



Advisory Board/Committee Application

DATE:	11/13/2023	NAME:	LaTosha Lowe-Goode
ADDRESS:	15810 Hummingbird Ln, Westlake, FL 33470		
PHONE:	561-951-3653	E-MAIL:	tlowe1100@gmail.com
What is the Board/Committee of your choice?		Westlake City Council, Seat 1	
How long have you lived in the City of Westlake?		3 years, 2 months	
Are you a full-time resident? If not, how many months do you reside in City?			Yes, full-time
Are you a registered voter?		Yes	
Current occupation and employer, if retired, please list previous occupation and employer:		Executive Assistant State Attorney's Office, 15 th Circuit	
Do you currently hold public office? If so, what is the office?			No
Please list any business, volunteer, community activities you have been involved in:			
Girl Scouts, Service Unit: Phoenix Vice-President of Northboro Elem. PTO Board + SAC Certified with National Notary Association + Registered with Florida Bar as a paralegal.			
Have you ever been convicted, plead no contest, plead guilty or had the adjudication of guilt withheld for any criminal offense other than a minor traffic violation? If yes, please explain.			
No.			
Would you and/or any organization with which you are affiliated, benefit from decisions or recommendations made by this advisory board/committee? If yes, explain:			
No.			
Experience. Please list experience and/or any knowledge, skills, abilities, or qualifications that you possess and believe relevant to the board/committee for which you seek appointment:			
I've worked in State government for over 28 years. I've built connections and relationships that benefit my community, and the betterment of Palm Beach County as a whole. I have extensive knowledge in state law and can help Westlake move forward in transparency and integrity.			

Resumes are encouraged to be attached, and any other information you feel pertinent. This application should be forwarded to the City Clerk, Zoie Burgess: zburgess@westlakegov.com or by mail/in person: City of Westlake, City Clerk's Office 4001 Seminole Pratt Whitney Road, Westlake, Florida 33470.

Thank you for volunteering to serve the citizens of Westlake.



November 13, 2023

Dear Westlake Council:

I am writing this letter to express my interest to fill the vacancy of Westlake's Council Seat 1. My family and I built our home in 2020, and we have loved every minute of living in this beautiful city. I would love to fill the gap on the Council to ensure there is no lack in city government and its business. Our Council operates in excellence, keeping residents informed, to solidify a genuine appreciation for the growth of Westlake.

My interest is to be a part of the advancement of our city. I want to help our city move forward in developments that our residents will enjoy with their families. I am #WestlakeProud and #WestlakeStrong!

Sincerely,

LaTosha Lowe-Goode

LATOSHA LOWE-GOODER

15810 HUMMINGBIRD LANE, WESTLAKE, FL 33470
PHONE 561-951-3653 • E-MAIL TLOWE1100@GMAIL.COM

OBJECTIVE

My objective is to secure a position in a professional organization that will best utilize my experience, background and personal qualities.

EDUCATION

May 2008-February 2015 University of Phoenix-Online Florida
▪ *B.S./Criminal Justice*

1994-1996 Florida Atlantic University Boca Raton, FL
Business Administration
▪ Undergraduate studies in Business

1990-1994 Suncoast High School Riviera Beach, FL
Diploma
▪ Achieved additional certificate for Introduction to Business

WORK EXPERIENCE

1993-Present Office Of The State Attorney, 15th Judicial Circuit
West Palm Beach, FL

Executive Assistant to State Attorney Dave Aronberg (from 2012)

- Maintain all appointments and schedules pertaining to the State Attorney for Palm Beach County.
- Conduct management meetings for division managers and lead staff.

Public Information Assistant/Prosecution Support Specialist II (Felony Intake Supervisor)

- Served as a conduit between the public, law enforcement and the State Attorneys Office in regards to public information and public records requests while maintaining strict confidentiality of operations and conversations within the office.
- Supervised the Felony Intake division which consists of 10 employees. I helped maintain consistency in the flow of operations for attorneys in each Felony, Misdemeanor and Specialty Division within the office.
- Researched and resolved matters arising from cases throughout the office while performing and completing multiple tasks in a timely manner. I also can type approx. 45-60 wpm.
- Experience and skill in programs such as Microsoft Office, Quicken, PALMS (PBSO), Excel and WordPerfect (all applications).

2020-Present Certified Notary & Loan Signing Agent
Certified through National Notary Association

Feb. 2009-2016 Palm Beach Gardens Medical Center
Communications Officer-PBX Per Diem

REFERENCES

AVAILABLE UPON REQUEST

COMMUNITY ACTIVITIES

- Vice-President of the Northboro Elementary PTO Board & SAC in West Palm Beach, FL.
- Co-Leader of Girl Scout Troop #24217 in Wellington, FL.
- Active member of the Women's Ministry through Mount Calvary Baptist Church. Our organization does outreach to rehabilitating women and young girls throughout the community.
- Co-Leader of the Marriage Ministry at Mount Calvary Baptist Church.

PROFESSIONAL MEMBERSHIPS

- Member of Alpha Phi Sigma, Criminal Justice Honor Society.
- Florida Registered Paralegal with the Florida Bar.
- Notary Public in the State of Florida.
- Member of the Palm Beach County League of Cities, Inc.
- Active member of the cooperation operation (Co-Op) for Public Information Officers in Broward, Palm Beach, St. Lucie and Martin counties.

CERTIFICATES & TRAINING

- Basic Public Information Officer Certificate from Division of Emergency Management (March 18-19, 2008).
- Training Completion Certificate from Florida Department of Law Enforcement at the 2007 CJIS Users' Conference.
- Completion Certificate from Florida Department of State Library and Archives at the 2006 Records Management Seminar.
- Completion Certificate for Public Safety Media Relations from Palm Beach Community College Criminal Justice Institute (June, 27, 2006).