



June 8, 2021

Marcia Conner  
Executive Director  
**National Forum for Black Public Administrators**  
777 North Capitol Street NE, Suite 550  
Washington, DC 20002

**RE: Reestablishing of the Treasure Coast Florida Chapter of National Forum for Black Public Administrators**

Ms. Conner:

Since 1983, the National Forum for Black Public Administrators (NFBPA) has served as a catalyst for linking public and private organizations, as well as academic institutions to support the professional development of African Americans choosing public service careers. I am writing to officially request the acceptance and chartering of the **Treasure Coast Florida Chapter of National Forum for Black Public Administrators** to become affiliated with legacy of NFBPA.

For your use, I have attached the following:

- Approved Bylaws
- Approved resolution attesting to the election results, officers, and potential list of members
- Geographical area to be covered
- Strategic framework plan that outlines steps for sustained membership and programming
- Description of networking and educational activities undertaken during organizational process
- Description of support received and anticipated by local appointed and elected officials
- \$200 chartering fee

The identified geographic area that will represent the Treasure Coast Florida Chapter is a growing area of Florida and includes the nationally recognized Indian River State College. There is tremendous excitement from professionals in the area to form a chapter, and I am confident that NFBPA will provide a vehicle for continued growth and development of the members.

Sincerely,

A handwritten signature in black ink, appearing to read 'Alphonso Jefferson, Jr.', is positioned below the word 'Sincerely,'.

Alphonso Jefferson, Jr.  
President  
Treasure Coast Florida Chapter of NFBPA

cc: Executive Board, Treasure Coast Florida Chapter

**RESOLUTION NO. 1**  
**A RESOLUTION RECOGNIZING THE ELECTION OF OFFICERS AND LIST OF MEMBERS**

**WHEREAS**, the members of the Treasure Coast Florida Chapter of National Forum for Black Public Administrators have made the following determinations:

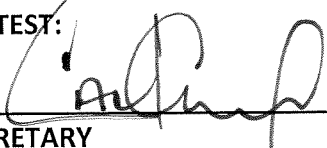
1. The official name has been approved as the Treasure Coast Florida Chapter of National Forum for Black Public Administrators.
2. The Treasure Coast Florida Chapter includes all public, non-profit, private, education institutions in the geographic areas of Indian River County, Martin County, Okeechobee County, and St. Lucie County.
3. Treasure Coast Florida Chapter local bylaws have been accepted and approved by the members of the Chapter.
4. Treasure Coast Florida Chapter has held appropriate elections and certify the results for officers and has identified the list of potential members that are attached as part of this resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Treasure Coast Chapter of National Forum for Black Public Administrators hereby certify the election results on June 8, 2021 as encourages the National Forum of Black Public Administrators to acknowledge the formulation of the Treasure Coast Chapter.

**PASSED AND DULY ADOPTED** this 8th day of June 2021.

ATTEST:

SECRETARY

  
Cartene Cibe

TREASURE COAST CHAPTER OF NFBPA

BY:  
PRESIDENT

  
Alphonso Jefferson, Jr.



TREASURE COAST FLORIDA CHAPTER

## SLATE OF OFFICERS

<b>President</b>	<b>1<sup>st</sup> Vice President</b>	<b>2<sup>nd</sup> Vice President</b>	<b>Secretary</b>	<b>Treasurer</b>	<b>Parliamentarian</b>	<b>Historian</b>
Alphonso Jefferson, Jr.	Elijah Wooten, Jr.	Shanelle Tomlin	Carlene Cidel	Johnna S. Morris	Sarah Smith	Nadege Pierre

Potential Members of the Treasure Coast Chapter of NFBPA

Count	Name	Email Address
1	Andrew McBean	<a href="mailto:Amcbean@co.okeechobee.fl.us">Amcbean@co.okeechobee.fl.us</a>
2	Louis A. Johnson	<a href="mailto:Ljohnson@co.okeechobee.fl.us">Ljohnson@co.okeechobee.fl.us</a>
3	Johnna Morris	<a href="mailto:jmorris@cityoffortpierce.com">jmorris@cityoffortpierce.com</a>
4	Caleta Scott	<a href="mailto:cscott@cityoffortpierce.com">cscott@cityoffortpierce.com</a>  <a href="mailto:caletascott@gmail.com">caletascott@gmail.com</a> <a href="mailto:caletascott.llc@gmail.com">caletascott.llc@gmail.com</a>
5	Sheritta Johnson	<a href="mailto:sjohnson@cityoffortpierce.com">sjohnson@cityoffortpierce.com</a>
6	Audria Moore-Wells	<a href="mailto:amoorewells@cityoffortpierce.com">amoorewells@cityoffortpierce.com</a>
7	Devoshay Johnson	<a href="mailto:djohnson@cityoffortpierce.com">djohnson@cityoffortpierce.com</a>
8	Paul Thomas	<a href="mailto:pthomas@cityoffortpierce.com">pthomas@cityoffortpierce.com</a>
9	Venetia Barnes	<a href="mailto:vbarnes@cityoffortpierce.com">vbarnes@cityoffortpierce.com</a>
10	Kevin Browning	<a href="mailto:kbrowning@cityoffortpierce.com">kbrowning@cityoffortpierce.com</a>
11	Vennis Gilmore	<a href="mailto:vgilmore@cityoffortpierce.com">vgilmore@cityoffortpierce.com</a>
12	Jacolby Washington	<a href="mailto:jwashington@cityoffortpierce.com">jwashington@cityoffortpierce.com</a>
13	Tysha Williams	<a href="mailto:twilliams@cityoffortpierce.com">twilliams@cityoffortpierce.com</a>
14	Nick Mimms	<a href="mailto:nmimms@cityoffortpierce.com">nmimms@cityoffortpierce.com</a>
15	Curtis Johnson	<a href="mailto:cjohnson41906@gmail.com">cjohnson41906@gmail.com</a>
16	Tracey Bryant	<a href="mailto:tbryant@indiantownfl.gov">tbryant@indiantownfl.gov</a>
17	Nylene Clarke	<a href="mailto:nclarke@indiantownfl.gov">nclarke@indiantownfl.gov</a>
18	Althea Jefferson	<a href="mailto:ajefferson@indiantownfl.gov">ajefferson@indiantownfl.gov</a>
19	Howard Brown	<a href="mailto:hbrown@indiantownfl.gov">hbrown@indiantownfl.gov</a>
20	Alphonso Jefferson	<a href="mailto:Jeffersonal@stlucieco.org">Jeffersonal@stlucieco.org</a>
21	Tahir Curry	<a href="mailto:CurryT@stlucieco.org">CurryT@stlucieco.org</a>
22	Sandra Jackson	<a href="mailto:JacksonS@stluciesheriff.com">JacksonS@stluciesheriff.com</a>
23	Edward Doiley	<a href="mailto:DoileyE@stlucieco.org">DoileyE@stlucieco.org</a>
24	Will Ewing	<a href="mailto:EwingW@stlucieco.org">EwingW@stlucieco.org</a>
25	Ernest Jackson	<a href="mailto:JacksonEr@stlucieco.org">JacksonEr@stlucieco.org</a>
26	Edward McDuffie	<a href="mailto:McDuffieE@stlucieco.org">McDuffieE@stlucieco.org</a>
27	Broderick Underwood	<a href="mailto:underwoodb@stlucieco.org">underwoodb@stlucieco.org</a>
28	Willie Redden	<a href="mailto:reddenw@stlucieco.org">reddenw@stlucieco.org</a>
29	LaSheri Baker	<a href="mailto:bakerl@stlucieco.org">bakerl@stlucieco.org</a>
30	Cotina Best	<a href="mailto:BestC@stlucieco.org">BestC@stlucieco.org</a>
31	Beverly Davis	<a href="mailto:davisb@stlucieco.org">davisb@stlucieco.org</a>
32	Sandy Henry-Gordon	<a href="mailto:Henry-GordonS@stlucieco.org">Henry-GordonS@stlucieco.org</a>
33	Claudia Sessing	<a href="mailto:sessingc@stlucieco.org">sessingc@stlucieco.org</a>
34	Danielle Williams	<a href="mailto:williamsda@stlucieco.org">williamsda@stlucieco.org</a>
35	Paulette Bell	<a href="mailto:BellP@stlucieco.org">BellP@stlucieco.org</a>
36	Carlene Cidel	<a href="mailto:CidelC@stlucieco.org">CidelC@stlucieco.org</a>

