



**MIAMI-DADE COUNTY
FINAL OFFICIAL MINUTES
Miami-Dade Economic Advocacy Trust (MDEAT)**

Office of the Miami-Dade Economic Advocacy Trust
111 Northwest 1st Street
6th Floor Conference Room
Miami, Florida 33128

July 17, 2013
As Advertised

Harvey Ruvlin, Clerk
Board of County Commissioners

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Clerk of the Board Division

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**CLERK'S SUMMARY OF OFFICIAL MINUTES
MIAMI-DADE ECONOMIC ADVOCACY TRUST
MEETING JULY 17, 2013**

The Miami-Dade Economic Advocacy Trust (MDEAT) convened in a meeting at the Stephen P. Clark Center, 111 NW 1st Street, 2nd Floor, Commissioner's Conference Room, on July 17, 2013, at 3:30 p.m. The following MDEAT members were present: Chairman Marc Douthit, Esq., Mr. Ron Butler, Mr. Carlos Morales, Mr. George Ray III, Mr. Charles Sims, and Ms. Leigh Toney (Mr. Robert Holland, Esq., Ms. Stephanye Johnson, Ms. Barbara Montero, Reverend Walter Richardson, and Ms. Treska Rodgers were absent).

ROLL CALL

The following staff members were present: MDEAT Executive Director John Dixon, Mr. Jose Gonzalez, Ms. Traci Pollock, Assistant County Attorney Terrence Smith and Deputy Clerk Karen Harrison.

**DISCLOSURE OF CONFLICTS OF INTEREST
QUERY FOR EARLY DEPARTURES**

Chairman Marc Douthit called the meeting to order at 3:43 p.m.

Chairman Douthit noted there were several action items on today's (7/17) agenda due to no quorum at the last meeting, which would be addressed first with any additional items that required approval.

Chairman Douthit advised that he had received the letter of resignation from Trust member, Mr. Robert Holland. He noted that he spoke with Mr. John Dixon, regarding the recruitment process to review the resumes received from a previous publication that solicited new Trust members. He indicated that the number of open positions on the Trust matched the number of resumes received. Chairman Douthit said he believed the recruitment process should be reopened to receive additional resumes to be evaluated with the others at hand.

Mr. John Dixon noted he had discussed the recruiting process with Commissioner Bell's Office because she was the chairperson of the Trust Nominating Committee.

Chairman Douthit said he would contact Commissioner Bell's Office to start the recruiting process for the public announcement to solicit resumes for Trust members, and the goal was to have a full Trust membership by October 31, 2013, which was the start of the County's fiscal year.

Ms. Leigh Toney asked if the Trust would allow two community members to make a presentation or speak on Black Girls Code following the action items.

**Approval of Previous Meeting Minutes
February 20, 2013, March 20, 2013, April 17, 2013**

It was moved by Mr. Ron Butler that the February 20, 2013, MDEAT minutes be approved. This motion was seconded by Mr. Charles Sims, and upon being put to a vote, the vote passed unanimously by those members present.

It was moved by Mr. Carlos Morales that the March 20, 2013, and April 17, 2013, MDEAT minutes be approved. This motion was seconded by Mr. Ron Butler and upon being put to a vote, the vote passed unanimously by those members present.

I. Board Action Items

A. Transportation of Youth Summer Events

Mr. John Dixon explained that the purpose of the foregoing item was to request approval by the Trust to allocate \$2,000 to cover transportation and expenses for Teen Court summer activities, which included: The National Bar Association Youth Day, The City of Miami National Night Out, and The Safe Summer Program.

In response to Mr. Charles Sims' inquiry regarding whether this expenditure was included in the Teen Court budget, and the procedures to approve expenditures, Mr. Dixon said this request was part of the budget, and was in response to the Trust, which required staff to come back to the Trust with a line item budget prior to the event.

Mr. Sims proposed that this procedure be removed because the cost of the event had already been approved by the Trust and he believed bringing back the expenditures to the Trust for approval was redundant.

Discussion ensued among the Trust members regarding this procedure and that Mr. Dixon was authorized to sign was for \$2500, and that the expenditures for this event were included in the approved Teen Court budget. Further discussion ensued regarding changing the procedure for approval of expenditures already included in the budget, which was advised by Chairman Douthit to address at a later time.

It was moved by Mr. Carlos Morales that the Trust authorize the allocation of \$2,000 to cover the cost of transportation for the Teen Court Youth Summer Events. The motion was seconded by Mr. Charles Sims, and upon being put to a vote, passed 6 -0 (Mr. Robert Holland, Esq., Ms. Stephanye Johnson, Ms. Barbara Montero, Reverend Walter Richardson, and Ms. Treska Rodgers were absent).

B. MOU between MDEAT and Juvenile Services Department

Mr. John Dixon stated that the foregoing item needed to be tabled because it did not go before the Youth Action Committee (YAC). He provided a brief overview, and noted that in the past MDEAT funded a total of \$120,000.00 to Juvenile Services Department for the Miami-Dade County Intervention Initiative (MDCII) Program. This program was designed for youth who were referred to the Juvenile Assessment Center, through community outreach, schools, parents and other concerned adults. These youth had not committed crimes, but had behavioral issues and family difficulties, and did not have an opportunity to attend the Teen Court Program unless they had committed a crime, he noted. Mr. Dixon said that funding for the MDCII Program was included in this fiscal year Teen Court budget.

Chairman Douthit inquired when the item would go before the YAC committee.

In response to Chairman Douthit's inquiry regarding when this item would be presented to the YAC, Mr. Dixon stated the YAC would meet in August, and there would be enough time to come back before the Trust in September. He noted he would inform the Finance Department this item would be forthcoming.

It was moved by Mr. Ron Butler that the foregoing item regarding the Memorandum of Understanding (MOU) between MDEAT and Juvenile Services for the MDCII Program be tabled until the September MDEAT meeting. This motion was seconded by Mr. Charles Sims, and upon being put to a vote, vote passed 6-0 (Mr. Stephen L. Herbert, Mr. Robert Holland, Esq., Ms. Stephanye Johnson, Ms. Barbara B. Montero, Reverend Walter T. Richardson, and Ms. Treska V. Rodgers were absent).

C. MDEAT Interagency Service Agreement with GMSC Update and Extension

Mr. John Dixon stated the Board had previously approved and allocation that totaled \$7,000 to move storage boxes of MDEAT files to the current office. This process required three people to be hired from the Greater Miami Service Corp. (GMSC) to move over 300 boxes accumulated from 1995, since the inception of the Housing Program. Mr. Dixon explained the purpose of this item was to request the approval of the Trust to extend the Interagency Service Agreement between MDEAT and the GMSC to restructure, reorganize and shred documents according to mandated document retention schedules. He noted that the \$7,000.00 had already been allocated and an additional \$15,000.00 was needed in an effort to complete the project by the end of October.

