

RESOLUTION NO. 2015086

RE: APPOINTMENT OF SABRINA MARZOUKA AS ACTING
COMMISSIONER OF COMMUNITY & FAMILY SERVICES

Legislators HORTON, FLESLAND, BOLNER, SAGLIANO, PULVER,
WEISS, JETER-JACKSON, MACAVERY, FARLEY, and JOHNSON offer the following and
move its adoption:

WHEREAS, pursuant to Section 3.04 of the Dutchess County Charter, the County
Executive appointed Sabrina Marzouka as the Acting Commissioner of Community & Family
Services effective as of March 28, 2015, and

WHEREAS, the County Executive has requested that the appointment be for a one
year period or for the period of March 28, 2015, through March 27, 2016, and

WHEREAS, pursuant to Section 3.04 of the Charter, this Legislature has the
authority to confirm Ms. Marzouka's appointment, now, therefore, be it

RESOLVED, that the appointment of Sabrina Marzouka as Acting Commissioner
of Community & Family Services through March 27, 2016, is hereby confirmed by this Legislature.

CA-056-15
kvh/G-0153
3/10/2015

STATE OF NEW YORK

ss:

COUNTY OF DUTCHESS

This is to certify that I, the undersigned Clerk of the Legislature of the County of Dutchess have compared the foregoing resolution with
the original resolution now on file in the office of said clerk, and which was adopted by said Legislature on the 13th day of April 2015, and that the
same is a true and correct transcript of said original resolution and of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Legislature this 13th day of April 2015.

CAROLYN MORRIS, CLERK OF THE LEGISLATURE

SABRINA F. JAAR MARZOUKA
CURRICULUM VITAE
December 2014

SABRINA F. JAAR MARZOUKA

EDUCATION

M.P.H. The Johns Hopkins University,
May 1990 School of Hygiene and Public Health,
Baltimore, Md.
Departments of Health Policy & Management and International Health.

J.D.
July 1989 Faculte de Droit et des Sciences Economiques,
Port-au-Prince, Haiti.
Section Juridique.
Honor: Laureate (Magna Cum Laude)

B.A.
May 1985 Magna Cum Laude.
Trinity College,
Washington, D.C.
Major : Political Science
Minor : International Studies
Honors: T.C. Pin
Dean's list
Departmental Honors
Phi Beta Kappa
Who's Who Among American Colleges & Universities.

Certificate of Arabic Language. The Middle East Institute
May 1985 Washington, D.C.

BAC.II Institution Sainte Rose de Lima,
June 1982 Port-au-Prince, Haiti.

Certificate of Applied Laboratory
June 1982 Institution Saint Louis de Gonzague,
Port-au-Prince, Haiti.
Chemistry.

Diploma
Aug 1980 Instituto Lope de Vega,
Port-au-Prince, Haiti.
Spanish Language and Literature.

LANGUAGES

Basic Knowledge of Latin.
Working knowledge: Italian and Arabic.
Fluent: French, English, Spanish, Creole.

Computer literate: Windows, Word Perfect, Lotus, Power Point, Microsoft Words, Microsoft Excel & Access.

PROFESSIONAL EXPERIENCE

THE MIDDLE EAST INSTITUTE, Washington D.C. Spring 1985.

Internship.

Duties included translating, researching and filing the literature on Middle Eastern issues for the bibliographical section of the MIDDLE EAST JOURNAL.

Developed a sense of publishing, editing and translating while assisting the editor.

O.A.S., Interamerican Commission of Women (CIM), Washington D.C. Fall 1984. Internship.

Responsibilities included filing and revising the decade evaluation of the delegates of the member countries.

Developed knowledge of project planning and organizing in the O.A.S. Assisted the CIM General Assembly.

TRINITY COLLEGE, Washington D.C. Academic year 1984-85.

Peer Counselor for the Minority and Commuter students.

Duties included leading an orientation group for freshmen and transfer students, advising the International, Commuter, and Minority Clubs on their activities as well as counseling their members.

HAITI SANTE, Port-au-Prince, Haiti. 1986-1988.

Chief Editor.

Responsible for renovating, editing and publishing this health magazine. In doing so, developed a good understanding of public health preventive and curative programs while improving my knowledge of the publishing business.