Potential Members of the Treasure Coast Chapter of NFBPA

Count	Name	Email Address
37	Sarah Smith	SmithS@stlucieco.org
38	Jennifer Anglin	AnglinJ@stlucieco.org
39	Alicia Foster	FosterA@stlucieco.org
40	TaWonna Johnson	johnsont@stlucieco.org
41	Regina McCants	<a href="mailto:McCantsRe@stlucieco.org">McCantsRe@stlucieco.org</a>
42	Shanelle Tomlin	TomlinS@stlucieco.org
43	Elijah Wooten	ewooten@cityofpsl.com
44	Shelly Thomas	thomass@paslc.org
45	Kevin Perry	Kevin.Perry@stlucieschools.org
46	Adriene	ajeffers@irsc.edu
47	William Armstead	warmstead@bgcofslc.org
48	Teresa Bishop	<a href="mailto:tbishop@roundtableslc.org">tbishop@roundtableslc.org</a>
49	Aisha Nash	anash@aishanashlaw.com
50	Abria McCants	amccants1995@outlook.com
51	Denise Sirmons	<a href="mailto:Sirmonsde@stlucieco.org">Sirmonsde@stlucieco.org</a>
52	Ella Gilbert	<a href="mailto:EGilbert@cityofpsl.com">EGilbert@cityofpsl.com</a>
53	Clyde Cuffy	<a href="mailto:EGilbert@cityofpsl.com">EGilbert@cityofpsl.com</a>
54	Thema Neal	<a href="mailto:TNeal@cityofpsl.com">TNeal@cityofpsl.com</a>
55	Yvonne White	<a href="mailto:YWhite@cityofpsl.com">YWhite@cityofpsl.com</a>
56	Faye Henry	<a href="mailto:fhenry@cityofpsl.com">fhenry@cityofpsl.com</a>
57	Grantly Ricketts	<a href="mailto:gricketts@ufl.edu">gricketts@ufl.edu</a>
58	Charmayne Davis	<a href="mailto:DavisCh@stluciesheriff.com">DavisCh@stluciesheriff.com</a>
59	Nadege Pierre	<a href="mailto:pierren@stlucieco.org">pierren@stlucieco.org</a>
60	Sheila Wise	<a href="mailto:swise@cityoffortpierce.com">swise@cityoffortpierce.com</a>
61	Broderick Underwood	<a href="mailto:underwoodb@stlucieco.org">underwoodb@stlucieco.org</a>
62	Lesley George	LGeorge@pbcgov.org

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BYLAWS**

**ARTICLE III. MEETINGS**

**Section 1. Authority to Call Meetings.** All meetings of the Treasure Coast Florida Chapter membership and/or the Executive Committee shall be at the call of the President or a majority of the members of the Executive Committee.

**Section 2. Regular Membership Meetings.** The Treasure Coast Florida Chapter shall meet at least four times each year as designated by the President; one membership meeting shall be the annual meeting.

**Section 3. Annual Meeting.** The annual meeting of the membership shall be held each year in January. During the annual meeting, members of the Executive Committee shall be elected as specified in these Bylaws.

**Section 4. Special Meetings.** Special meetings of the Treasure Coast Florida Chapter and/or Executive Committee may be called by the President or a majority of the members of the Executive Committee. The purpose of the meeting shall be stated in the notice of the meeting. Except in cases of emergency, at least five days' notice shall be given. In the absence of any objection, the president officer may vary the order of business or add thereto at his/her discretion.

**Section 5. Quorum.** Seven (7) members of the Treasure Coast Florida Chapter shall constitute a Quorum.

**ARTICLE IV. OFFICERS**

**Section 1. Elected Officers.** The officers of the Treasure Coast Florida Chapter shall consist of: President, First Vice President, Second Vice President, Secretary, Treasurer, Parliamentarian, and Historian.

**Section 2. Qualifications and Election of Officers.** Any individual, Retired or student member in good standing is qualified to be an officer. The President and the Treasurer shall be elected by the membership in odd-numbered years for two-year terms. The First Vice President, the Second Vice President, and the Secretary shall be elected by the membership in even-numbered years for two-year terms.

**Section 3. Term of Elected Officers.** Each elected officer shall take office on the day following his or her election and shall serve for a term of two years or until his or her successor is duly elected and qualified subject to the provisions of Section 4 of Article IV. No member shall serve more than two successive terms in the same elected position.

**Section 4. Tenure of Elected Officers.** No elected officer shall serve more than 120 additional days while awaiting the election of his or her

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successor.

**Section 5. Duties of President.** The President shall preside at all meetings of the Treasure Coast Florida Chapter, serve as chairperson of the Executive Committee, communicate, and interpret policy, serve as a link between the NFBPA and the membership. The President shall be responsible for ensuring the activities of the standing committees are consistent with the purpose of the Treasure Coast Florida Chapter. The President shall appoint a Parliamentarian to assist with the orderly conduct of all meetings of the Treasure Coast Florida Chapter. The Parliamentarian shall serve at the pleasure of the President and shall be selected from among the Executive Board. The President shall be an authorized signer on the bank accounts of the Treasure Coast Florida Chapter. Except as may be otherwise provided in these Bylaws, the President shall be a member ex officio of all committees except the Nominating Committee. He or she may be called upon to preside at meetings of any committees of which he or she is a member in the absence of the chairperson of any such committee, unless otherwise provided in these Bylaws, and shall perform such other duties specified in these Bylaws or assigned by the Executive Committee.

