



**CODE ENFORCEMENT OFFICERS ASSOCIATION OF PALM BEACH COUNTY
BOARD MEETING AGENDA
MAY 12, 2025
10:00 AM
LIGHTHOUSE DINER
1510 US-1, JUPITER, FL 33469**

CALL MEETING TO ORDER, ROLL CALL, ESTABLISH A QUORUM, RULES OF MEETING

APPROVAL OF MEETING MINUTES FROM APRIL 10, 2025 – MICHELLE MALKIN-DANIELS

TREASURER REPORT- JOE OLIVA

OLD BUSINESS

1. 36TH ANNUAL F.A.C.E. CONFERENCE
 - a) ITEM TO BE RAFFLED AT CONFERENCE TABLE (\$5 TICKET, FIVE TICKETS FOR \$20) *MUST HAVE SOMEONE PRESENT TO COLLECT PRIZE*
 - b) 50/50 TICKET PRICING (\$1 EACH \$3 FOR FIVE TICKETS \$5 FOR EIGHT TICKETS) *MUST HAVE SOMEONE PRESENT TO COLLECT PRIZE*
 - c) REVIEW OF CASH BOX RESPONSIBILITIES FOR BOTH CASH BOXES
 - d) TIME FRAMES NEEDED TO COVER THE TABLE MINIMUM OF 4 (TWO AT EACH TABLE):

JUNE 10TH SET UP 8:30 AM TO 12:30 PM _____

JUNE 10TH 2:30 PM TO 3:15 PM NETWORKING HOUR _____

JUNE 10TH 5:00 PM TO 5:30 PM _____

JUNE 11TH 7:00 AM TO 8:30 AM _____

JUNE 11TH 10:00 AM TO 10:30 AM _____

JUNE 11th 12:00 PM TO 1:30 PM (LUNCH) _____

JUNE 11TH 3:00 PM TO 3:15 PM _____

JUNE 11TH 4:45 PM TO 5:15 PM _____

JUNE 12TH 7:00 AM TO 8:00 AM _____

JUNE 12TH 10:00 AM TO 10:30 AM _____

JUNE 12TH 12:00 PM TO 1:30 PM (LUNCH ON OWN) _____

JUNE 12TH 3:00 PM CLOSE UP TABLE _____

JUNE 12TH DINNER BUFFET PRIZE ANNOUNCEMENT _____

2. VESTS/CHAPTER SHIRTS

3. BYLAW REVIEW COMMITTEE UPDATE – DWAYNE JOHNSON

NEW BUSINESS

4. FUTURE TRAINING SPEAKERS AND LOCATIONS – SONJA BINNS

5. ITEMS TO BE CONSIDERED AT NEXT MEETING

6. SET NEXT MEETING DATE

ADJOURNMENT


[Sign in](#)
[Print](#)

Agenda

| <u>When</u> | <u>Activity</u> |
|-----------------------|---|
| 6/9/2025 12:00 PM | <p>Registration Desk Open</p> <p>The registration desk will be open on Monday. If you plan to arrive early, stop by and skip the line on Tuesday!</p> |
| 6/10/2025 9:00 AM | <p>Registration Desk Open</p> |
| 6/10/2025 10:30 AM | <p>First-Time Attendees Welcome Session [CEH: 1.0]</p> <p>**SPACE IS LIMITED - FIRST TIME ATTENDEES ONLY PLEASE** Attendees will learn the ins and outs of the conference, including sign-in sheets, CEHs, and special events in the program. Attendees will also be introduced to the F.A.C.E. Board of Directors and Chapter Representatives. [1 CEH]</p> |
| 6/10/2025 12:30 PM | <p>General Session #1: Welcome + 1st Amendment Auditors [CEH: 2.0]</p> <p>The workshop will give an overview of the law applying to the typical activities of citizens generally referred to as "First Amendment Auditors." It will include an exploration of the more common activities that create practical problems for code enforcement officials and discussion on the limitations on what can and cannot lawfully be done. The session will also review some practical tips for</p> |

| <u>When</u> | <u>Activity</u> |
|----------------------|--|
| | dealing with folks who attempt to interfere with code enforcement officials while trying to do their jobs. [2 CEH] |
| 6/10/2025 2:30 PM | Exhibit Hall Open |
| 6/10/2025 2:30 PM | Member Networking Hour |
| | Workshop 1-1: Protecting Public Safety [CEH: 2.0] |
| 6/10/2025 3:15 PM | Sunshine 811 is Florida's one-call notification center that helps prevent damage to underground utilities by coordinating the marking of utility lines before excavation. Homeowners, contractors, and utility companies can contact Sunshine 811 to ensure safety by identifying underground infrastructure, preventing costly damage, accidents, and environmental hazards. The service is crucial for reduction in legal liabilities, saving time and resources, and promoting public safety. [2 CEH] |
| 6/10/2025 3:15 PM | Workshop 1-2: Business Tax [CEH: 2.0] |
| | This workshop will provide an overview of business tax enforcement. [2 CEH] |
| | Workshop 1-3: Animal Awareness [CEH: 2.0] |
| 6/10/2025 3:15 PM | This presentation will focus on animal body language and behavior for the safety of code enforcement officers, how to notice the signs of animal fighting, and veterinary forensics examples. [2 CEH] |
| 6/10/2025 5:00 PM | Conference Committee Hospitality Table |
| 6/11/2025 7:00 AM | Registration Desk Open |
| 6/11/2025 7:00 AM | Breakfast |
| 6/11/2025 8:00 AM | Exhibit Hall Open |