CENTERS FOR DEVELOPMENT AND HEALTH, (CDS), Port-au-Prince, Haiti.

June 1985 to December 1986.

Office Manager.

Responsible for the management of the Child Survival Project funded by the United States Agency for International Development (USAID). Controlled and reviewed financial and technical reports from CDS' subgrantees. Prepared the financial reports to USAID and ensured the administrative link between USAID and the Mobilizing Mothers for Child Survival grantees.

CENTERS FOR DEVELOPMENT AND HEALTH, (CDS), Port-au-Prince, Haiti.

December 1986 to May 1987.

CDS Office Manager, CMSCS Program Planning/Fund Raiser.

Continued previous responsibilities with USAID grants. Managed in the same fashion the other CDS grants. Duties also included the promotion of the Center among its members and fund-raising activities at the national and international levels for the Medical Social Complex Of Cite Soleil (CMSCS), associated branch of CDS.

CENTERS FOR DEVELOPMENT AND HEALTH, (CDS), Port-au-Prince, Haiti.

May 1987 to September 1991.

Assistant Director.

Responsible for the supervision of CDS personnel and the implementation of all projects approved by the Board of Directors. Supervised on the field the implementation of activities. Assisted Executive Director in the design, planning, writing and presentation of project proposals to funding agencies.

CENTERS FOR DEVELOPMENT AND HEALTH, (CDS), Silver Spring, MD.

September 1991 to February 1996.

CDS Chargee de Mission.

As CDS envoy responsible for registering CDS as an official tax deductible group in the United States, ensuring the proper filing of IRS forms to maintain its 501(c)3 status. Served as CDS fund-raiser, writing proposals, searching for possible donors and acting as liaison with all US grantors.

CATHARINE STREET COMMUNITY CENTER, (CSCC), Poughkeepsie, N.Y.

March 1992 to September 1996.

Executive Director.

Carried responsibilities for the effective management of the daily activities of the Catharine Street Community Center as well as the supervision of all programs. Responsible for the promotion and growth of this community based organization through professional/administrative leadership as well as the development of innovative programs responding to the needs of the community.

DUTCHESS COUNTY DEPARTMENT OF HEALTH, Poughkeepsie, N.Y.

April 1997 to April 2005

Director of Health Planning and Education.

Responsible for the development, planning, implementation, direction and evaluation of short and long term programs and priorities for the Dutchess County Public Health Department. Duties include working with the media, preparing press releases; developing and directing educational programs; implementing on going community health assessment; putting together the Annual Municipal Service Plan and the Annual performance report of the Health Department. Additionally, the work involves collaboration and coordination with outside community organizations including private, governmental and not for profit groups.

DUTCHESS COUNTY DEPARTMENT OF HEALTH, Poughkeepsie, N.Y.

May 2005 to May 2009

Director of Public Health Information

Provides support to the Commissioner of Health by planning, organizing and advising on the Department's programs, policies and public relations. Plans, directs and evaluates mass media and/or community outreach health education and promotion campaigns. Responsibilities include the dissemination of the Department of Health Information, oversight of the Health Planning and Education Division and the coordination and facilitation of assigned countywide and regional projects. Additionally, serves as the Project Director for the federal Ryan White title I grant.

DUTCHESS COUNTY DEPARTMENT OF HEALTH, Poughkeepsie, N.Y.

May 2009 to December 2013

Assistant Commissioner for Administration

Provides support to the Commissioner of Health by planning, organizing and managing the day-to-day activities of the Department as it relates to its administrative functions; responsible to the Commissioner for the overall management of operations and the development of administrative policies in compliance with Federal, State and County regulations. Oversee all aspects of the fiscal and administrative operations including contract management, human resources, facilities and compliance plans. Exercises direct supervision over the Division of Public Health Information, Planning & Education, the Division of Administration and Finance, and the Division of Early Intervention & PreSchool Special Education. Prepares statistical and narrative reports.

DUTCHESS COUNTY DEPARTMENT OF HEALTH, Poughkeepsie, N.Y.