**Section 6. Duties of First Vice President.** The First Vice President shall assume the duties of the President and serve as presiding officer in the absence of the President and shall act on behalf of the President to carry out such duties as delegated by the President. The First Vice President shall be the chairperson of the Membership Committee, and shall perform generally all duties incident to the office of First Vice President and such duties as may be assigned by the Executive Committee.

**Section 7. Duties of Second Vice President.** The Second Vice President shall assume the duties of the President, in the absence of both the President and the First Vice President. The Second Vice President shall be the chairperson of the Program Development Committee, and shall perform generally all duties incident to the office of Second Vice President and such duties as may be assigned by the Executive Committee.

**Section 8. Duties of Secretary.** The Secretary shall be the chairperson of the Public Information Committee and shall:

- a. Certify and maintain a current edition of the Treasure Coast Florida Chapter's Bylaws, including amendments thereof, and at least three accurate copies.
- b. Ensure that all notices are duly given in accordance with the provisions of these Bylaws and/or required by law.
- c. Maintain a book of minutes of all meetings, recording therein the time and place of each meeting, whether regular or special, and if special, how authorized and what notice was given, the names of those members present

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at the meeting and the proceedings thereof.

d. Maintain a membership book containing the name, and mailing and e-mail addresses of each member, and a record of each and every terminated membership including the date of termination.

e. Perform generally all duties incident to the office of Secretary and such duties as may be assigned by the Executive Committee.

**Section 9. Duties of the Treasurer.** The Treasurer shall be the chairperson of the Finance Committee and shall:

a. Maintain custody of, and be responsible for all funds and securities of the Treasure Coast Florida Chapter, and shall deposit all such funds in the name of the Treasure Coast Florida Chapter in such banks, trust companies, and/or other depositories as shall be selected by the Executive Committee.

b. Receive and disburse receipts for monies due and payable to the Chapter from all sources.

c. Disburse or cause to be disbursed the funds of the Treasure Coast Florida Chapter as directed by the Executive Committee and shall take proper vouchers for such disbursements.

d. Maintain accurate and correct accounts of the Treasure Coast Florida Chapter's properties, business transactions, assets, liabilities, receipts, disbursements, gains, and losses.

e. Be an authorized signer on the bank accounts.

f. Upon request, render to the President and Executive Committee an account of any or all the transactions of the Treasurer and of the financial condition of the Treasure Coast Florida Chapter.

g. Prepare or cause to be prepared and certify the financial statements to be included at regular and annual meetings to report to the membership.

h. Perform generally all duties incident to the office of Treasurer and such duties as may be assigned by the Executive Committee.

**Section 10. Duties of the Historian.** The Historian shall be responsible for the gather of historical data from various sources, including archives, books, and artifacts. Analyze and interpret historical information to determine its authenticity and significance. Document activities of the Treasure Coast Florida Chapter for presentation and display.

**Section 11. Duties of the Parliamentarian.** The Parliamentarian shall be responsible for interpreting and applying the "Rules of Order" for meetings. These rules, such as Robert's Rules of Order Newly Revised, enable groups to discuss and determine actions to be taken efficiently and fairly.

**Section 12. Nominating Committee and Election Procedures.** At least 120 days prior to the annual meeting, a Nominating Committee of five members shall be appointed by the President. It shall be the duty of this committee to provide notice of



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the available positions to the membership at least 90 days before the annual meeting and to nominate candidates for the officers to be filled at the annual meeting in January. The Nominating Committee shall report to the Executive Committee at 90 days before the annual meeting. Before the election at the annual meeting additional nominations from the floor shall be permitted.

**S**

**Section 13. Ballot Election.** The officers and at large members shall be elected by ballot.

**Section 14. Office-Holding Limitations.** No member shall hold more than one office at a time, and no member shall be eligible to serve more than two consecutive terms in the same office.

**Section 15. Vacancies.** If the office of President becomes vacant, the First Vice-President shall become President and complete the unexpired term. If the office of First Vice-President, Second Vice-President, Secretary, Treasurer, or at large member becomes vacant, the Executive Board shall elect an eligible member to fill the office for the unexpired term, except when a member of the Executive Committee resigns or is otherwise unable to continue to serve before the completion of one year of a two-year term, the Nominating Committee shall nominate an eligible member to be voted upon by the membership during the next annual meeting to complete the second year of the unexpired term.

**Section 16. Removal and Resignation.** Officers may be removed for cause, e.g., misconduct or neglect of duty in office, and/or in accordance with applicable law by a two-thirds vote of the members present and voting at a meeting of the Treasure Coast Florida Chapter. The failure to attend 50% of the Executive Committee and Regular Membership Meetings without a reasonable excuse during the first year of term is considered neglect of duty, and grounds for removal. The decision of whether or not an absence is reasonable is within the sole discretion of the President. Any officer may resign at any time by giving written notice to the Executive Committee for acceptance. Acceptance of the resignation shall be by affirmative vote of the Executive Committee at the first meeting following receipt of the notice of resignation.

**ARTICLE V. EXECUTIVE COMMITTEE**

**Section 1. Composition.** The Executive Committee shall consist of the five officers. Service on the Executive Committee will correspond with the member's term in his or her elected position. Chapter members who are members of the NFBPA Board of Directors may serve in an ex officio capacity.

**Section 2. Powers.** The Executive Committee shall exercise the powers of the Treasure Coast Florida Chapter and provide ongoing guidance to ensure successful completion of tasks toward fulfillment of the Treasure Coast Florida Chapter's purpose.

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**Section 3. Meetings of the Executive Committee.** The Executive Committee shall meet *at* least four times a year at a time and place designated by the President. Three (3) members of the Executive Committee shall constitute a quorum.

**ARTICLE VI. COMMITTEES**

**Section 1. General.** There shall be four standing committees of the Treasure Coast Florida Chapter, and the President as necessary shall appoint other special committees and/or taskforces and their chairpersons.

**Section 2. Standing Committees.**

**Membership** – First Vice President - Responsible for membership recruitment, retention, and other matters pertaining to the Treasure Coast Chapter's membership and shall have such other powers and perform such other duties as may be prescribed by the Executive Committee *or* general membership.

**Program Development** – Second Vice President - Responsible for the planning of programs, e.g., awards ceremonies, fund-raisers, and speakers and/or demonstrations during membership meetings, which shall have three main purposes:

- a. To increase interest in the work of the Treasure Coast Florida Chapter.
- b. To provide a variety of ideas to further the Chapter's purpose.
- c. To motivate members and other supporters to participate in the activities of the Chapter and to make financial contributions.