In response to the inquiry of Mr. George Ray III regarding the use of students from the Teen Court Program to lessen the cost, Mr. Dixon said those students could be used, but a certain amount of aptitude to efficiently complete the assignment was needed. He noted there were three workers who had performed well at the job; however, the project was pending the approval from the Trust to proceed.

Discussion ensued among the Trust members regarding the various tasks required to complete this project, which did not include scanning, but may be considered as an additional task.

Mr. Ray expressed his concern regarding the use of resources. Which he believed could have been used in other community programs. He commented on the need of future plans to identify alternative ways to complete projects under budget, like using volunteers or youth who require community service hours for school.

Ms. Leigh Toney noted she was supportive of this project that required the workers to perform tedious and detailed work. She also noted the use of private sector would have cost more. Ms. Toney stated this item supports the GMSC Program that had a good track record in assisting youth in earning wages and gaining skills, which was a good collaborative effort by MDEAT.

Responding to Mr. Sims inquiry regarding the timeframe, workload, and cost for this project, Mr. Dixon explained that prior to the initial review of the contained documents, the level of work required could not be determined.

Chairman Douthit indicated that the timeline had improved, and the workers had become more efficient with their assign duties. He also stated that in terms of scanning documents, the original documents were required to be kept in accordance with the documentation retention schedules; however, in the future with the use of an electronic registration system, scanning could be taken into consideration to be more efficient.

Assistant County Attorney Terrence Smith advised that scanning process could be used as long as the documents were catalogued and able to be located upon public request. He noted he would not advise destroying paper documents that were still within the retention schedule, which varied up to five years or more depending on the type of document that might indicate the status of a contract renewal or litigation process.

Following further discussion it was moved by Mr. Carlos Morales, that the Trust approve the Memorandum of Approval requesting an additional expenditure in an amount not to exceed \$15,000.00 that would come from a budgeted amount of the following MDEAT Divisions: Housing, Youth Services, Economic Development, and Administration to extend the agreement to October 31, 2013, between MDEAT and the Greater Miami Service Corporation for a service project to restructure and organize MDEAT's storage area of files. This motion was seconded by Mr. Ron Butler and upon being put to a vote, the vote passed 6-0 (Mr. Robert Holland, Esq., Ms. Stephanye Johnson, Ms. Barbara Montero, Reverend Walter Richardson, and Ms. Treska Rodgers were absent).

D. Black Girls Code Community Workshops

Ms. Leigh Toney noted that the Economic Development Action Committee (EDAC) had approved the foregoing item to be presented to the Trust, at which Ms. Felicia Hatcher, Founder of @ BlackTechMiami & @ CodeFeverMiami, presented at the June 19, 2013, MDEAT meeting, but there was no quorum.

Ms. Hatcher provided a brief overview of Black Girls Code (BGC) Program. She stated that the focus of this workshop was to develop African American and Hispanic youth from being consumers of technology to become creators of technology and entrepreneurs. Ms. Hatcher noted the success of the Black Girls Code event that was held in Atlanta, which was the same plan that would be used to host in Miami and build up the technology scene. She further noted that Black Girls Code ranked in high numbers nationwide, in terms of the curriculum and objectives to introduce youth and their families to technology.

Ms. Toney said the request made by the EDAC was for the Trust's approval of a six-week summer session with Black Girls Code Program and a one-day workshop that required an allocated expenditure not to exceed a total of \$13,000.

In response to the Chairman Douthit's question regarding the number of youth that would be involved in this project, Ms. Toney stated that the program would be mirrored to the event held in Atlanta, which had 75 girls in attendance to workshop.

Ms. Hatcher said the selection process for the Atlanta workshop was based on community partners that the girls had worked with and involvement with other organizations, such as Georgia Pacific Youth Entrepreneurship Program. She noted BGC was currently working with the City of Miami Gardens and Lab Miami and BGC recently conducted a Code Fever Program that had 49 participants who would be ready to participate in this program.

In response to Chairman Douthit inquiry regarding whether a contract should be negotiated between BGC and MDEAT, in terms of funding, Mr. Dixon noted it would be beneficial to have a contract agreement with Miami Dade College since it was a quasi-public entity.

Ms. Toney asked that the staff identify the most expedient way to process this agreement without delaying the item. She commented on the role of the Trust as a conduit, and to explore other resources for BGC as with as well.

Mr. George Ray requested that 35 percent of the participants come from the targeted urban areas (TUAs) because the charge of the committee was to help TUAs within Miami-Dade County.

Ms. Hatcher said that the majority of youth who attended the Code Fever Workshop resided in the Overtown area, which was a TUA.

Later in the meeting, following a discussion regarding a conflict of interest, it was moved by Ms. Toney to reconsider her initial motion of the contracting agency for Black Girls Code Workshop. This motion was seconded by Mr. Charles Sims.

It was moved by Mr. Charles Sims that the Trust approve the Memorandum of Approval requesting an allocation in an amount not to exceed \$13,000.00 for MDEAT to enter into a contract and sponsor a Black Girls Code Program that would target 35% of the participants from the targeted urban areas. This motion was seconded by Mr. Carlos Morales, and upon being put to a vote, vote passed 6-0 (Mr. Robert Holland, Esq., Ms. Stephanye Johnson, Ms. Barbara Montero, Reverend Walter Richardson, and Ms. Treska Rodgers were absent).

E. Miami Dade College MOU Extension and Budget Adjustment

Mr. John Dixon provided a brief overview of the foregoing item and noted the request was for the Trust to authorize MDEAT staff to extend the Miami Dade College MOU contract period to January 31, 2014.

Assistant County Attorney Terrence Smith advised the Trust members that Ms. Leigh Toney had a conflict of interest.

Ms. Toney subsequently left the meeting before the discussion; however due to a lack of a quorum, the item could only be up for discussion.

Mr. Dixon explained the details of the foregoing item and the purpose was to provide small businesses opportunities to interact and market their business among professionals to discuss issues that occur. He noted the requirement for these small businesses was to complete a multi-

year program that would provide an incentive program that would maintain attendance and status.

Discussion ensued among the Trust members regarding the following items that would also be a conflict of interest for Ms. Toney, that would not be voted on at today's (07/17) meeting, which included: Action Item 1E and 1F due to lack of a quorum.

In response to Chairman Douthit suggestion that Ms. Toney seek an opinion from the Commission on Ethics, MS. Toney said she had discussed this issue with County Attorney Robert Cuevas before and was advised there was no conflict of interest; however, she would attempt to receive this information in a written format.