January 2014 to present

Assistant Commissioner

Responsible to the Commissioner for the overall management of department's operations and the formulation of policies designed in compliance with Federal, State and County regulations. Acts for the Commissioner and represents the Commissioner in an official capacity in areas not requiring professional medical judgment. Oversees all aspects of the administration, fiscal and the human resources management of the department. Serves as the Hearing Officer during administrative hearings for the Department's various enforcement activities. Serves as the FOIL Officer and the HIPAA Officer responsible for responding to requests to release information. Leads the Department's strategic planning efforts. Develops Community Health Assessment, Municipal Services Plan, Annual Performance Report for the Department as required by NYSDOH for the basis of reimbursement. Exercises direct supervision over the Divisions of Public Health Information, Planning & Education, the Division of Administration and Finance, the Division of Early Intervention & PreSchool Special Education; the Division of Weights & Measures and the Division of Veteran Services.

FREELANCE WORK

VASSAR COLLEGE, Poughkeepsie, N.Y.

Fall Semester 1997 to 2007

Adjunct Professor, Urban Studies

Lead Teacher, responsible for the coordination, planning, development of curriculum, implementation of interdisciplinary course taught with team of professors from area colleges under the Poughkeepsie Institute umbrella. Courses address social issues facing the City of Poughkeepsie with emphasis in direct community research, a class written report and video including public policy recommendations. Report and video are issued to City Mayor in Common Council.

FONDS DE PARAINAGE NATIONAL, (FPN), Port au Prince, Haiti.

October 5-16, 1992.

Consultant.

Helped organize this institution, designing its By Laws and writing up its administrative and program manuals. The FPN purpose is to address the problem of illiteracy and provide financial support to poor families of Haiti who cannot afford school expenses for primary education of their children.

POUGHKEEPSIE HOUSING AUTHORITY, 4 Charles Street, Poughkeepsie, N.Y.

January to June 1997.

Program Manager Consultant.

Provides technical assistance to staff for proper implementation of program according to contracts. Prepares reports and statistical information for HUD and other donors. Writes grants and proposals as needed.

BERLITZ TRANSLATION SERVICES, Berlitz International, 1730 Rhode Island Ave, N.W. Suite 803, Washington D.C. 20036.

June 1994 to 2003.

Interpreter.

Provided Creole interpretation for the US Immigration Court.

Grant Writing on occasion for various entities.

PUBLICATIONS

"Nos Cliches du Monde Arabe." LE MATIN, February 29, 1984. Haiti.

Articles in HAITI SANTE. June 1986 and November 1986 issues.

EMOTIONS, collection of poems sold in a fund raising effort for MSCS/CDS. March 1987.

REALITE, collection of poems. December 1991.

"Stable HIV-I Seroprevalence rates in pregnant women residing in an Haitian Urban Slum." Boulos et al. Abstract presented at the 7th International Conference on AIDS, Florence, Italy, June 1991.

"Towards Financial Sustainability of Health Services For the Poor in Haiti: The CDS Experience." Co author with James C. Setzer and Reginald Boulos presented at the American Public Health Association 120th Annual meeting in Washington D.C. on Nov. 1992.

Millenium Issue, Well Being Section, "History of Health in Dutchess County," The Poughkeepsie Journal, July 11, 1999.

"Smoke Free School Regulation: A Local Health Department Approach." Marzouka et al, abstract presented at the 19th National Conference on Health Education and Health promotion in Atlanta Georgia on April 2001.

"Communities Working Together to Reduce The Burden of Asthma." co-author with Theresa Flaherty. Abstract presented at the 19th National Conference on Health Education and Health promotion in Atlanta Georgia on April 2001.

"Enhancing the Practice of Community Health Assessment through a Partnership with Academia and Local Governments." Co-author with Edward Waltz, Carol-Ann Watson, and John Zanetich. Abstract American Public Health Association Annual 2003 Meeting & Exposition.

"Working toward bioterrorism preparedness through a partnership with academia and local governments" Edward Waltz et al. Abstract. 2004 American Public Health Association Annual Meeting & Exposition.

"Youth Tobacco Use Prevention: Dutchess County, New York" co-author with Rana Ali and Elizabeth Teed. Poster presentation American Public Health Association Annual Meeting & Exposition 2004.