As soon as possible after being elected, the Second Vice President, who shall serve as the chairperson of the Program Development Committee, should present an outline of possible programs for the year to the Executive Committee. In addition, a budget for said programs shall be submitted *to* the Treasurer/Chairperson of the Finance Committee for review and recommendation to the Executive Committee. The Executive Committee shall approve all programs and the corresponding funding associated with each. If the Chapter hosts a NFBPA event, then the Program Development Committee Chairperson shall be responsible and coordinate with the National Office. The Chairperson shall confer with the Secretary/Chairperson of the Public Information Committee and request the assistance of the Public Information Committee in publicizing all events.

**Public Information** – Secretary - Responsible for providing information to the membership and the public of the activities of the Chapter.

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**Finance** – Treasurer - Responsible for preparing a budget for the fiscal year and submitting it to the membership. The committee may from time to time submit amendments to the budget for the current fiscal year to the membership, which may be adopted by a majority vote.

**Section 3. Rules.** Each committee may adopt rules for its governance not consistent with these Bylaws and other polices of the Treasure Coast Florida Chapter.

**ARTICLE VII. ORDER OF BUSINESS AND PARLIAMENTARY AUTHORITY**

**Section 1. Order of Business.** Meetings of the Treasure Coast Florida Chapter shall be conducted in an orderly and logical manner in such order as may be determined advisable by the presiding officer and the Parliamentarian; provided, however, that if any objection to the order of business so adopted is sustained by a majority of those present, the regular order of business shall prevail such as determined by the majority. Once the presiding officer has determined that a quorum is present he or she shall call the meeting to order. An example of the order of business is as follows:

- a. Reading and Approval of Minutes
  - b. Reports of Officers, and Standing Committees
  - c. Reports of Special Committees
  - d. Unfinished Business
  - e. New Business

**Section 2. Parliamentary Authority.** The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Treasure Coast Florida Chapter in all cases to which they are applicable and in which they are not consistent with these Bylaws and any special rules of order the Treasure Coast Florida Chapter may adopt.

**ARTICLE VIII. EXECUTION OF INSTRUMENTS, DEPOSITS, AND FUNDS**

**Section 1. Execution of Instruments.** The Executive Committee may by resolution authorize any officer or agent of the Treasure Coast Florida Chapter to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Treasure Coast Florida Chapter, and such authority may be general or confined to specific instances. Unless so authorized, no officer, agent, or member shall have any power or authority to bind the Treasure Coast Florida Chapter by any contract or engagement, or to pledge its credit, or to render it liable pecuniary for any purpose or in any amount, and the Treasure Coast Florida Chapter shall not be obligated to perform any act not expressly authorized by it or by its agents acting within the course and scope of their responsibilities and authority expressly granted by the Treasure Coast Florida Chapter.

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**Section 2. Checks and Notes.** Except as otherwise specifically determined by resolution of the Executive Committee, as provided in Section 1 of Article VIII, or as otherwise required by law; checks, drafts, promissory notes, orders for the payment of money, and other evidences of indebtedness of the Treasure Coast Florida Chapter shall be signed by the Treasurer and countersigned by the President.

**Section 3. Deposits.** All funds of the Chapter shall be deposited to the credit of the Treasure Coast Florida Chapter in such banks, trust companies and/or depositories as the Executive Committee selects.

**Section 4. Gifts.** By approval of majority vote the Executive Committee may accept any lawful gift, contribution, bequest, or device on behalf of the Treasure Coast Florida Chapter for general or specific purposes.

**ARTICLE IX. VOTING**

**Section 1. Voting.** Except as provided elsewhere under these Bylaws or amendments hereto, each individual and student member shall be entitled to one vote, specific to each subject properly submitted to vote, at each meeting of members present in person. No proxy voting shall be permitted.

**Section 2. Voting by Executive Committee.** Each member of the Executive Committee shall be entitled to one vote, specific to each subject properly submitted to vote, at each meeting of the Executive Committee at which he or she is present in person. No proxy voting shall be permitted.

**ARTICLE X. CONFLICTS OF INTEREST**

**Section 1. Procedures as to Conflicts of interest.** As soon as a duality of interest or possible conflict of interest on the part of any member of the Board of Directors is known, or reasonably should have been known, any such conflict shall be disclosed to the other members of the Board of Directors and made a matter of record. Action by the Board of Directors in connection with such interest shall also be disclosed in writing and made a matter of record. Any member of the Board of Directors having a duality of interest or possible conflict of interest on any matter shall not vote or use his or her personal influence on the matter whenever such duality or possible conflict of interest shall arise. The minutes of that meeting shall reflect that the conflict was disclosed; the party, who is the subject of the conflict, abstained from voting on the matter; and a quorum was present.

**Section 2. Input of Board Member.** If requested by a majority of the Board of Directors, the foregoing requirements shall not be construed as preventing the member of the Board of Directors, who is the subject of the conflict, from briefly stating his or her position in the matter, nor from answering pertinent questions of other members of the Board of Directors, since his or her knowledge may be of great assistance.

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**ARTICLE XI. FISCAL YEAR**

The Chapter fiscal year shall commence on January 1st and end on December 31st.

**ARTICLE XII. NATIONAL AFFILIATION**

The Treasure Coast Florida Chapter is a local chapter of the NFBPA. It is chartered by the NFBPA Board of Directors. The Treasure Coast Florida Chapter subscribes to and operates in accordance with the goals, objectives, policies, and procedures of the NFBPA. The Treasure Coast Florida Chapter is subject to the terms and provisions of the Treasure Coast Florida Chapter Affiliation Agreement executed with NFBPA.

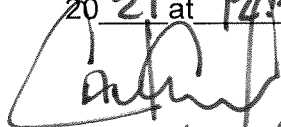
**ARTICLE XIII. AMENDMENTS**


Any proposed amendments to these Bylaws must first be submitted to the National Office for approval. These Bylaws can only be amended by a two-thirds vote of the members present and voting at a meeting of the Treasure Coast Florida Chapter. Amendments to the Bylaws must be submitted, in writing, to the membership at least 30 days prior to the date of the meeting during which the amendments will be considered.