F. Young Professionals Network (YPN) and Lab Miami Strategic Partnership

Ms. Leigh Toney indicated that the foregoing item was not associated with Miami-Dade College, but was related to the Young Professionals Network (YPN) organization. She noted the intent of item was to target startup and technical firms, such as Lab Miami and Venture Hot to fill the absence of people of color participating in these efforts. She indicated that this initiative was designed to connect young entrepreneurs of color to the entrepreneurial activities held in Miami and to also connect MDEAT to that work. Ms. Toney introduced Ms. Fabiola Fleuranvil, representative of YPN.

Ms. Fleuranvil appeared before the Trust members and noted she was also the chair of the New Leaders Council Taskforce, which spear-headed the entire forum of the critical Brain Drain problem that existed in this community. She provided an overview of YPN that was established in 2007 to empower, connect and develop young professionals through various partnerships with the focal point on entrepreneurship and professional development. Following further comments, Ms. Fleuranvil noted YPN has partnered with Florida International University (FIU) Master of Business Administration (MBA) Entrepreneur Program and hosted two workshops that had over 100 attendees. She indicated there was a gap specifically in the black community, in terms of a lack of knowledge and resources. She said she believed this was a great opportunity to involve young professionals to gain exposure, and eliminate the technical division within the community.

In response to Mr. Ron Butler's question regarding the recruitment process, Ms. Fleuranvil noted the process started by many black professionals indicating the need to develop a networking community in South Florida for the young Black professionals. She commented that she formed a networking group that met on a monthly basis to discuss business and social issues.

Discussion ensued among the Trust members regarding the requirements for YPN, and whether TUAs could be a focal point for selecting the professionals. Following further discussion, it was determined that the TUAs would not be a requirement, but the events would be held in those locations to build a bridge of opportunity and for the purpose of exposure.

It was moved by Mr. Charles Sims, that the Trust approve the Memorandum of Approval requesting an allocation in an amount not to exceed \$5,000.00 from the Economic Development Action Committee Budget and to authorize MDEAT staff to enter into a strategic partnership agreement with Young Professionals Network and Lab Miami to assist young entrepreneurs with

start-up opportunities and resources for businesses within the community. This motion was seconded by Mr. George Ray III, and upon being put to a vote, vote passed 6-0 (Mr. Robert Holland, Esq., Ms. Stephanye Johnson, Ms. Barbara Montero, Reverend Walter Richardson, and Ms. Treska Rodgers were absent).

G. New Mobile Resources to Support Underserved Communities

Mr. John Dixon provided a brief overview of the foregoing item and noted that in the past MMAP (MDEAT's former name) funded a Mobile Entrepreneurship Resource Center (MERC) in collaborative effort with Florida Memorial University (FMU). He also noted the services provided in the mobile center out of a tractor trailer, such as information, resources and support to small business owners who could not visit FMU. This mobile center was owned by FMU and funded by MMAP and other entities to financially assist in support of the driver and maintenance of the truck.

Ms. Leigh Toney advised that the trailer has been dormant at FMU for several years and the idea was to explore if the MERC could be revamped. She noted the requested amount of \$7,500.00 was to explore and research various options to determine if it would be viable to use the mobile program in its current form or decide whether the mobile needed to be retrofitted into a more up to date model.

Mr. Charles Sims pointed out that the cost seemed tremendous and he questioned why funding was needed at this time.

Mr. Ron Butler advised that the trailer had been used in the past for training and the cost was very expensive to operate. He noted that he was unable to support operating the trailer without an idea of long-term investment.

Additionally, Mr. George Ray III indicated that he was not comfortable taking a vote on the item as presented and he needed more information on how it would be beneficial to the Trust.

Chairman Douthit noted that the Trust members should not be distracted by the operating cost of tractor trailer. He agreed with the comments made by Mr. Sims that there was no need for an approval of expenditures at this point. Mr. Douthit said that some of the questions raised by the Trust could be answered by MDEAT staff, and once other resources were identified along with developing ideas and options, staff should come back to the Trust for approval of funds.

Mr. Butler suggested that the information should be presented to the Economic Development Action Committee (EDAC) for further discussion before coming back to the Trust for approval.

Chairman Douthit recommended a motion be made that the foregoing item be referred back to EDAC, rather than table the item.

It was moved by Mr. Ron Butler that the item be referred back to the EDAC committee for further review. This motion was seconded by Ms. Leigh Toney, and upon being put to a vote, the vote passed 6-0. (Mr. Robert Holland, Esq., Ms. Stephanye Johnson, Ms. Barbara Montero, Reverend Walter Richardson, and Ms. Treska Rodgers were absent).

H. North Dade Development RFP Proposal

Chairman Douthit advised that the foregoing item was tabled at the May 15, 2013, MDEAT meeting due to Mr. Butler's absence, who was chair of the EDAC, it was important that he be present to provide clarification on the item.

Mr. Ron Butler explained that the foregoing item was a Request for Proposal (RFP) for an open bid for an entity to develop an economic development plan for the North Central Dade Corridor. He noted that the Urban Land Institute (ULI) of Southeast Florida/Caribbean was previously presented as the entity, but ULI could not be obtained as a sole source. Mr. Butler also stated that original amount requested was reduced from \$25,000.00 to \$20,000.00, and the recommended plans and projects would be specific to the needs of the location.

Mr. George Ray III noted development was needed in the North Dade area, but he suggested that more investments be made into the strategic plans, rather than research studies. He questioned how this project would line up with MDEAT's mission and develop into vision that the Trust wanted to accomplish. Mr. Ray also stated that developing a strategic plan would be more effective when advocating funds for the community.

Mr. Butler agreed with Mr. Ray's comments that an overall plan was needed and noted that he had an item that he would be bringing to the Trust which relates to developing overall plans for all of the TUAs, and stated currently this was the plan of action.

It was moved by Mr. Charles Sims that the Trust approve the Memorandum of Approval requesting an allocation in the amount not to exceed \$20,000.00 to solicit a Request for Proposal (RFP) with a development plan for the North Central Dade Corridor inclusive of Poinciana Park from the Economic Development Budget. This motion was seconded by Ms. H. Leigh Toney and upon being put to a vote, the vote passed 6-0. (Mr. Robert Holland, Esq., Ms. Stephanye Johnson, Ms. Barbara Montero, Reverend Walter Richardson, and Ms. Treska Rodgers were absent).

I. MOU Annual Report Card and Scorecard Proposal

Ms. Traci Pollock reminded the Trust members of presentation made by Dr. Robert Cruz, Chief Economist, for the Miami-Dade County Office of Economic Development and International Trade regarding the status of the TU's in Miami-Dade County. She noted that upon the mandate of the County Commission to provide an annual report card and scorecard on the status of the Black community in Miami-Dade County, MDEAT contacted Dr. Cruz for assistance. Ms. Pollock noted this proposal included developing documents that reflect the data exhibited in Dr. Cruz's presentation in addition to the service gaps within the TUAs that would be identified by the County, which would help with future planning and economic development issues.