| <u>When</u> | <u>Activity</u> |
|-----------------------|--|
| 6/11/2025 8:30 AM | General Session #2: Annual Business Meeting & Awards [CEH: 1.5] Join us for the official conference kick-off, including the presentation of colors, national anthem, pledge of allegiance, annual business meeting, and presentation of the 2025 Huskey Award. [1.5 CEH] |
| 6/11/2025 10:00 AM | Refreshment Break |
| 6/11/2025 10:30 AM | General Session #3: 2025 Legislative Review [CEH: 1.5] This session will cover the results of the 2025 legislative session as it relates to the profession, F.A.C.E.'s advocacy efforts, and future efforts. [1.5 CEH] |
| 6/11/2025 12:00 PM | F.A.C.E. Luncheon |
| 6/11/2025 1:30 PM | General Session #4: Streamlining Damage Assessments [CEH: 1.5] Join us for an in-depth introduction to Crisis Track, the innovative damage assessment software being adopted by the Volusia County Property Appraiser's Office. This workshop will cover how Crisis Track enhances efficiency in conducting preliminary damage assessments and streamlines reporting for municipalities. Learn about our implementation process, ongoing training with the vendor, and how this tool empowers code enforcement officers to better respond during disaster events. Whether you're looking to improve your damage reporting systems or gain insights into the latest assessment technologies, this session is designed to provide valuable takeaways for professionals in the field. [1.5 CEH] |
| 6/11/2025 3:00 PM | Refreshment Break |
| 6/11/2025 3:15 PM | General Session #5: Narcotics Identification [CEH: 1.5] This workshop will give an understanding of the different types of narcotics that a code officer could encounter while conducting inspections in the field. [1.5 CEH] |

| <u>When</u> | <u>Activity</u> |
|-----------------------|--|
| 6/12/2025 7:00 AM | Breakfast |
| 6/12/2025 7:00 AM | Registration Desk Open |
| 6/12/2025 8:00 AM | Exhibit Hall Open |
| 6/12/2025 8:00 AM | Workshop 2-1: The Impact of Implicit Bias [CEH: 2.0] This presentation will explore the roots of implicit bias in human cognition and identify strategies to reduce the activation of bias in the code enforcement function. [2 CEH] |
| 6/12/2025 8:00 AM | Workshop 2-2: Situational Awareness [CEH: 2.0] This session will present practical strategies to enhance observational skills, assess threats, and maintain control in the field. Participants will gain insight into recognizing pre-incident indicators and applying effective de-escalation techniques to mitigate risks. [2 CEH] |
| 6/12/2025 8:00 AM | Workshop 2-3: Interpersonal Communication [CEH: 2.0] This presentation will discuss best practices in developing and maintaining interpersonal relationships in personal, professional, and social dimensions. [2 CEH] |
| 6/12/2025 8:00 AM | Workshop 2-4: CPR/AED Training [CEH: 4.0] **This course is a four-hour session. There is an additional \$60 fee to attend this class.** At the completion of the class, students will properly demonstrate identifying an adult or child that is not breathing or is pulseless and begin rescue breathing or CPR. Students will also be instructed on the proper use of an Automatic External Defibrillator. At the conclusion of the course the student will be issued a Basic Life Support card from the American Heart Association. [4 CEH] |
| 6/12/2025 10:00 AM | Refreshment Break |

WhenActivity**Workshop 3-1: Commercial Trespassing [CEH: 1.5]**

6/12/2025
10:30 AM

This session will offer the perspective of the State Attorney's Office on commercial trespass, the rights of victims in these matters, the criminal prosecution process, and some examples of real-life cases. [1.5 CEH]

Workshop 3-2: Probate [CEH: 1.5]

6/12/2025
10:30 AM

This workshop will provide an overview of Florida probate and its effects on code enforcement. A question-and-answer session will be included. [1.5 CEH]

Workshop 3-3: Communication & Leadership Development [CEH: 1.5]

6/12/2025
10:30 AM

This session will include best practices in strategic communication and leadership development in organizational contexts. [1.5 CEH]

6/12/2025
12:00 PM

Lunch on Your Own**Workshop 4-1: Legendary Leadership [CEH: 2.0]**

6/12/2025
1:30 PM

This session will teach the qualities of great leaders to anyone interested in excelling at leadership both at home and work. [2 CEH]

Workshop 4-2: Elements, Evidence, & Expectations [CEH: 2.0]

6/12/2025
1:30 PM

This session will include a discussion of how to determine what evidence and testimony should be developed and presented in a code enforcement case. [2 CEH]

Workshop 4-3: Improving Regional Water Supply in Florida [CEH: 2.0]

6/12/2025
1:30 PM

This session will describe the three most common water conservation related codes and their relevance and quantified savings when enforced. These are the front-line strategies for a local government to stabilize its water supply. [2 CEH]

6/12/2025
3:30 PM

F.A.C.E. Elections

6/12/2025
6:00 PM

Dinner Buffet

WhenActivity

6/13/2025

7:00 AM

Registration Desk Open

6/13/2025

7:00 AM

Breakfast**General Session #6: Business Meeting + How Do You Get to Yes [CEH: 2.0]**

Delve into the power of having the Publix, Ritz-Carlton and Chick-fil-A mindset.

6/13/2025

8:00 AM

Attendees will explore what makes these organizations' customer service and products exceptional examples of how we should serve the public in our chosen profession. The workshop will also discuss what we are doing within our organization to not be the barriers for being the community of choice. [2 CEH]

ABOUT[Agenda](#)[Conference Fees](#)[Speakers](#)[Venue](#)**Florida Association of Code Enforcement**

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