"Risk Communications: Lessons Learned in a Mass Prophylaxis Point of Distribution Drill," Marzouka. Poster presentation during the CDC Public Health Preparedness Conference in February 2005.

"Mass Prophylaxis point of Distribution Drill Model for Local Health Departments," co-author with Erum Khan Hadi. Poster presentation during the CDC Public Health Preparedness Conference in February 2005.

"An Alternative to Identifying and Engaging the Underserved, Out of Care, HIV High-Risk Population," co-authored with Erum Khan Hadi, et al. Abstract presented at the 2005 Annual Chronic Disease Prevention and Control Conference. Also published as in CDC Prevention Chronic Disease, Public Health Research, Practice and Policy, Volume 2: No. 2, April 2005.

"West Nile Virus Animal Surveillance Activities in Dutchess County," co-authored with Lin-Li Chang and Erum Khan Hadi. American Public Health Association Annual Meeting & Exposition December 2005.

"Childhood obesity in Dutchess County" co-authored with Rana Ali and Jennifer E. Lutomski. Abstract selected for Poster presentation during the 2006 Annual American Public Health Association Meeting.

"Community Health Assessment Strategies that Influence Public Policy and Systems Changes," co-authored with Priti Irani et al. Abstract for the American Public Health Association Annual Meeting, November 2007.

A Case Study: Is Privatization the Right Change for Senior Housing Facilities? Co-author with Rana Ail. Abstract at State Society on Aging of New York annual conference. October 2010.

Accreditation Prerequisites: How to conduct processes that yield a CHA, CHIP, and Strategic Plan Webinar: November 15, 2012. <http://www.naccho.org/topics/infrastructure/accreditation/upload/11-15.pdf>

ACTIVITIES

Volunteer in Sunday school at the Patronage of Sainte Rose de Lima, leading young girls to their first communion. (1978-1982)

Participated in various College Campus Ministry Programs while at Trinity. Responsible for slide presentations of Haiti to collect funds for the poor. (1982-1985)

Ecole Saint Vincent de Paul, CMSCS, Cite Soleil, Haiti. 1985-87. Teaching English on a voluntary basis to high school juniors.

Board member, Dutchess County Association for Senior Citizens, a non-profit organization providing social and educational programs for persons over the age of sixty. (1993 to 1995)

Board member, Family Services Inc., a non-profit organization with the mission to help individuals and families cope with social, economic and health issues. (1996 to 2002)

Board member, Child Abuse Prevention Center, a non-profit organization providing prevention and intervention activities targeting the problem of child abuse and maltreatment. (1992 to 1995; 1997 to 2005)

Board member, Association for Hispanics to Obtain Resources and Assistance (AHORA), a grass root not for profit organization with the mission to address the needs of Hispanics in Dutchess County. (2001 to 2005)

Board member, Poughkeepsie Institute, collaboration on urban and cultural issues among the various colleges and the City of Poughkeepsie. (1995 to 2012)

Board member, Community Advisory Board of the SUNY Albany Prevention Research Center of the SUNY Albany School of Public Health. The mission of the Community Advisory Board (CAB) is to represent and promote the perspectives of the community in the planning, implementation, evaluation and dissemination of the activities of the University at Albany Prevention Research Center (PRC). (2003 to 2012)

Board member, Dutchess County Office for the Aging Advisory Committee, an advisory council who provide information, guidance, advice and support to the Dutchess County Office for Aging to develop and administer services to older persons, to help advance new policies, review program and service effectiveness, assist with public hearings and serve as intermediary between senior community and the County. (2004 to present)

Member of the National Public Health Information Coalition (NPHIC) Credentialing Committee charged with developing and implementing a program for accreditation/certification of public health communicators.

AWARDS

1994 Marist College President Award.

1995 YWCA Salute to Women Award.

2008 Athena Honoree – Dutchess County Regional Chamber of Commerce.

REFERENCES

Available upon request.

