quarterly.
HEALTH CARE ADVISORY BOARD
This Board improves accessibility and efficiency of care for medically poor residents of Hillsborough County through recommendations to the Board of County Commissioners for fund allocation, coordination, planning, and monitoring of health care delivery systems.

Two positions are vacant, and two terms will expire. Terms are for four years. Positions are specified as: 1) a participant in the Hillsborough County Indigent Health Care Plan at the time of appointment or any subsequent reappointment; 2) a health insurance industry representative; 3) a non-healthcare business community representative; 4) an at-large representative.

Meeting schedule: Monthly, 3rd Thursday, 3 PM

HILLSBOROUGH COUNTY CITY-COUNTY PLANNING COMMISSION
The Hillsborough County City-County Planning Commission is an independent consolidated planning agency, lead by appointed citizens, which serves all the citizens of Hillsborough County by providing a vision for improving the quality of life. The Planning Commission and its staff serve as agents within the community to promote and coordinate the involvement of all people in comprehensive long-range planning, growth management, transportation, and environmental protection. The Planning Commission makes recommendations to the Board of County Commissioners, Tampa City Council, Plant City Commission, and Temple Terrace City Council regarding land use, community planning, capital improvements, urban design, and other comprehensive issues.

One position is vacant due to resignation. Position is for the remainder of a term which expires 9/30/23. Members appointed to this board will be required o take an Oath of Office. Citizens appointed to this board will be required to file an annual financial disclosure. Citizens appointed to this board must reside in the unincorporated area of Hillsborough County.

Meeting schedule: Monthly, 2nd Monday, 2 PM

HISTORIC RESOURCES REVIEW BOARD
This Board serves as an architectural review board for the protection of historic resources in unincorporated Hillsborough County. It recommends archaeological and historical sites to the Board of County Commissioners for landmark designation and reviews alterations and new construction on landmark sites or districts.

Three positions are vacant, and two terms will expire. Terms are for three years. Positions are specified as: 1) an architect, licensed to practice in the state of Florida or an architectural historian; 2) an architect, licensed to practice in the state of Florida; 3) a real estate broker, licensed to practice in the state of Florida; 4) a lay person with demonstrated interest, competence, or knowledge in historic preservation; and 5) an alternate who meets one of the professional criteria for this board.

Citizens appointed to this board must reside in the unincorporated area of Hillsborough County.

Meeting schedule: Monthly, 3rd Tuesday, 3 PM

HOUSING FINANCE AUTHORITY
This Authority was created in 1985 to provide incentives to the private sector to relieve the shortage of affordable housing in Hillsborough County. Through partnership with lenders, builders, and developers, the Authority has assisted thousands of first-time home-buyers through mortgage rates and innovative down payment assistance programs. The Authority
has also assisted renters through its Multi-Family Bond programs which feature below-market rental rates to lower income individuals and families.

One position is vacant. Position is for the remainder of a term which expires 7/31/23.

Meeting schedule: Monthly, generally 2nd Friday, 9:30 AM

**INDUSTRIAL DEVELOPMENT AUTHORITY**
This Authority, with the consent of the Board of County Commissioners, provides financing of industrial projects that are beneficial to the community, including manufacturing plants and pollution and waste control facilities.

Two positions are vacant. One term is for four years and one position is for the remainder of a term which expires 12/31/22. Members should be knowledgeable in finance, economic development, or the planning and financing of large capital improvements.

Meeting schedule: Monthly, 1st Thursday, 8:30 AM

**LAND USE APPEALS BOARD**
This Board hears appeals of decisions of the Land Use Hearing Officer on special use permits and variances from zoning regulations.

Three positions are vacant. Terms are for three years. One position is an alternate. Consideration for membership shall be given to representatives of the following: an attorney with at least five years of experience practicing in Hillsborough County who has been admitted to the Florida Bar for not less than five years; a landscape architect or architect registered to practice in the state of Florida; a business owner or operator in unincorporated Hillsborough County; a professional planner with not less than three years of experience in land use planning or zoning in Hillsborough County; a civil or environmental engineer registered to practice in the state of Florida; a developer active in development in Hillsborough County or a duly licensed general contractor (Class A) active in a business in Hillsborough County.

Citizens appointed to this board will be required to file an annual financial disclosure. Citizens appointed to this board must reside in the unincorporated area of Hillsborough County.

Meeting schedule: Monthly, 1st Friday, 1:30 PM, as needed.

**MECHANICAL BOARD OF ADJUSTMENT, APPEALS AND EXAMINERS**
This Board confirms the competency and integrity of applicants applying for mechanical certification in the County and takes disciplinary action against those contractors that fail to comply with the Mechanical Code.

Three positions are vacant, and one term has expired. Member terms are for four years. Alternate member term is for two years. Positions are specified as: 1) a Class “A” HVAC contractor; 2) a sheet metal contractor; and 3 & 4) alternates, with knowledge and experience in the technical codes of this board.

Citizens appointed to this board will be required to file an annual financial disclosure.

Meeting schedule: Quarterly, 3rd Thursday, 10:00 AM

**PLUMBING AND GAS BOARD OF ADJUSTMENT, APPEALS AND EXAMINERS**
This Board governs the certification and/or compliance standards for plumbing and gas contractors doing work in Hillsborough County and enforces adherence to the standards set by the Plumbing and Gas Code. The board members shall be appointed by the governing bodies of the jurisdiction that choose to use the County’s boards and enter into an interlocal agreement with Hillsborough County.
One position is vacant. Term is for two years. Position is specified as an alternate with knowledge and experience in the technical codes of this board.

Citizen appointed to this board will be required to file an annual financial disclosure.

**Meeting schedule:** Quarterly, 3rd Tuesday, 1 PM

**PUBLIC ART COMMITTEE**
This Committee acts in the public interest on all matters relating to the Public Art Ordinance including the selection, placement, and maintenance of works of public art throughout the County. The Committee provides public input in the administration and planning of the Public Art Program and serves as a liaison to the Hillsborough County visual arts community.

Two positions are vacant. Terms are for three years. Positions are specified as: 1) an architect, planner, landscape architect, or developer in Hillsborough County; and 2) a private citizen of Hillsborough County with demonstrated knowledge and appreciation for visual art. No member shall serve for more than two full three-year terms.

**Meeting schedule:** Quarterly

**PUBLIC LIBRARY BOARD**
This 12-member Board, appointed by the Board of County Commissioners, serves in an advisory capacity to the Library Director regarding the operation of the Tampa-Hillsborough County Public Library, including future planning and policy developments.

Three terms have expired. Terms are for three years. Positions are from Commission Districts 2, 3, and 4. Members shall have some background/experience in business, law, government or other civic activity and have demonstrated leadership in the community. Participation in at least one of the standing committees is required.

Appointment to this board is contingent upon passing a criminal background check.  
*Applicants must submit a Background Investigation Disclosure and Authorization Form with the application.*

**Meeting schedule:** Monthly, 4th Thursday, 4 PM