



Northwest Council of Elected Officials Public Meeting Notice

Date: Monday, February 11, 2019

Time: 12 noon – Lunch will be served promptly; public meeting to be held concurrently

Host City: The City of Parkland

Location: Aston Gardens at Parkland Commons
5999 North University Drive
Parkland, Florida 33067

Chair: Mayor Christine Hunschofsky

AGENDA

1. Call to Order

2. Approval of Minutes

- a. Minutes of the January 8, 2019, meeting hosted by the City of Margate

3. Old Business

4. New Business

- a. FPL's Economic Development and Environmentally Friendly Programs for Cities

5. Schedule of Next Meeting – City of North Lauderdale

6. Adjournment

Please RSVP by Wednesday, February 8, 2019, to the cityclerk@cityofparkland.org with the number of representatives from your municipality who plan to attend, and advise of any potential agenda items for the meeting.

PLEASE BE ADVISED THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE NORTHWEST COUNCIL OF ELECTED OFFICIALS WITH RESPECT TO ANY MATTERS CONSIDERED AT SUCH HEARING OR MEETING HE WILL NEED A RECORD OF THE PROCEEDINGS AND FOR SUCH PURPOSE HE WILL NEED TO ENSURE THAT A VERBATIM RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. (FLORIDA STATUTE 286.0105)

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITY ACT AND FLORIDA STATUTE 286.26, PERSONS WITH DISABILITIES NEEDING SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE CITY CLERK NO LATER THAN 48 HOURS PRIOR TO THE MEETING AT (954) 757-4132 FOR ASSISTANCE.

It is not required for members of the public to purchase lunch in order to attend this meeting.

**MINUTES OF THE
NORTHWEST COUNCIL OF ELECTED OFFICIALS MEETING**

Tuesday, January 8, 2019
12:00 Noon – 1:00 PM

Calypso Cove Aquatics Facility
6200 Royal Palm Blvd.
Margate, FL 33063

CALL TO ORDER

Mayor Anthony N. Caggiano, City of Margate, called the meeting to order at 12:12 p.m. and welcomed those in attendance. He asked for a moment of silence for the passing of Edith Lederberg, Executive Director of the Aging and Disability Resource of Broward County, followed by the Pledge of Allegiance. Self-introductions were made around the room.

MEMBERS PRESENT:

Vice Mayor Sandra L. Welch	Coconut Creek
Commissioner Becky Tooley	Coconut Creek
Vice Mayor Joy Carter	Coral Springs
Mayor Hazelle P. Rogers	Lauderdale Lakes
Vice Mayor Sandra Davey	Lauderdale Lakes
Commissioner Marilyn Davis	Lauderdale Lakes
Mayor Kenneth Thurston	Lauderhill
Mayor Anthony N. Caggiano	Margate
Vice Mayor Tommy Ruzzano	Margate
Commissioner Arlene R. Schwartz	Margate
Commissioner Antonio V. Arserio	Margate
Mayor Christine Hunschofsky	Parkland
Vice Mayor Ken Cutler	Parkland
Commissioner Richard Walker	Parkland
Commissioner Bob Mayersohn	Parkland
Commissioner Julie Fishman	Tamarac

ALSO PRESENT:

Cale Curtis, Assistant City Manager	Margate
Joseph J. Kavanagh, City Clerk	Margate
Mike Jones, Parks and Recreation Director	Margate
Jim Wilbur, Information Technology Director	Margate
Jennifer M. Johnson, Assistant City Clerk	Margate

1. APPROVAL OF MINUTES

Approval of the meeting minutes for the December 10, 2018 meeting hosted by the City of Coral Springs.

Vice Mayor Joy Carter, City of Coral Springs, moved to approve the minutes. The motion was seconded by Commissioner Richard Walker, City of Parkland. There was a unanimous voice vote of approval.

2. OLD BUSINESS

Commissioner Becky Tooley, City of Coconut Creek, mentioned the Student Education Initiative on the opioids epidemic. The Broward League of Cities does not meet until Thursday and she stated it is the School Board's job not the Broward League of Cities to educate the students.

3. NEW BUSINESS

Jim Wilbur, Information Technology Director, City of Margate, gave a presentation on Cyber Awareness and Security. Various topics were discussed including data breaches, ransomware, spyware/malware, credit card fraud and public Wi-Fi.

Mayor Anthony N. Caggiano, City of Margate, stated he uses a separate card for internet purchases.

Commissioner Becky Tooley, City of Coconut Creek, added that you should change your credit cards/debit cards every six (6) months.

Jim Wilbur, Information Technology Director, City of Margate, stated that you should be proactive and have security in place such as dual authenticated firewalls and a good operating system with support by Microsoft. He said to be cautious of emails, if you are not sure do not click on an email, send it to your IT department to review. He discussed different types of antivirus protection and the website cisecurity.org.

Discussion ensued on internet security, backing up every night and having storage offsite.

Commissioner Becky Tooley, City of Coconut Creek, spoke about fraud investigations and the thresholds for credit card fraud over the years.

Jim Wilbur, Information Technology Director, City of Margate, discussed Windows XP and the vulnerabilities when the security patches were removed.

Mayor Hazelle P. Rogers, City of Lauderdale Lakes, announced the Statewide Domino Tournament on February 2nd which will be held in Tamarac. She

encouraged those that love the game to attend the event and to see her for more information.

Vice Mayor Ken Cutler, City of Parkland, mentioned the newly adopted Charter Amendment with Broward County relating to the posting of notices. New postings by Broward County Charter requires meetings like the Northwest Council to have posting requirements, Broward County or the Broward League can post such notices but each City must make sure that the Agenda gets posted.

City Clerk, Joseph J. Kavanagh, City of Margate, stated this topic has come up with the Broward Clerks Association. He said he is waiting to speak with the City Attorney to determine his requirements, the Agenda for this meeting was posted on the City's website and his recommendation is having Cities post their notices on their own website.

Discussion ensued about having each City check with their City Attorney for guidance, posting meetings on each Cities individual website and adding the minutes and any backup to the Agenda.

Vice Mayor Ken Cutler, City of Parkland, mentioned having the County or Broward League post the notices, making an amendment to the Northwest Council bylaws or establishing a Northwest Council website and appointing an administrator and records custodian.

Mayor Christine Hunschofsky, City of Parkland, stated each City should notice the meeting and post on the City's individual website for transparency.

Vice Mayor Ken Cutler, City of Parkland, said we are putting it upon the City Clerk's to capture the information from the meetings and get it out before the next meeting.

Mayor Hazelle P. Rogers, City of Lauderdale Lakes, talked about the upcoming meetings about the Census and stated it is important to support the Census.

Commissioner Julie Fishman, City of Tamarac, stated the kickoff meeting for the Census is Wednesday, January 30, 2019.

4. SCHEDULE OF NEXT MEETING

Mayor Anthony N. Caggiano, City of Margate, announced that the February 2019 Northwest Council of Elected Officials meeting would be hosted by the City of Parkland on Monday, February 11, 2019.

ADJOURNMENT

There being no further business, the meeting was adjourned at 1:21 p.m.

Jennifer M. Johnson, MMC
Assistant City Clerk