County Executive shall fail to return such legislation to the Clerk of the County Legislature, with reasons in writing, within ten (10) days after submission to the County Executive, or thirty (30) days in the case of a local law, such legislation shall be deemed approved and duly enacted;

(j) appoint a member of the County Legislature to serve as its Chairman for the balance of the calendar year should the County Legislature fail to select a Chairman from among its members within thirty (30) days after that office shall become vacant for any reason;

(k) determine and fix real property equalization rates for each of the County tax districts for County purposes, and file copies of such rates in writing with the Clerk of the County Legislature and State Board of Equalization and Assessment on or before the first day of October of each year;

(l) file with the County Legislature annually on or before the first day of February of each year a written report of the finances of the County and the activities of the executive branch of the County government in such detail and in such manner as he may deem appropriate or as the County Legislature may by resolution specify, and make other reports at such times and in such manner as the County Legislature may by resolution require;

(m) possess all powers and duties with respect to weights and measures;

(n) make purchases and sales of all materials, supplies and equipment, and contract for the rental and servicing of equipment for the County, subject to the provisions of the General Municipal Law;

(o) make, sign and implement all contracts on behalf of the County within authorized appropriations; and

(p) supervise the operations of the County's data processing and machine tabulating equipment.

Section 3.03. Committees, Commissions and Boards. Members of all committees, commissions and boards appointed pursuant to Section 3.02 (e) of this Charter shall serve at the pleasure of the County Executive. They shall serve without compensation other than for actual and necessary expenses within appropriations made therefor, unless otherwise provided by resolution of the County Legislature.

Section 3.04. Appointments by County Executive. Every appointment by the County Executive, whether or not subject to confirmation by the County Legislature, shall be in writing and filed with the County Clerk and the Clerk of the County Legislature within five (5) days of such appointment. Each appointee shall enter upon the duties of his office immediately upon such filing, except that where confirmation by the County Legislature is required pursuant to this Charter, each such appointee shall assume the duties of his office immediately upon such confirmation. The County Executive may appoint a qualified person to serve temporarily as an

acting department head for a period not exceeding forty (40) days in any calendar year unless extended by resolution of the County Legislature.

Section 3.05. Deputy County Executive(s); How Designated; Powers and Duties.

The County Executive may appoint such Deputy County Executive(s) as may be deemed proper, in writing, each subject to confirmation by the County Legislature. After confirmation, such appointment(s) shall be filed with the County Clerk and the Clerk of the County Legislature. Each Deputy County Executive shall serve at the pleasure of the County Executive during the term(s) of Office of the appointive County Executive and shall have such authority as delegated by the County Executive consistent with this Charter. A Deputy County Executive, as authorized by the County Executive, shall have all of the powers and perform all of the duties of the County Executive in the event of the County Executive's absence from the County or temporary inability to perform and exercise the powers and duties of the Office of County Executive.⁴⁰

Section 3.05-A. Acting County Executive; How Designated; Powers and

Duties. The County Executive shall designate in writing, and in order of succession, the department heads who shall be Acting County Executive in the event the County Executive and the Deputy County Executive(s) are absent from the County or temporarily unable to perform and exercise the powers and duties of their Offices as set forth above in Section 3.05. Such designation shall be filed with the County Clerk and the Clerk of the County Legislature and may be revoked at any time by the County Executive filing a new written designation and order of succession. In the absence of such written designation and order of succession, and in the event of the absence of the County Executive and Deputy County Executive(s) from the County or temporary inability to perform and exercise the powers and duties of their Offices as set forth above in Section 3.05, the County Legislature shall appoint a department head as Acting County Executive. The Acting County Executive shall have all the powers and perform all the duties of the County Executive. In no event shall a Deputy County Executive succeed to the Office of Acting County Executive due to a vacancy in the Office of County Executive only department heads may succeed to that Office.⁴⁰

Section 3.06. Removal of County Executive. The County Executive may be removed from office only in the manner provided in the Public Officers Law.

Section 3.07. Vacancy in the Office of County Executive. In the event of a vacancy in the office of the County Executive as described in Section 30 of the Public Officers Law, the Acting County Executive shall succeed to the office of County Executive, and shall have all of the powers and perform all of the duties of that office. He shall hold the office of County Executive until the commencement of the calendar year next following the first annual election held not less than sixty (60) days after the occurrence of such vacancy, at which annual election a County Executive shall be elected from the County at large for the balance of the unexpired term.⁴¹