



MIAMI-DADE COUNTY FINAL OFFICIAL MINUTES Metro Miami Action Plan Trust

Office of the Metro Miami Action Plan Trust
19 West Flagler Street
Mezzanine Room 106
Miami, Florida 33128

June 18, 2008

Harvey Ruvlin, Clerk
Board of County Commissioners

Kay Madry Sullivan, Director
Clerk of the Board Division

Karen Leonard, Commission Reporter
(305) 375-1296



**OFFICIAL MINUTES
METRO-MIAMI ACTION PLAN TRUST
MEETING OF JUNE 18, 2008**

The Metro-Miami Action Plan Trust (MMAP) convened a meeting at the Office of MMAP Trust Board Room, 19 West Flagler Street, Mezzanine Room #106, on June 18, 2008 at 12:00 Noon, there being present: Chairperson John T. Jones and Members: Ms. Marie B. Hyppolite, Ms. Greicy Lovin, and Dr. Marzell Smith (Mr. Arthur J. Barnes, Ms. Veldrin Freeman, and Mr. Herbert Robinson were absent).

ROLL CALL:

Staff members present were: Mr. John Dixon, MMAP Trust Interim Executive Director; Ms. Marlene Blanco, Ms. Melba Gasque, Mr. William Simmons, Mr. Jose Gonzalez, Ms. Joann Hicks, Mr. Joey Walker, Mr. Anthony Williams and Mr. Frank Tarrau, Director, MLK Academy; Ms. Cindy Campbell, Certified Instructor, Florida MLK, Jr. Institute for Non-Violence; Assistant County Attorney Terrence Smith; and Deputy Clerk Karen Leonard.

MOTION TO SET THE AGENDA:

Chairperson Jones called the meeting to order at 12:07 p.m.

In response to Dr. Smith's inquiry regarding the continued absence of Trust member Ms. Veldrin Freeman, Chairperson Jones noted that he had asked Mr. Dixon to send Ms. Freeman a letter in reference to the by-laws of being a Trust Board member.

DISCLOSURE OF CONFLICTS OF INTEREST

QUERY FOR EARLY DEPARTURES

Approval of Previous Minutes (January 16, 2008)

Chairperson Jones noted that a phrase in the MMAP January 16, 2008 minutes on page 5 should read "Mr. Gerald Rudolph, Chief of Police Youth Crime Watch regarding a National Crime Watch".

It was moved by Ms. Hyppolite that the MMAP January 16, 2008 minutes be approved as amended. This motion was seconded by Dr. Smith and upon being put to a vote, passed by a unanimous vote of those members present.

I. Trust Action Items

A. Committee Action Items

1. Housing
2. Education

A. MLK Academy Personnel Contracts

Mr. Dixon provided a brief update regarding the Memorandum of Approval of revision of MLK Academy personnel contracts.

Assistant County Attorney Smith requested that MMAP's staff email or send him a copy of the revised drafted contract in advance.

Ms. Lovin expressed concern regarding the approval of both requests in the Memorandum of Approval (MOA). She noted that she would prefer to look at the request to authorize the expenditure of funds separately from the request to revise the personnel contracts.

Assistant County Attorney Smith advised the Trust members that the appropriate way to handle the MOA was to bifurcate the two items requested and review them separately.

Chairperson Jones noted that a vote could not be taken regarding the approval to authorize expenditure of funds until it was further reviewed and that the issue, regarding authorizing expenditure of funds, would be deferred until the next meeting.

Discussion ensued regarding the review process needed before the Trust could take action.

It was moved by Mr. Smith that the proposed contract agreement be approved to be used for the MLK Academy staff. This motion was seconded by Ms. Lovin and being put to a vote, passed 4-0. (Members Mr. Arthur J. Barnes, Ms. Veldrin Freeman, and Mr. Herbert Robinson were absent).

3. Criminal Justice
4. Community and Economic Development
5. Legislative

A. Tallahassee Legislative Trip

Mr. Dixon presented a brief update of the Memorandum of Approval (MOA) regarding the request to authorize an allocation not to exceed \$6,000.00 for Trust members Mr. Robinson, Chairperson Jones, and Mr. Dixon to meet with the Secretary of the Juvenile Justice in Tallahassee. He added that the purpose of the trip was to request assistance in securing funds to address the deficit at MLK Academy.

Discussion ensued regarding whether the secured funds would be for the new fiscal year.

Dr. Smith noted that he would meet with MLK Academy faculty on creating an outline of use of funding along with objectives, goals, and outcome of its pilot tutoring program.

Ms. Lovin advised that MMAP's staff should have a list of information regarding the pilot tutoring program.

Assistant County Attorney (ACA) Smith expressed concern that if more than two members of the Trust were attending the meeting, it would be a sunshine violation.

In response to Chairperson Jones comment that he would be attending another departmental meeting while Mr. Dixon and Dr. Smith met with the Secretary of Juvenile Justice, ACA Smith noted that based on the Chair's comment, meeting of these individuals would not be a violation.

Additionally, ACA Smith noted that he needed to review the regulations and he would provide an answer today; however, he cautioned Dr. Smith and Chairperson Jones not to attend the same meeting because it would become a sunshine meeting which required the public to have access.

In response to Dr. Smith's inquiry as to whether the Teen Court's budget could be spent for operational purposes, ACA Smith noted that the budget could not overlap with non Teen Court expenditures. He added that Florida Legislation would have to pass the appropriate law in order to change the language.

Discussion ensued regarding the intent to explore all possibilities and identify what approach would work for this program.

Further discussion ensued regarding rental expenses being taken from the Teen Court budget as long as the Teen Court program occupied 50% of the building.