Mr. George Ray III noted his support of this item; however, he expressed concern regarding the duties of the Trust that he believed had not been accomplished since the start of his membership. Mr. Ray also expressed concern regarding the several recommendations he made to the Trust that were pending and his intent as a Trust member was the greater good of the community. He

further indicated that more effort concerning strategic planning and goals was needed by the Trust to ensure change in the community.

In response to Ms. Leigh Tony's inquiry regarding the information that was submitted, Mr. Dixon indicated that the procedure was that MDEAT staff would submit an itemized list of activities on a bi-annual basis.

Mr. Charles Sims inquired about the cost of the bi-annual report that was submitted in the past and he asked for clarification on how this item differed.

Mr. Dixon explained that in the past formal reports were not submitted neither was there any associated cost, because the report was completed internally by Dr. Cruz. He indicated that this formal report would consist of information compiled by FIU and with the additional required indicators.

Mr. Butler agreed there was a need for strategic planning, but he believed the accomplished work of the Trust should not be undervalued. He urged the Trust members to review MDEAT's past activities and accomplishments and to identify how they were connected.

Chairman Douthit spoke of his experience during his service as chair since September of 2012, and his effort to review the county ordinances, for clarification of the Trust requirements. He acknowledged that some matters needed to be changed, and that was the purpose he instituted an annual summit that was held in October, 2012, to discuss the Trust's plans for the upcoming fiscal year. Chairman Douthit stated he believed that the actions of the Trust were in compliance to the County Ordinance, but the activities were not easily identified, which was the purpose of the report card that would reflect an assessment of the activities and identify areas in need of improvement. He noted that he was unaware how cost effective the report card developed by FIU was because there was no past analysis for comparison.

Chairman Douthit commended the Trust members on MDEAT's accomplishments and the services provided by MDEAT to the community. He noted that MDEAT was still a work in progress, in terms of operation, but efforts were made to move forward and be in compliance with county regulations.

It was moved by Mr. Charles Sims that the Trust approve the Memorandum of Approval to authorize staff to expend an amount not to exceed \$48,600.00 during the fiscal year (FY) 2013-14 for the development of the ordinance-mandated Annual Report Card/Scorecard proposed by Florida International University (FIU). This motion was seconded by Ms. H. Leigh Toney and upon being put to a vote, the vote passed 6-0. (Mr. Robert Holland, Esq., Ms. Stephanye Johnson, Ms. Barbara Montero, Reverend Walter Richardson, and Ms. Treska Rodgers were absent).

ADD ON

J. Overtown Merchants Associations Affiliation Program with M-DCC

Mr. John Dixon explained that the forgoing item was a proposal by the EDAC as an initiative in a collaborative effort with Miami-Dade Chamber of Commerce (MDCC) to establish a program and link the Overtown merchants to receive the services provided by MDCC.

Ms. Leigh Toney noted for the record that the efforts made by the EDAC members were strategically planned to link to the goals, mission, and purposes of the MDEAT. She advised that the Overtown Merchants Association was an organization of merchants who conduct business in the Overtown area, and the goal was to help them create a viable organization for support their business interest, and to serve as platform for expansion of a more robust merchant sector. Ms. Toney noted that as a member of the Trust she believed it should be expected that MDEAT members would have a relationship with MDCC members who share similar missions and goals. Therefore, as part of the initiative to support merchants in the TUAs, was to provide a platform to connect them to a Chamber that also supports their business interest.

Mr. George Ray III stated that he supports the item, but would like to see a performance assessment of the outcome.

It was moved by Mr. Ron Butler that the Trust approve the Memorandum of Approval to authorize staff to expend an amount not to exceed \$7,500.00 from the Economic Development Action Committee (EDAC) Budget to establish a program for selected Overtown merchants to become affiliated with the Miami-Dade Chamber of Commerce (M-DCC) to receive operational business tools. This motion was seconded by Mr. Carlos Morales and upon being put to a vote passed with a vote of 6-0. (Mr. Robert Holland, Esq., Ms. Stephanye Johnson, Ms. Barbara Montero, Reverend Walter Richardson, and Ms. Treska Rodgers were absent).

Mr. Charles Sims proposed to make a motion that budgeted items would not be required to come back before the Trust for approval.

Discussion ensued among the Trust members regarding items approved by the Trust repeatedly coming back for approval of line items was for the purpose of transparency. Further discussion ensued regarding different circumstances for approved items to come back before the Trust for approval, which included examining terms of a contract with an outside agency and/or if the budget was over \$2,500.

Assistant County Attorney Terrence Smith advised that any expenditures coming from the Teen Court Budget should be consulted with the County Attorney's Office whether it was internal or not because a legal opinion was already issued regarding any restrictions.

Following further discussion, Chairman Douthit indicated that this proposal by Mr. Sims needed further review and should be brought back to the Trust for review.

K. Economic Development Annual Summit

Mr. Ron Butler provided a brief overview regarding the forgoing item which was proposed to be held on September 6, 2013. He advised that the budget has been reduced to \$10,000.00 and the focus would be on helping the TUAs develop ways to enhance economic activity in those areas.

It was moved by Mr. Charles Sims that Trust approve the request to authorize staff to expend an amount not to exceed \$10,000.00 to host the MDEAT Annual Economic Development Summit. The motion was seconded by Chairman Marc Douthit and upon being put to a vote, the vote passed 6-0. ((Mr. Robert Holland, Esq., Ms. Stephanye Johnson, Ms. Barbara Montero, Reverend Walter Richardson, and Ms. Treska Rodgers were absent).

II. Information Items

IV. Chairperson's Report

The Chairman advised that the persons were recently appointed over the following three committees; the By-laws Committee, Technology Committee, and the Personnel Committee would be receiving a congratulatory email sent via staff. He also noted the strategic planning session would be held during the fall season and a Request for Proposal would have to be issued.

Mr. Ray III requested a 90-day status report regarding the terms, power and duties of the Trust, to determine if the Trust was in compliance with the County ordinance. He also apologized to the Trust members regarding his earlier comment on the accomplishments of the Trust.

Ms. Leigh Toney requested a report that reflected an overview of best practices when sole sourcing should be utilized or appropriate. She noted that becoming a Trust member was a unique position and clarification was needed.

Assistant County Attorney Terrence Smith advised there was an administrative order that could be reviewed that explains the procurement process, which the Trust had a legal obligation to be in compliance.

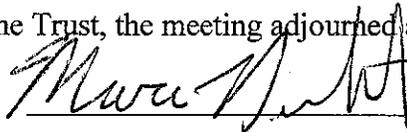
Ms. Toney commented that Mayor Carlos Gimenez held a position as co-chair for One Community One Goal organization and it would be beneficial for the Trust to have a presentation by the entities involved. She suggested using this framework in moving forward with the Trust strategic planning process.