**ARTICLE XIV. NOTICES**

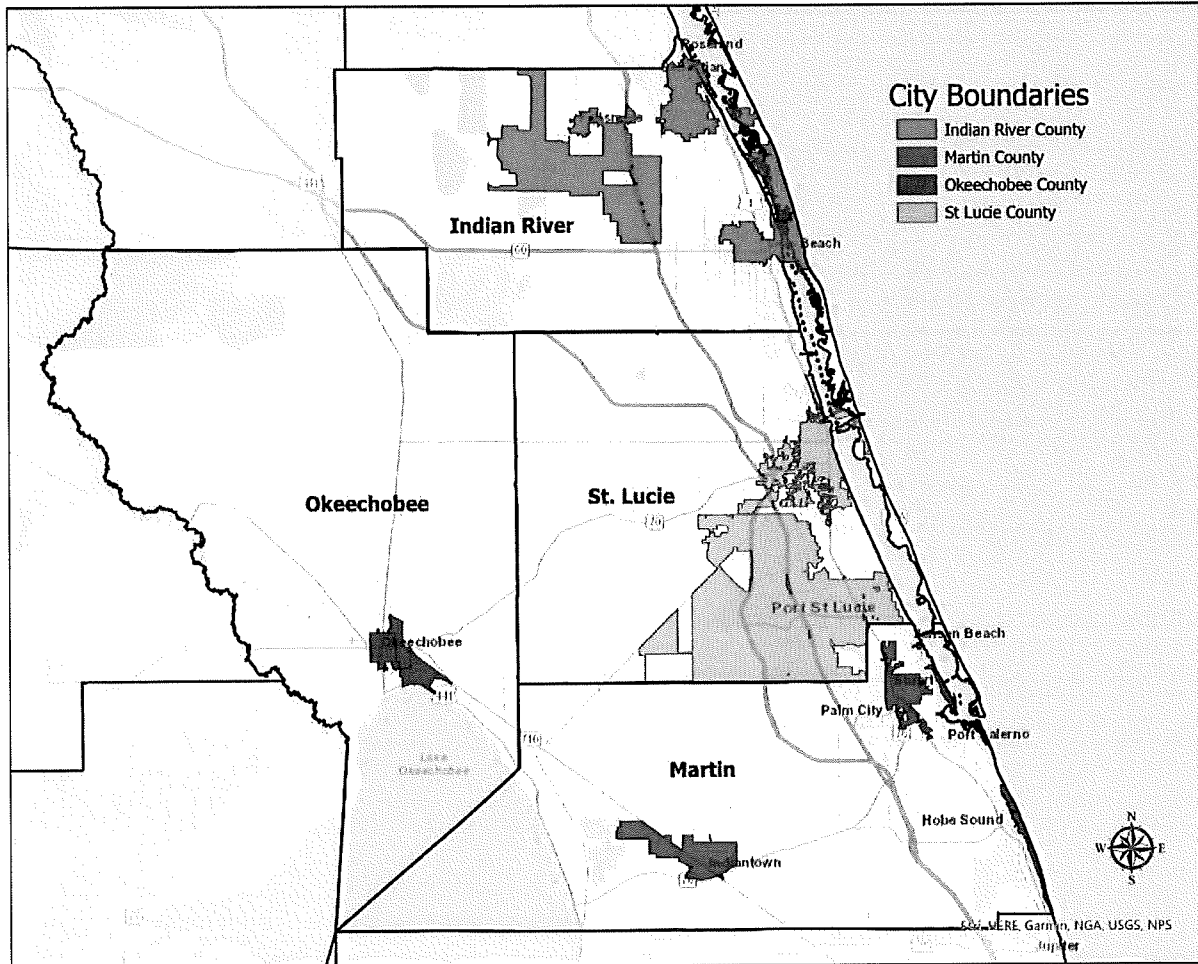
Whenever notice is required to be given by these Bylaws, unless otherwise specified, such notice shall be deemed to be sent when mailed or emailed to the latest known address of the person to be notified. The inclusion of a notice of a meeting of the Treasure Coast Florida Chapter in an official publication, mailed or e-mailed to all members in good standing, shall constitute sufficient notice. Members are responsible for notifying the Treasure Coast Florida Chapter of changes in their contact information.

Adopted this 8<sup>th</sup> day of June  
20 21 at 12:30 pm.

  
Carlene Cidel

  
Alphonso Jefferson, Jr.

## Treasure Coast Florida Chapter – National Forum for Black Public Administrators – Geographic Boundaries



Indian River County	Martin County	Okeechobee County	St. Lucie County
Municipalities/Cities	Municipalities/Cities	Municipalities/Cities	Municipalities/Cities
<ul style="list-style-type: none"> <li>- Fellsmere</li> <li>- Sebastian</li> <li>- Vero Beach</li> <li>- Indian River Shores</li> <li>- Orchid</li> </ul>	<ul style="list-style-type: none"> <li>- Stuart</li> <li>- Indiantown</li> <li>- Jupiter Island</li> <li>- Ocean Breeze</li> <li>- Sewall's Point</li> </ul>	<ul style="list-style-type: none"> <li>- Okeechobee</li> </ul>	<ul style="list-style-type: none"> <li>- Fort Pierce</li> <li>- Port Saint Lucie</li> <li>- St. Lucie Village</li> </ul>

Also, School Board, Colleges, Constitutional Officers, Independent Districts and Non-profits personnel will be included in the chapter outreach efforts.

# TREASURE COAST FLORIDA CHAPTER OF NFBPA STRATEGIC FRAMEWORK

## STRATEGIC GOAL: REESTABLISHMENT OF TREASURE COAST FLORIDA CHAPTER

<b>Objective #1:</b> Develop and disseminate a sound financial plan		
<b>Action Item</b>	<b>Time Frame</b>	<b>Responsible Party</b>
1. Host interest meeting regarding the Treasure Coast Florida Chapter	Completion May 2021	Executive Board
2. Vote on interim executive positions for the Treasure Coast Florida Chapter	June 8, 2021	Executive Board
3. Approve bylaws and geographic region for the Treasure Coast Florida Chapter	June 8, 2021	Executive Board
4. Submit documentation and fee to National NFBPA to reestablish chapter	June 10, 2021	Executive Board
<b>Measurements:</b> <ul style="list-style-type: none"> <li>• Completion of events</li> <li>• Meet budget requirements</li> <li>• Provide annual report to the Executive Board</li> </ul>		

# TREASURE COAST FLORIDA CHAPTER OF NFBPA STRATEGIC FRAMEWORK

## STRATEGIC GOAL: FINANCIAL PLAN

<b>Objective #1:</b> Develop and disseminate a sound financial plan		
<b>Action Item</b>	<b>Time Frame</b>	<b>Responsible Party</b>
1. Achieve and update incorporation status	July 2021	Treasurer/Financial Committee
2. Identify potential funding sources and avenues to increase revenue (fundraising)	September 2021	Executive Board Financial Committee
3. Project annual expenditures to be included in financial plan	September 2021	All Committees
4. Develop a budget to include revenue and expenditure projections	September 2021	Financial Committee/Executive Board
5. Review bylaws and annual budget review	Annually	Financial Committee/Executive Board
<b>Measurements:</b> <ul style="list-style-type: none"> <li>• Completion of events</li> <li>• Meet budget requirements</li> <li>• Provide annual report to the Executive Board</li> </ul>		



