

## ANITA COCOVES

### ACADEMIC HISTORY

- 1993 - 1994                      Doctor of Philosophy - Human Services Administration  
LaSalle University (Summa Cum Laude Graduate - 4.0  
G.P.A.)
- 1990 - 1992                      Doctor of Education (Program Management)  
Nova University (Completed 31 credit hours - 3.75 G.P.A.)
- 1988 - 1989                      Master of Science, Human Services Administration  
Nova University (Magna Cum Laude Graduate)
- 1987 - 1988                      Bachelor of Science, Liberal Studies  
Barry University
- 1983 - 1985                      Associate of Science, Business  
Indian River Community College

### CERTIFICATES/LICENSES

Licensed Mental Health Counselor  
State of Florida - Board of Professional Regulation  
(License #: MH 0003231)

Certified Addictions Professional  
Certification Board of Addiction Professionals of Florida  
(Certificate #: 786)

Certified County and Family Court Mediator  
Florida State Supreme Court (Certificate #11783CF)

Certified Assessor for Batterers' Intervention Programs  
State of Florida - Department of Corrections

Internationally Certified Alcohol & Drug Abuse Counselor  
International Certification Reciprocity  
Consortium/Alcoholism and other Drug Abuse, Inc.  
(Certificate #: 7523)

Certified Clinical Mental Health  
Counselor  
(Certificate #: 31104)  
National Board for Certified Counselors

National Certified Counselor (N.C.C.)  
(Certificate #: 31104)  
National Board for Certified Counselors, Inc.

Master Addictions Counselor  
(Certificate #: 31104)  
National Board for Certified Counselors, Inc.

Diplomate in Forensic Counseling  
(Certificate #: 135)  
American Academy of Forensic Counseling

Certified Employee Assistance Counselor  
Employee Assistance Certification Commission

Notary Public - State of Florida  
(Commission #: CC613194)

## **PROFESSIONAL EXPERIENCE**

1989 - Present

### **Health and Human Services Administrator**

Martin County Board of County Commissioners  
2401 SE Monterey Road, Stuart, FL

- Drafting and implementation of policy and procedure manual for County indigent substance abuse treatment program/Juvenile Drug Court, (**which received the Governor's Community Investment Award - Honorable Mention (1996)**) for subsequent D.C.F.-T.A.S.C. (state) licensure; oversight of daily operations.
- Program and fiscal administration; report preparation; oversight of all contracts with outside agencies.
- Grantsmanship/grant management (authored and awarded funds for ten federal grants).
- Intake; coordination and oversight of operation of Drug Court Treatment; supervision; retention and programs.
- Provide expert testimony in civil, juvenile and criminal court.
  
- Develop/recommend policies and programs to the Board of County Commissioners and execute Board decisions;

provide technical assistance to BCC Advisory Committee members.

- Community outreach and program marketing; maintain professional working relationships with community agencies and members of the criminal justice system.

1986 - 1989

**Admissions Director**

Heritage Health Corporation (Inpatient Facility)  
2065 NE Indian River Drive, Jensen Beach, FL

- Directed facility operations in absence of Executive Director.
- Patient insurance verification, pre-admission certification and utilization review.
- Clinical assessments and evaluations.
- Accounts receivable/insurance claims.
- Administration and monitoring of patient admission process.
- Supervision and training of crisis intervention staff.
- Consultations, crisis and family intervention.
- Individual & group therapy.
- Industrial referral/various selected marketing activities.

1985 - 1986

**Admissions Coordinator**

The Palm Beach Institute (Florida's First Inpatient Facility)  
1014 North Olive Avenue, West Palm Beach, FL

- Recommendations on and implementation of technology to improve efficiency and effectiveness of patient admission process.
- Patient financial counseling and insurance verification.
- Consultation, crisis and family intervention.
- Family counseling and training.

(Employment experience prior to 1985 available upon request)

**PROFESSIONAL ASSOCIATIONS**

Martin County Drug & Alcohol Abuse Awareness Committee - authored and received funding for grants in excess of \$2.5 million (awarded ten federal grants).

Martin County Juvenile Justice Committee of the 19th Judicial Circuit - Chairman (current); Vicechair (1999-2000); (Ways and means Subcommittee - Chair, 1999-2000); (Legislative Subcommittee - Chair, 1998)

National Criminal Justice Association - member

International Assoc. Of Addictions & Offender Counselors - member

The National Consortium of T.A.S.C. Programs - member

Who's Who in America - 19th, 20th & 21st Editions

Who's Who in Medicine and Healthcare - First Edition (1997-98)

Who's Who in Science and Engineering - 5th Edition

The World Who's Who of Women - 14th & 15th Edition

Florida Alcohol and Drug Abuse Association (FADAA) - member

American Mental Health Counselors Association (AMHCA) - member

American College of Addiction Treatment Administrators - member

### **COMMUNITY ACTIVITIES**

Critical Incident Stress Debriefing Team for Martin /Palm Beach Counties - member

Disaster Services Human Resources System of the American Red Cross - member

Martin County Board of County Commissioners Team Spirit Award (2000)

Governor's Community Investment Award - Honorable Mention (1996)

Palm Glades Girl Scout Council - Martin County Woman of Distinction nominee (1996)

Soroptimist International of Stuart - Martin County Woman of Distinction nominee (1999 & 2000)

United Way of Martin County - (Budget and Allocation Review Committee) Outstanding Community Service Award - (1993)

WPEC News Channel 12 19th Annual Jefferson Awards for Extraordinary Public Service nominee (2000)

Martin County Council for the Arts - member

Historical Society of Martin County - member/volunteer

St. Joseph's Catholic Church, Stuart, FL - Eucharistic Minister

**COMMENTS**

Bilingual - Spanish (speak, read and write)