Mr. John Dixon noted that he received an email from Ms. Barbara Montero regarding the Trayvon Martin case and she questioned MDEAT's perspective and the Trust's intended involvement.

Chairman Douthit noted that he believed the Trayvon Martin case was outside the scope of MDEAT and he mentioned that a Trust member was the chair of the Community Relations Board (CRB), which usually addressed these issues; however, he was not opposed to supporting an agency that took action on this matter.

Adjournment

There being no further business to come before the Trust, the meeting adjourned at 6:08 p.m.



Chairman Marc Douthit Esq.
Miami-Dade Economic Advocacy Trust



Board of County Commissioners'
MDEAT
July 17, 2013

Prepared by: (Karen Harrison)

EXHIBITS LIST

NO.	DATE	ITEM #	DESCRIPTION
1	07/17/2013	-	Clerk's Summary
2	07/17/2013	-	MDEAT Ballots
3	07/17/2013	-	Memorandum of Approval – Ron Butler
4	07/17/2013	-	Memorandum of Approval – Leigh Toney
5	07/17/2013	-	MDEAT Agenda Package
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**MIAMI-DADE ECONOMIC ADVOCACY TRUST BOARD OF TRUSTEES
MOTION AND APPROVAL BALLOT**

SUBJECT: Agenda Item 1A: Motion to approve the Memorandum of Approval requesting an allocation in an amount not to exceed \$2,000.00 from the Teen Court Budget to provide transportation for Teen Court youth to attend the following summer events: July 29, 2013 National Bar Youth Day; August 6, 2013 National Night Out in Bayfront Park; and 2013 Safe Summer Program.

Motion made by: Mr. Carlos Morales

Seconded by: Mr. Charles Sims

	MEMBERS	YES	NO	ABSENT
1 st Vice Chair	Butler, Ron	X		
Chairperson	Douthit, Marc, Esq.	X		
	Johnson, Stephanye			X
	Montero, Barbara B.			X
	Morales, Carlos E.	X		
	Ray II, George	X		
	Reverend Richardson, Walter T.			X
	Rodgers, Treska V.			X
	Sims, Charles	X		
2 nd Vice Chair	Toney, H. Leigh	X		
	Vacant	Vacant	Vacant	Vacant
	Vacant	Vacant	Vacant	Vacant
	Vacant	Vacant	Vacant	Vacant
	Vacant	Vacant	Vacant	Vacant
	Vacant	Vacant	Vacant	Vacant
	TOTALS	6	0	4

 X APPROVED

 NOT APPROVED


 Miami-Dade Economic Advocacy Trust
 Chairperson

7/17/2013
 Date

**MIAMI-DADE ECONOMIC ADVOCACY TRUST BOARD OF TRUSTEES
MOTION AND APPROVAL BALLOT**

SUBJECT: Agenda Item IC: Motion to approve the Memorandum of Approval requesting an additional expenditure in an amount not to exceed \$15,000.00 that would come from a budgeted amount of the following MDEAT Divisions: Housing, Youth Services, Economic Development, and Administration to extend the agreement to October 31, 2013 between MDEAT and the Greater Miami Service Corporation for a service project to restructure and organize MDEAT's storage area of files.

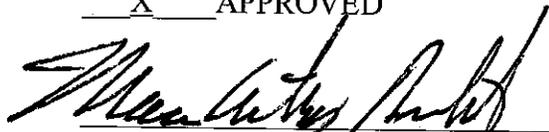
Motion made by: Mr. Carlos Morales

Seconded by: Mr. Ron Butler

	MEMBERS	YES	NO	ABSENT
1 st Vice Chair	Butler, Ron	X		
Chairperson	Douthit, Marc, Esq.	X		
	Johnson, Stephanye			X
	Montero, Barbara B.			X
	Morales, Carlos E.	X		
	Ray II, George	X		
	Reverend Richardson, Walter T.			X
	Rodgers, Treska V.			X
	Sims, Charles	X		
2 nd Vice Chair	Toney, H. Leigh	X		
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	TOTALS	6	0	4

 X APPROVED

 NOT APPROVED


 Miami-Dade Economic Advocacy Trust
 Chairperson

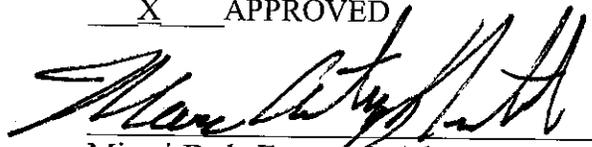
7/17/2013
 Date

**MIAMI-DADE ECONOMIC ADVOCACY TRUST BOARD OF TRUSTEES
MOTION AND APPROVAL BALLOT**

SUBJECT: Agenda Item 1D: Motion to approve the Memorandum of Approval requesting an allocation in an amount not to exceed \$13,000.00 for MDEAT to enter into a contract and sponsor a Black Girls Code Program that would target 35% of the participants from the targeted urban areas.

Motion made by: Mr. Charles Sims
Seconded by: Mr. Carlos Morales

	MEMBERS	YES	NO	ABSENT
1 st Vice Chair	Butler, Ron	X		
Chairperson	Douthit, Marc, Esq.	X		
	Johnson, Stephanye			X
	Montero, Barbara B.			X
	Morales, Carlos E.	X		
	Ray II, George	X		
	Reverend Richardson, Walter T.			X
	Rodgers, Treska V.			X
	Sims, Charles	X		
2 nd Vice Chair	Toney, H. Leigh	X		
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	Vacant	Vacant	Vacant	Vacant
	TOTALS	6	0	4

 X APPROVED

Miami-Dade Economic Advocacy Trust
Chairperson

 NOT APPROVED

7/17/2013
Date

**MIAMI-DADE ECONOMIC ADVOCACY TRUST BOARD OF TRUSTEES
MOTION AND APPROVAL BALLOT**

SUBJECT: Agenda Item 1F: Motion to approve the Memorandum of Approval requesting an allocation in an amount not to exceed \$5,000.00 from the Economic Development Action Committee Budget and to authorize MDEAT staff to enter into a strategic partnership agreement with Young Professionals Network and Lab Miami to assist young entrepreneurs with start-up opportunities and resources for businesses within the community.