# TREASURE COAST FLORIDA CHAPTER OF NFBPA STRATEGIC FRAMEWORK

## STRATEGIC GOAL: CHAPTER DEVELOPMENT

<b>Objective #1:</b> Provide training/professional development for members		
<b>Action Item</b>	<b>Time Frame</b>	<b>Responsible Party</b>
1. Develop schedule for membership meetings/presentations (topics and presentations)	Ongoing	Program Committee
2. Encourage participation in state/national conferences	Ongoing	Executive Board
3. Promote external professional development opportunities	Ongoing	Executive Board
4. Provide an annual report to membership regarding accomplishments of the Chapter	Annually	Executive Board
<b>Measurements:</b>		
<ul style="list-style-type: none"> <li>• Completion of events</li> <li>• Meet budget requirements</li> <li>• Provide annual report to the Executive Board</li> </ul>		
<b>Objective #2:</b> Increase and diversify membership		
<b>Action Item</b>	<b>Time Frame</b>	<b>Responsible Party</b>
1. Annual membership drive	Summer 2021; annually	Membership Committee
2. Identify target organizations for new members and increase membership by 20%	June 2021	Membership Committee
3. Market flexible membership dues plan	Ongoing	Executive Board
4. Review and disseminate marketing materials	July 2021	Membership and Marketing Committee
5. Develop a new member program	September 2021	Membership Committee
6. Partner with universities and colleges on student membership	Ongoing	Membership Committee
7. Identify social venues to encourage networking amongst members	Ongoing	Membership Committee
<b>Measurements:</b>		
<ul style="list-style-type: none"> <li>• Completion of events</li> <li>• Meet budget requirements</li> </ul>		

# TREASURE COAST FLORIDA CHAPTER OF NFBPA STRATEGIC FRAMEWORK

- Provide annual report to the Executive Board

## STRATEGIC GOAL: PARTNERSHIP DEVELOPMENT

<b>Objective #1:</b> Maintain, identify, and encourage partnerships to achieve the mission, vision, and values of Treasure Coast Florida Chapter		
Action Item	Time Frame	Responsible Party
1. Develop a database and communicate with potential partners on regular basis	October 2021	Executive Board
2. Ensure that partnerships are being explored for all activities	Ongoing	Executive Board
3. Promote partnerships with special notices of activities and events for past and future partners	Ongoing	Executive Board
<b>Measurements:</b> <ul style="list-style-type: none"> <li>• Completion of events</li> <li>• Meet budget requirements</li> <li>• Provide annual report to the Executive Board</li> </ul>		

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# TREASURE COAST FLORIDA CHAPTER OF NFBPA STRATEGIC FRAMEWORK

## STRATEGIC GOAL: ANNUAL EVENT

<b>Objective #1:</b> Promote African American Society and Tradition		
Action Item	Time Frame	Responsible Party
1. Black History Banquet	February 2022	Programming Committee
2. Juneteenth Celebration	June 2022	Programming Committee
3. Kwanzaa Celebration	December 2022	Programming Committee
4. Scholarship Golf Tournament	April 2022	Programming/Community Service Committees
5. Martin Luther King Annual Parade and vigil ceremony	January 2022	Community Service Committee
<b>Measurements:</b>		
<ul style="list-style-type: none"> <li>• Completion of events</li> <li>• Meet budget requirements</li> <li>• Provide annual report to Executive Board</li> </ul>		
<b>Objective #2:</b> Provide avenues to address issues that affect the Black community		
Action Item	Time Frame	Responsible Party
1. Establish Community Forums	Quarterly	Community Service Committee
2. Promote and establish volunteer programs	Quarterly	Community Service Committee
3. Utilize media sources to promote community activities	Ongoing	Marketing and Communication Committee
<b>Measurements:</b>		
<ul style="list-style-type: none"> <li>• Completion of events</li> <li>• Meet budget requirements</li> <li>• Provide annual report to Executive Board</li> </ul>		

# TREASURE COAST FLORIDA CHAPTER OF NFBPA STRATEGIC FRAMEWORK

## STRATEGIC GOAL: MARKETING AND COMMUNICATION

<b>Objective #1:</b> Promote the Treasure Coast Florida Chapter and its mission, vision, and values		
Action Item	Time Frame	Responsible Party
1. Establish a PR subcommittee to identify necessary resources	Establish committee by July 2021; identify resources by September 2021	Marketing and Communications Committee
2. Formalize a Marketing Plan for the Treasure Coast Florida Chapter	Completion of plan by September 2021	Marketing and Communications Committee
<b>Measurements:</b>		
<ul style="list-style-type: none"> <li>• Completion of events</li> <li>• Meet budget requirements</li> <li>• Provide annual report to the Executive Board</li> </ul>		
<b>Objective #2:</b> Advertise Treasure Coast Florida Chapter events and activities through local media and other venues		
Action Item	Time Frame	Responsible Party
1. Develop and distribute newsletter to members and interested organizations	Develop guidelines by August 2021, Complete newsletter on a quarterly basis	Marketing and Communications Committee
2. Develop Web Site	Completion of web page August 2021	Marketing and Communications Committee
3. Identify and utilize internal/external sources to disseminate information	As Needed	Marketing and Communications Committee
4. Provide articles on members and activities to the Forum Magazine	Ongoing	Marketing and Communications Committee
<b>Measurements:</b>		
<ul style="list-style-type: none"> <li>• Completion of events</li> <li>• Meet budget requirements</li> <li>• Provide annual report to Executive Board</li> </ul>		

# TREASURE COAST FLORIDA CHAPTER OF NFBPA STRATEGIC FRAMEWORK

## STRATEGIC GOAL: COMMUNITY SERVICE

<b>Objective #1:</b> Develop projects for Treasure Coast Florida to become involved in the community		
Action Item	Time Frame	Responsible Party
1. Establish mentorship/tutoring program for middle and high school aged kids	Completion October 2021	Community Service Committee
2. Coordinate at least two community service projects annually	November 2021 and April 2022	Community Service Committee
3. Establish an annual job shadowing and business card exchange	November 2022	Community Service Committee
4. Host an educational forum(s) with other black organizations to address community issues	Two events annually	Community Service Committee
5. Develop guidelines for a scholarship program that contributes funds to minority middle and high schools, and college students	January 2022	Community Service Committee
<b>Measurements:</b> <ul style="list-style-type: none"> <li>• Completion of events</li> <li>• Meet budget requirements</li> <li>• Provide annual report to the Executive Board</li> </ul>		

**TREASURE COAST FLORIDA CHAPTER  
OF THE  
NATIONAL FORUM FOR BLACK PUBLIC ADMINISTRATORS  
BYLAWS**

**ARTICLE I. NAME AND PURPOSE**

The name of this voluntary organization incorporated under the laws of the State of Florida shall be known as the Treasure Coast Florida Chapter for the National Forum for Black Public Administrators of the National Forum for Black Public Administrators, Inc. Throughout this document the National Forum for Black Public Administrators (*the National Organization*) shall be referred to as NFBPA and (*the Local Chapter*) referred to as Treasure Coast Florida Chapter

The Treasure Coast Florida Chapter of NFBPA is a membership organization formed to provide unique resources to black executives and public managers and thereby enhance their overall contributions to the science and practice of Public Administration.