Assistant County Attorney Smith reminded the Trust that there were two legal opinions concerning the use of the Teen Court Budget which indicated the budget should be used for programs specifically related to the Teen Court program. He advised Trust members to be prepared for challenges while this program moved to another location and that it would be monitored closely.

Discussion ensued regarding the resources for this trip coming from the General Revenue Fund.

Assistant County Attorney Smith expressed concern regarding the use of funds from the General Revenue Funds for the Teen Court Program, noting that it would be an issue of crossing the line because of the restricted use of those funds.

Chairperson Jones recommended that money be allocated from the Trust account to provide funding for the trip that Dr. Smith, Mr. Dixon, and Chairperson Jones would take to visit the Secretary of the Department of Juvenile Justice concerning the school's deficit.

Assistant County Attorney added that MMAP's staff needed to explore its options with the Finance Department to determine what was allowed regarding expenditures from the Trust Account.

It was moved by Ms. Lovin an expenditure not-to-exceed \$6,000.00 from the Trust account for the cost of the Legislative Meeting between the Interim Executive Director, Chairperson of the Trust and Trust member Dr. Robinson, with the Secretary of the Department of Juvenile Justice in Tallahassee, Florida be approved. This motion was seconded by Ms. Hyppolite and upon being put to a vote, passed 4-0. (Members Mr. Arthur J. Barnes, Ms. Veldrin Freeman, and Mr. Herbert Robinson were absent).

6. Budget

B. Additional Trust Action Items

1. **Executive Director Search**

Chairperson Jones noted that the Office of the County Manager had inquired about creating a permanent position for the MMAP Director because an interim position could be eliminated. He asked that MMAP's staff create an outline and a Request for Proposal (RFP) and assign a selection committee.

Discussion ensued regarding the level of advertisement that would be needed.

Assistant County Attorney Smith suggested that the Trust members consult the County regulations regarding the process of having a selection committee publicly noticed and regarding whether outside participants needed to appoint the five members for the selection committee.

It was moved by Dr. Smith that five (5) members be appointed to a selection committee to fill the permanent position of the MMAP Executive Director. This motion was seconded by Chairperson Jones and upon being put to a vote, passed by a unanimous vote of those members present.

Members Ms. Hyppolite, Ms. Lovin, and Mr. Barnes volunteered for the selection committee. , By Chairperson Jones' recommendation, MMAP staff members Ms. Joann Hicks and Mr. William Simmons also agreed to volunteer for the selection committee.

Following discussion, Assistant County Attorney Smith suggested that MMAP's staff wait until the selection committee met before they voted on expenditures.

2. National Association of Real Estate Brokers (NAREB) Convention

Ms. Hicks provided a brief update regarding the National Association of Real Estate Brokers Convention and noted MMAP needed to have Chairperson Jones and some of MMAP's staff attend in order to provide input.

Chairperson Jones added that the data from the Disparity Study would be used during the convention to reflect why the program was needed. He also added that the funding for this event would come from the Housing Budget.

It was moved by Ms. Loving that an expenditure not-to-exceed \$2,500.00 from the Housing budget for MMAP's participation, including staff attendance of the National Association of Real Estate Brokers, Inc. to be held on August 8-11, 2008 be approved. This motion was seconded by Ms. Hyppolite and upon being put to a vote, passed 4-0. (Members Mr. Arthur J. Barnes, Ms. Veldrin Freeman, and Mr. Herbert Robinson were absent).

II. Trust Information Items

A. Committee Information Items

1. Housing
2. Education
3. Criminal Justice
4. Community and Economic Development
5. Legislative
6. Budget

III. Executive Director's Information Items

- A. Zamora Housing Showcase**
- B. Foreclosure Roundtable**
- C. MLK School Board Contract Update**

- D. MMAP Speaks Update**
- E. Miami-Dade County Commission Committee Rules**
- F. EDHS and Finance & Budget Committee Meeting Update**
- G. Teen Court Monthly Report**
- H. Housing Monthly Report**
- I. Fiscal Management Report**
- J. Public Information**
- K. Criminal Justice Report**
- L. MLK Academy Monthly Report**

Ms. Cindy Campbell provided a brief presentation regarding the annual Black History Tour that included participation by members of MMAP, the Miami Police Department, and the Kingian Non-Violence Institute. She expressed appreciation for the Trust's support. She noted the sites visited by students who went on the Black History Tour included Kennedy Space Center, Tuskegee Institute, and Hayneville, Alabama and the intent of this trip was to educate MLK Academy students on contributions to civil rights. Ms. Campbell continued to review the itinerary for the Black History Tour and noted emails were received complimenting the student's behavior.

Discussion ensued regarding the student's good behavior and how the students took interest.

Add-On

Mr. Dixon provided a brief update of MMAP's response to a memorandum dated June 12, 2008 from Commissioner Sosa requesting MMAP to submit a full accounting report on the use of 8% Surtax Dollars funding. He noted that Commissioner Edmondson also requested by memorandum that those reports be submitted to the Economic Development and Human Services Committee (EDHSC). He referred to a copy of the memorandum for the Trust members to review.

Additionally, Chairperson Jones read the letter from Mayor Carlos Alvarez concerning the memorandum from Commissioner Sosa. He noted that he would like to attend the EDHSC meeting and he wanted a MMAP staff person to attend as well.

Discussion ensued regarding the Budget and Finance Committee meeting on June 10, 2008 and the discussion on the requirements of MMAP to provide a budget.

Assistant County Attorney Smith advised the Trust members that if Commissioner Sosa requested MMAP to produce certain information, it should be done.

ADJOURNMENT

Hearing no further business, the Trust adjourned the meeting at 1:23 p.m.

John T. Jones, Jr., Chairperson
Metro Miami Action Plan Trust