Motion made by: Mr. Charles Sims
Seconded by: Mr. George Ray III

	MEMBERS	YES	NO	ABSENT
1 st Vice Chair	Butler, Ron	X		
Chairperson	Douthit, Marc, Esq.	X		
	Johnson, Stephanye			X
	Montero, Barbara B.			X
	Morales, Carlos E.	X		
	Ray II, George	X		
	Reverend Richardson, Walter T.			X
	Rodgers, Treska V.			X
	Sims, Charles	X		
2 nd Vice Chair	Toney, H. Leigh	X		
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	Vacant	Vacant	Vacant	Vacant
	TOTALS	6	0	4

APPROVED

 Miami-Dade Economic Advocacy Trust
 Chairperson

NOT APPROVED
 7/17/2013
 Date

**MIAMI-DADE ECONOMIC ADVOCACY TRUST BOARD OF TRUSTEES
MOTION AND APPROVAL BALLOT**

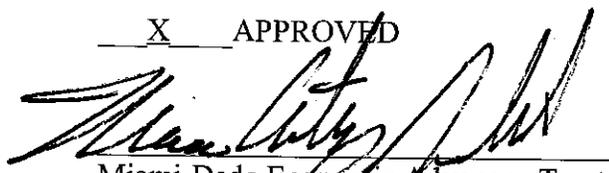
SUBJECT: Agenda Item 1H: Motion to approve the Memorandum of Approval requesting an allocation in the amount not to exceed \$20,000.00 from the Economic Development Budget to solicit a Request for Proposal (RFP) for a development plan for the North Central Dade Corridor inclusive of Poinciana Park.

Motion made by: Mr. Charles Sims

Seconded by: Ms. Leigh Toney

	MEMBERS	YES	NO	ABSENT
1 st Vice Chair	Butler, Ron	X		
Chairperson	Douthit, Marc, Esq.	X		
	Johnson, Stephanye			X
	Montero, Barbara B.			X
	Morales, Carlos E.	X		
	Ray II, George	X		
	Reverend Richardson, Walter T.			X
	Rodgers, Treska V.			X
	Sims, Charles	X		
2 nd Vice Chair	Toney, H. Leigh	X		
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	Vacant	Vacant	Vacant	Vacant
	TOTALS	6	0	4

 X APPROVED


Miami-Dade Economic Advocacy Trust
Chairperson

 NOT APPROVED

7/17/2013

Date

**MIAMI-DADE ECONOMIC ADVOCACY TRUST BOARD OF TRUSTEES
MOTION AND APPROVAL BALLOT**

SUBJECT: Agenda Item 1I: Motion to approve the Memorandum of Approval to authorize staff to expend an amount not to exceed \$48,600.00 during the fiscal year (FY 2013-14) for the development of the ordinance-mandated Annual Report Card/Scorecard proposed by Florida International University (FIU).

Motion made by: Mr. Charles Sims

Seconded by: Ms. Leigh Toney

	MEMBERS	YES	NO	ABSENT
1 st Vice Chair	Butler, Ron	X		
Chairperson	Douthit, Marc, Esq.	X		
	Johnson, Stephanye			X
	Montero, Barbara B.			X
	Morales, Carlos E.	X		
	Ray II, George	X		
	Reverend Richardson, Walter T.			X
	Rodgers, Treska V.			X
	Sims, Charles	X		
2 nd Vice Chair	Toney, H. Leigh	X		
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	Vacant	Vacant	Vacant	Vacant
	TOTALS	6	0	4

 X APPROVED



Miami-Dade Economic Advocacy Trust
Chairperson

 NOT APPROVED

7/17/2013
Date

**MIAMI-DADE ECONOMIC ADVOCACY TRUST BOARD OF TRUSTEES
MOTION AND APPROVAL BALLOT**

SUBJECT: Add-On Agenda Item 1J: Motion to approve the Memorandum of Approval to authorize staff to expend an amount not to exceed \$7,500.00 from the Economic Development Action Committee (EDAC) Budget to establish a program for selected Overtown merchants to become affiliated with the Miami-Dade Chamber of Commerce (M-DCC) to receive training on operational business tools.

Motion made by: Mr. Ron Butler

Seconded by: Mr. Carlos Morales

	MEMBERS	YES	NO	ABSENT
1 st Vice Chair	Butler, Ron	X		
Chairperson	Douthit, Marc, Esq.	X		
	Johnson, Stephanye			X
	Montero, Barbara B.			X
	Morales, Carlos E.	X		
	Ray II, George	X		
	Reverend Richardson, Walter T.			X
	Rodgers, Treska V.			X
	Sims, Charles	X		
2 nd Vice Chair	Toney, H. Leigh	X		
	Vacant	Vacant	Vacant	Vacant
	Vacant	Vacant	Vacant	Vacant
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	Vacant	Vacant	Vacant	Vacant
	TOTALS	6	0	4

 X APPROVED

 NOT APPROVED


 Miami-Dade Economic Advocacy Trust
 Chairperson

7/17/2013
 Date

STATE OF FLORIDA)
)SS:
COUNTY OF MIAMI-DADE)

I, HARVEY RUVIN, Clerk of the Circuit Court in and for Miami-Dade County, Florida, and Ex-Officio Clerk of the Board of County Commissioners of said County, DO HEREBY CERTIFY that the foregoing is a true and correct copy of the motions and votes tallied at the Miami-Dade Economic Advocacy Trust Board of Trustee's meeting of July 17, 2013, pertaining to agenda item(s): 1A, 1C, 1D, 1F, 1H, 1I, and Add-On Agenda Item 1J.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal on this 8th day of August A.D. 2013.



HARVEY RUVIN, Clerk
Board of County Commissioners
Miami-Dade County, Florida

By *[Signature]*
Deputy Clerk

SEAL

Board of County Commissioners
Miami-Dade County, Florida



MIAMI-DADE ECONOMIC ADVOCACY TRUST

MEMORANDUM OF APPROVAL

TO: MDEAT Board Members
FROM: Ron Butler, Economic Development Action Committee Chairperson
DATE: July 17, 2013
SUBJECT: North Central Dade Corridor Development RFP

PURPOSE OF ITEM

The purpose of this item is to request the authorization of the Miami-Dade Economic Advocacy Trust Board to let a RFP to solicit proposals from industry specialist regarding a viable strategy for the development of the North Central Dade corridor inclusive of Poinciana Park. The cost for the RFP is not to exceed \$20,000.00.

BACKGROUND

The Economic Development Action Committee (EDAC) is currently attempting to develop a viable strategy for the development of the North Central Dade corridor inclusive of Poinciana Park. The committee is requesting the issuance of a Request for Proposal to solicit the input of the development industry experts. The hope is to ascertain the highest and best use of the property. Additionally, the Committee is attempting to determine the most viable use of the corridor.

FISCAL IMPACT

The fiscal impact of this item is an amount not to exceed \$20,000.00 from the Economic Development Budget.

RECOMMENDATION

It is recommended that Miami-Dade Economic Advocacy Trust Board authorize staff to let a RFP to solicit proposals from industry specialists regarding a viable strategy for the development of the North Central Dade corridor inclusive of Poinciana Park. The cost for the RFP is not to exceed \$20,000.00.

RECOMMENDATION

It is recommended that the Miami-Dade Economic Advocacy Trust Board approve an expenditure, in an amount not to exceed \$7,500, from the EDAC budget for the establishment of a program for selected Overtown merchants to become an affiliate organization of the Miami-Dade Chamber of Commerce (M-DCC) to receive training in techniques, strategies and operational tools necessary to effectively manage and grow the Merchants Association.