The Treasure Coast Florida Chapter shall strive to coordinate and link together with other public, non-profit, private, and academic institutions into an effective interdisciplinary communications network. The Treasure Coast Florida Chapter shall exercise local leadership in the development of effective governmental programs and services; promote and expand the roles of blacks in public and private management positions; sponsor local forums for the discussion of timely issues and topical concerns; and develop and maintain a repository of black executive talent for job openings and technical assistance.

**ARTICLE II. MEMBERSHIP**

**Section 1. Categories of Membership.** The Treasure Coast Florida Chapter shall consist of the following categories of membership:

**A. Individual Memberships.** All professionals are eligible to become members of the Treasure Coast Florida Chapter, provided they subscribe to the goals and objectives of the NFBPA and meet all qualifications adopted by the Treasure Coast Florida Chapter Executive Committee.

**B. Associate Memberships.** All public and private professional associations, organizations and institutions are eligible to become members of the Treasure Coast Florida Chapter provided that they subscribe to the goals and objectives of the Treasure Coast Florida Chapter, meet any qualifications adopted by the Executive Committee and wish to help promote interdisciplinary networking and communications. Associate members representing private-for profit corporations shall not have the right to vote or hold office.

**C. Student Memberships.** Students at the undergraduate and graduate levels carrying at least 12 semester units or the equivalent thereof in schools of public administration, business administration, or allied fields are eligible to become members of the Chapter, provided they subscribe to the goals and objectives of the Treasure Coast Florida Chapter.

**TREASURE COAST FLORIDA CHAPTER  
OF THE  
NATIONAL FORUM FOR BLACK PUBLIC ADMINISTRATORS  
BYLAWS**

**D. Retiree Memberships.** Individuals, who have declared themselves retired from active, full-time employment, are eligible to become members of the Treasure Coast Florida Chapter, provided they subscribe to the goals and objectives of the Treasure Coast Florida Chapter and meet all qualifications adopted by the Board of Directors (as hereinafter described).

**Section 2. Eligibility for Membership.** Members must be in financial good standing with the National and Local Chapter; and live or work within the boundaries of Treasure Coast Florida Counties – Indian River County, Martin County, Okeechobee County and St. Lucie County.

**Section 3. Local Chapter Annual Dues.** Upon application, annual dues shall be payable to the National Office and annually, thereafter, on that date. The Treasure Coast Florida Chapter shall submit the appropriate dues collected from any member to the National Office or be subject to suspension from the NFBPA. The NFBPA shall submit the appropriate Chapter membership dues to the Treasure Coast Florida Chapter. The annual dues of the Treasure Coast Florida Chapter may change from time to time as determined by a majority vote of the Executive Committee.

a. Individual Membership	\$25.00
b. Associate Membership	\$200.00
c. Student Membership	\$10.00
d. Retired Membership	\$25.00

**Section 4. Failure to Pay Annual Dues.** If any member of the Treasure Coast Florida Chapter shall fail or refuse to pay annual dues within a period of 30 days after the same are due and payable, the membership of such member shall then stand suspended and may be terminated by the NFBPA Executive Director without regard to the provisions of Section 5 of Article II.

**Section 5. Termination of Membership and Reinstatement** The membership of any member may be terminated by a three-fourths vote of the members of the Treasure Coast Florida Chapter Executive Committee present at any duly called meeting; provided that by a similar vote the Treasure Coast Florida Chapter Executive Committee shall first find that such membership is prejudicial to the best interests of the Treasure Coast Florida Chapter; provided further, that the member in question shall have 30 days to show cause why the membership should not be terminated as provided in this section. Upon such termination, the local and national dues paid for the current year shall be returned on a prorated basis. The membership of any member may also be terminated by the Secretary's receipt of the member's written request for termination of membership, death of the member, or member's failure to pay membership dues in full, within 30 days of the last date on which such dues are payable. The Executive Committee may reinstate a member upon such terms as it feels are reasonable and proper.

## **TREASURE COAST FLORIDA OF NATIONAL FORUM FOR BLACK PUBLIC ADMINISTRATORS**

Description of networking and educational activities undertaken during organizational process

To reestablish the Treasure Coast Florida Chapter of National Forum for Black Public Administrators, the following are the networking and educational activities that were undertaken during the organizational process:

- Networking discussions on reestablishing the chapter occurred between Managers/Administrators in the City of Fort Pierce, Village of Indiantown, Okeechobee County, and St. Lucie County.
- Networking discussions with individuals who would serve as members and officials in the chapter occurred to gauge interest in the chapter and provided educational information.
- A list of sixty-one (61) potential members was developed based on outreach and networking. Information was provided about the National Forum for Black Public Administrators.
- Letters of support were received from appointed and elected officials to support the Treasure Coast Florida Chapter.
- An interest meeting was held with a presentation from the national president and executive director of NFBPA with potential members.
- Follow-up discussions and networking meeting occurred with potential members.
- Virtual Happy Hour occurred with potential members.
- A reestablishment meeting occurred to approved necessary documentation to reestablish the chapter.



## **TREASURE COAST FLORIDA OF NATIONAL FORUM FOR BLACK PUBLIC ADMINISTRATORS**

Description of support received and anticipated by local appointed and elected officials

To reestablish the Treasure Coast Florida Chapter of National Forum for Black Public Administrators, the following is a description of support received and anticipated by local appointed and elected officials:

- Letters of support from St. Lucie County Chair and County Administrator
- Letter of support from the City Manager of the City of Port Saint Lucie
- Letters of support from Village of Indiantown Elected Officials

This a sample of the support that is currently received. We are confident that support will be provided from other stakeholders in the Treasure Coast Florida Chapter's geographic area.



**Board of County Commissioners**

**Chris Dzadovsky**  
DISTRICT 1  
Chair

**Sean Mitchell**  
DISTRICT 2  
Vice-Chair

**Linda Bartz**  
DISTRICT 3

**Frannie Hutchinson**  
DISTRICT 4

**Cathy Townsend**  
DISTRICT 5

**Administration**

**Howard Tipton**  
COUNTY  
ADMINISTRATOR

**Dan McIntyre**  
COUNTY ATTORNEY

April 16, 2021

Marcia L. Conner  
Executive Director  
National Forum for Black Public Administrators  
777 North Capitol Street NE, Suite 550  
Washington, DC 20002

RE: Support of Creation of Treasure Coast Chapter of NFBPA

Ms. Conner,

I am pleased to write this letter in support of the creation of Treasure Coast Chapter of National Forum for Black Public Administrators (NFBPA).

Throughout my career as a public servant, I have seen the value of NFBPA in the development of black public leadership. As one of the nation's premier organizations in leadership development, I believe NFBPA's reputation is unparalleled and its successful initiatives to develop future black leaders to address the challenging times in our country and communities is commendable.

As the Chair of the Board of County Commissioners in a growing community, I have seen the need for diverse thought, leadership, and decisions. I look forward to seeing a flourishing NFBPA chapter in the Treasure Coast area, and I fully support and encourage staff members in St. Lucie County government to join as members of the National Forum for Black Public Administrators.

Sincerely,

Chris Dzadovsky

cc: Alphonso Jefferson, Jr., Deputy County Administrator

**Board of County  
Commissioners**

**Chris Dzadovsky**  
DISTRICT 1  
Chair

**Sean Mitchell**  
DISTRICT 2  
Vice-Chair

**Linda Bartz**  
DISTRICT 3

**Frannie Hutchinson**  
DISTRICT 4

**Cathy Townsend**  
DISTRICT 5

**Administration**

**Howard Tipton**  
COUNTY  
ADMINISTRATOR

**Dan McIntyre**  
COUNTY ATTORNEY

April 16, 2021

Marcia L. Conner  
Executive Director  
National Forum for Black Public Administrators  
777 North Capitol Street NE, Suite 550  
Washington, DC 20002

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As the County Administrator in a growing community, I have seen the need for diverse thought, leadership, and decisions. I look forward to seeing a flourishing NFBPA chapter in the Treasure Coast area, and I fully support and encourage staff members in St. Lucie County government to join as members of the National Forum for Black Public Administrators.

Sincerely,

  
Howard N. Tipton

cc: Alphonso Jefferson, Jr., Deputy County Administrator



# City of Port St. Lucie

"A City for All People"

May 25, 2021

Marcia L. Conner  
Executive Director  
National Forum for Black Public Administrators  
777 North Capitol Street NE, Suite 550  
Washington, DC 20002

## City Council

**Gregory J. Oravec**  
Mayor

**Shannon Martin**  
Vice Mayor  
District 3

**Stephanie Morgan**  
District 1

**David Pickett**  
District 2

**Jolien Caraballo**  
District 4

Re: Support of Creation of Treasure Coast Chapter of NFBPA

Dear Ms. Conner,

I am pleased to write this letter in support of the creation of the Treasure Coast Chapter of the National Forum for Black Public Administrators (NFBPA).

Throughout my career as a public servant, I have seen the value of NFBPA in the development of black public leadership. As one of the nation's premier organizations in leadership development, I believe NFBPA's reputation is unparalleled and its successful initiatives to develop future black leaders to address the challenging times in our country and communities is commendable.

As the Mayor in a growing community, I have seen the need for diverse thought, leadership, and decisions. I look forward to seeing a flourishing NFBPA chapter in the Treasure Coast area, and I fully support and encourage staff members in the City of Port St Lucie to join as members of the National Forum for Black Public Administrators.

Very truly yours,

Gregory J. Oravec  
Mayor

cc: Vice Mayor & City Council  
City Manager  
City Attorney  
Alphonso Jefferson, Jr., St. Lucie Deputy County Administrator



"A City for All Ages"

**RUSS BLACKBURN**  
*City Manager*

# **CITY OF PORT ST. LUCIE**

*Office of the City Manager*

May 24, 2021

Marcia L. Conner  
Executive Director  
National Forum for Black Public Administrators  
777 North Capitol Street NE, Suite 550  
Washington, DC 20002

RE: Support of Creation of Treasure Coast Chapter of NFBPA

Ms. Conner,

I am pleased to write this letter in support of the creation of the Treasure Coast Chapter of the National Forum for Black Public Administrators (NFBPA).

Throughout my career as a public servant, I have seen the value of NFBPA in the development of black public leadership. As one of the nation's premier organizations in leadership development, I believe NFBPA's reputation is unparalleled and its successful initiatives to develop future black leader to address the address the challenging times in our country and communities is commendable.

As the City Manager in a growing community, I have seen the need for diverse thought, leadership, and decisions. I look forward to seeing a flourishing NFBPA chapter in the Treasure Coast area, and I fully support and encourage staff members in the City of Port St Lucie to join as member of the National Forum for Black Public Administrators.

Sincerely,

Russ Blackburn  
City Manager  
City of Port St Lucie

Cc: Alphonso Jefferson, Jr., Deputy County Administrator



# Village of Indiantown

June 1, 2021

National Forum for Black Public Administrators  
Attn: Ms. Marsha L. Conner, Executive Director  
777 North Capitol Street NE, Suite 550  
Washington, DC 20002

**RE: Letter of Support - Formation of a Treasure Coast Chapter of the National Forum of Black Public Administrator's (NFBPA)**

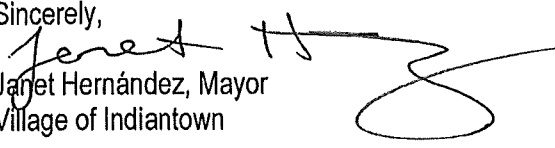
Dear Ms. Conner:

Thank you for the opportunity to provide a letter of recommendation in support of establishing a chapter of the National Forum of Black Public Administrators (NFBPA) in the Treasure Coast area.

The NFBPA is widely respected, and the Treasure Coast would benefit greatly from having a chapter in the area. My colleague, Anthony Dowling, attended an NFBPA conference recently, and spoke highly of the organization and how vital it is for a municipality to hear diverse viewpoints that reflect its entire community. I agree with that statement and wholeheartedly support the creation of a chapter as the Village of Indiantown works to meet the needs of its residents.

Please feel free to contact me should you have any questions or need information. Thank you, Ms. Conner, and I look forward to hearing from you soon.

Sincerely,

  
Janet Hernández, Mayor  
Village of Indiantown



# VILLAGE OF INDIANTOWN

June 1, 2021

National Forum for Black Public Administrators  
Attn: Ms. Marsha L. Conner, Executive Director  
777 North Capitol Street NE, Suite 550  
Washington, DC 20002

**RE: Letter of Support - Formation of a Treasure Coast Chapter of the National Forum of Black Public Administrator's (NFBPA)**

Dear Executive Director Conner:

I appreciate the opportunity to provide a letter of recommendation in support of establishing a chapter of the National Forum of Black Public Administrator's (NFBPA) in the Treasure Coast area.

A couple of years ago, I had the pleasure to attend one of your national conferences as an elected official and appreciated the diversity and experience in the room. I also was able to network with other public administrators in city, county, and state government and gain a better understanding of why this organization has value well beyond.

I express my enthusiastic support for this organization, its mission, and its positive value not only in the Village of Indiantown, but also this region.

Sincerely,

Anthony D. Dowling  
Councilman  
Village of Indiantown, FL