MEMORANDUM OF APPROVAL

TO: Miami-Dade Economic Advocacy Trust (MDEAT) Board
FROM: H. Leigh Toney, Economic Development Action Committee Member
DATE: July 15, 2013
SUBJECT: Overtown Merchants Associations Affiliation Program with M-DCC

PURPOSE OF ITEM

The purpose of this item is to request the authorization of the Miami-Dade Economic Advocacy Trust Board to establish a program for selected Overtown merchants to become an affiliate organization of the Miami-Dade Chamber of Commerce (M-DCC) to receive training in techniques, strategies and operational tools necessary to effectively manage and grow the Merchants Association. The cost of this program will be in an amount not-to-exceed \$7,500.00.

BACKGROUND INFORMATION

A program for selected Overtown merchants to become an affiliate organization of the Miami-Dade Chamber of Commerce (M-DCC) to receive training in techniques, strategies and operational tools necessary to effectively manage and grow the Merchants Association. The Miami-Dade Chamber of Commerce is uniquely qualified to undertake this role based upon its more than 35 year history serving Miami-Dade County's Black business community and administering private and public sector programs. Throughout its history, the M-DCC has administered building façade programs, international trade missions and scholarship programs for the benefit of its members and black community. The Chamber's current Board of Directors includes persons representing and with expertise in higher education, hospitality and tourism, healthcare, government, marketing and special events management, utilities, organizational consulting, and aviation – all key industries in the Miami-Dade County. One Community One Goal Initiative – which enables them to serve as mentors and guides for the Overtown merchants. Moreover, the Chamber's existing operational structure – membership recruitment, member services, corporate relations, advocacy and special events – serves as a proven platform upon which to support, nurture and grow the Overtown Merchants into a viable business organization enabling member businesses to improve efficiencies and business practices that will attract a larger and wider target market of potential customers.

FISCAL IMPACT

The fiscal impact will not exceed \$7,500 from the EDAC budget.



MIAMI-DADE ECONOMIC ADVOCACY TRUST

BOARD OF TRUSTEES MEETING

JULY 17, 2013

Agenda



MEETING NOTICE

MIAMI-DADE ECONOMIC ADVOCACY TRUST

TRUSTEE BOARD MEETING

DATE: Wednesday, July 17, 2013

TIME: 3:30PM

LOCATION: Commissioner's Conference Room, 2nd Floor
Stephen P. Clark Government Center
111 NW 1 Street | Miami, FL 33128

Parking at Cultural Arts Center Garage
50 NW 2 Avenue | Miami, FL 33130



MIAMI-DADE ECONOMIC ADVOCACY TRUST

BOARD MEETING AGENDA

WEDNESDAY, JULY 17, 2013 | 3:30 PM

STEPHEN P. CLARK CENTER – 111 N.W. 1ST STREET | MIAMI, FL 33128
 COMMISSIONER'S CONFERENCE ROOM | 2ND FLOOR

Roll Call

- **DISCLOSURE OF CONFLICTS OF INTEREST**
- **QUERY FOR EARLY DEPARTURES**
- **Approval of Previous Meeting Minutes**
 February 20, 2013, March 20, 2013, April 17, 2013 4

- I. **Board Action Items**
 - A. Transportation of Youth to Summer Events 38
 - B. MOU Between MDEAT and Juvenile Services Department 40
 - C. MDEAT Interagency Service Agreement with GMSC Update and Extension 42
 - D. Black Girls Code Community Workshops 46
 - E. Miami-Dade College MOU Time Extension 49
 - F. Young Professional Network (YPN) and Lab Miami Strategic Partnership 52
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 - I. Annual Report Card and Score Card Proposal 60

- II. **Information Items**
 - A. Housing Advocacy Committee HAP Breakfast Series Recap 63
 - B. 3rd Annual Overtown Rhythm & Arts Festival – Status Report 65
 - C. EDAC Budget Update 69

- III. **Advocacy Items – Committee Updates**
- IV. **Chairperson's Report**
 By-laws Committee | Technology Action Committee | 2013-14 Strategic Planning Session
- V. **Executive Director's Report**
- VI. **Departmental Monthly Reports**
 - A. Fiscal 71
 - B. Housing 77
 - C. Teen Court/ Youth Services 82
 - D. Marketing and Public Information 87

- VII. **Next Meeting**

Adjournment

BOARD MINUTES

FEBRUARY 20, 2013

CLERK'S SUMMARY OF MEETING AND OFFICIAL MINUTES
MIAMI-DADE ECONOMIC ADVOCACY TRUST
MEETING February 20, 2013

The Miami-Dade Economic Advocacy Trust (MDEAT) convened in a meeting in the Stephen P. Clark Center, 111 NW 1st Street, 29th Floor Conference Room 29A, on February 20, 2013, at 3:30 p.m. The following MDEAT members were present: Chairman Marc Douthit Esq., Mr. Ron Butler, Ms. Barbara Montero, Mr. Carlos Morales, Mr. Stephen L. Herbert, Ms. Treska V. Rodgers, Ms. Leigh Toney, and Ms. Stephanye Johnson was late (Reverend Walter T. Richardson,, Mr. Robert Holland Esq., , Mr. George Ray III, and Mr. Charles Sims were absent).

ROLL CALL

The following staff members were present: MDEAT Executive Director John Dixon, Mr. Jose Gonzalez, Ms. Traci Pollock, and Deputy Clerk Karen Harrison.

DISCLOSURE OF CONFLICTS OF INTEREST

QUERY FOR EARLY DEPARTURES

Chairman Marc Douthit called the meeting to order at 3:50 p.m., and he noted that he would turn the meeting over to Vice Chairman Butler because he had to leave by 4:30 p.m. to go out of town.

Approval of Previous Minutes

There were no minutes to be approved at this time.

I. Board Action Items

A. Agreement to Expedite Office Clean-up

Mr. John Dixon explained the process of moving to the Stephen P. Clark Building that included transferring Teen Court Program files and Housing Assistance Program (HAP) files. He noted that some files needed to be shredded and others had to be filed as instructed by the housing division director. Mr. Dixon also noted that the foregoing item was a request to approve an agreement between MDEAT and The Greater Miami Service Corp (GMSC), which was an agency youth group under the Miami-Dade County Community Action and Human Services Department. He commented on the services provided by this organization, which included community service projects, and that he had worked with this entity in the past, which also provided services for parks and recreation projects within the community.

Discussion ensued among the Trust members regarding the GMSC agency and the type of work performed in the past.

Mr. Dixon explained the negotiation process that included meeting with GMSC along with the County Attorney's Office to come to an agreement regarding the foregoing item, which included the cost not to exceed \$7,000 and that the HAP Director would oversee this project. He said this service project was included in the MDEAT Budget, and that the \$7,000 would be the cost for the salaries of an hourly wage of \$11.00, for the services that include filing and shredding of unwanted files.

Chairman Douthit asked about MDEAT's obligation to maintain HAP and Teen Court files and was there a scheduled timeframe after the loan write-offs were implemented to shred those files.

Mr. Dixon noted he was not certain about the holding time for those files, but the increasing number of files was stored in MDEAT's Office, which had become a concern.

Discussion ensued among the Trust members regarding the holding time of the HAP files was based on the mortgage terms of the forgiven loan, which was five to seven years.

Chairman Douthit noted for clarification that part of this process of removing files was to perform an analysis to identify which files could be shredded.

Following further comments from Mr. Dixon regarding the storage of these files, Chairman Douthit asked had MDEAT staff considered a more technical way of storing the files by scanning them once they became inactive to minimize the paperwork.

Mr. Dixon noted the files that could be scanned would go through the process in an effort to eliminate repeating this exercise, but the entire set of files could not be eliminated.

It was moved by Ms. Treska Rodgers that the Trust approve an allocation not to exceed the amount of \$7,000.00 that would come from a budgeted amount from each of the following MDEAT Divisions: Housing, Youth Services, Economic Development, and Administration in order to enter into an agreement with the Greater Miami Service Corporation for a service project to restructure and organize MDEAT's storage area of files. This motion was seconded by Mr. Ron Butler, and upon being put to a vote, passed by 8-0 (Reverend Walter T. Richardson, Mr. Robert Holland Esq., Mr. George Ray III, and Mr. Charles Sims were absent).

II. Information Items

A. Teen Court Internship Program Report

Mr. John Dixon noted that the Teen Court Internship Program had its first student by the name of Jean Louis Reneson, a sophomore at Marion University in Indiana, to return home and complete his internship as a student volunteer for MDEAT from January 7th to January 23rd 2013. He noted that the student had also spoken at the Teen Court Conference in 2012 and during his internship he worked with the Teen Court staff.

In response to Chairman Douthit's inquiry about the continuation of this program as an open door to other students, Mr. Dixon said yes, this was discussed by the Economic Development Action Committee members, which included consideration of paid positions. He noted that he would be meeting with the County Attorney's Office to determine a legal process to arrange payments for student interns. Therefore, MDEAT would need to identify a formal process in selecting students and if possible provide a stipend to those youth, Mr. Dixon noted.

Responding to Chairman Douthit's comments on sending a thank-you letter or a token of appreciation from MDEAT to Mr. Jean Louis Reneson, Mr. Dixon noted that Mr. Reneson received a certificate of appreciation from Teen Court, and he would check and report back to the Trust.

Chairman Douthit recommended that a letter of appreciation be sent from the Trust acknowledging Mr. Reneson's efforts during his internship.

III. Advocacy Items – Committee Updates

Chairman Douthit noted that he had asked the Executive Director to incorporate all the division reports into his presentation, and if information was needed from a division director, it would be requested on a case-by-case basis, rather than have the entire MDEAT staff attend the Trust meetings. He noted this process would streamline the reports in an effort to become more efficient.

Mr. John Dixon commented on receiving a request to schedule another County Ethics training session for the Trust, which would be a refresher's course for some members. He also mentioned that he would be meeting with Commissioner Bell to discuss her responsibilities as chair of the MDEAT Nominating Council in order to fill the four vacancies on Trust Board. Mr. Dixon noted the efforts of working with the County Ethics Office to plan an Ethics training session before the new Trust members were appointed.

Mr. Dixon noted that in terms of the Contractors Resource Initiative, MDEAT would provide contracting plans to contractors in libraries countywide. He also noted that MDEAT staff met with the main library director and would be meeting with its staff members to identify other libraries that contractors could have access to contracting plans for large county projects in the form of a computer disc, or print format. Mr. Dixon indicated he had hoped to also meet with private companies to obtain private owned contract plans. He mentioned the different locations of the libraries, which included Homestead, North Dade Regional Library, Arcola Lakes and in the West area of Miami-Dade County.

Mr. Dixon advised the Trust members that a meeting with MDEAT's Foundation members was scheduled for next Friday, March 1, 2013, in Coconut Grove at 2:30 p.m. at the office of an attorney who was willing to represent the Foundation and serve as a registered agent.

Ms. Stephanye Johnson noted that the private attorney was in the process of becoming bar specialization certified.

Additionally, Mr. Dixon expressed excitement that this attorney was willing to provide her services to the Foundation at no cost.

Mr. Dixon noted that MDEAT would participate in an initiative with the Small Business Administration (SBA) and a regional director from Atlanta, Georgia on March 12, 2013, to be a part of an evening class conducted by Mr. George Ray III at the Miami-Dade College Campus. Therefore, MDEAT staff had planned to host a tour of Poinciana Park from 2:30 p.m. to 3:30 p.m., for the regional director and to meet with Commissioner Monestime and Mr. George Yap who in the past had received some funding from the SBA, Mr. Dixon noted. He indicated that the intent was to invite a group of business people to the meeting to hear a forecast of SBA, but with limited time it was not likely to happen.

Mr. Dixon noted that Mr. George Ray III had requested that an expense be included in the budget to attend the Congressional Black Caucus (CBC) meeting in September 2013 to lobby for the Trust in the MDEAT budget. He noted that Mr. Ray III had expressed interest in foreclosure issues, and he received an email regarding his ideas on assisting foreclosures, and that a detailed response would be sent to Mr. George Ray III regarding the responsibility of the MDEAT Housing Assistance Program (HAP) pursuant to the County Ordinance. Mr. Dixon said he would also make note that other County agencies were charged and funded to address foreclosure issues, in which MDEAT's efforts of assistance was through the HAP.

Mr. Dixon noted Mr. Ray III expressed interest in securing and renovating abandoned houses, and selling them under the housing program to people who met the qualifications. Additionally, in terms of the renovation process, organizations like the Habitat Housing Program, if interested in purchasing those homes, could invest in the labor and equity to renovate those homes. Therefore, the purpose of going back to the CBC was to secure funding for these types of initiatives mentioned.

Discussion ensued among the Trust members that the initiative mentioned by Mr. Dixon would be a MDEAT Foundation function, in terms of renovation of abandoned houses.

Ms. Stephanye Johnson noted that most of the lenders, which the subcommittee had been working with them hoping they would consider MDEAT, including the Housing Urban Development that had some properties, but was not willing to turn them over to a governmental entity; however, there were efforts to develop a package from the Foundation to address that. She noted that the Housing Action Committee (HAC) scheduled a meeting with Chase Bank this Friday to discuss some of their initiatives for charitable funding programs and identify how the Foundation could use some of those available options for a 501C3 organization.

Chairman Douthit noted he agreed that setting aside funds from the dedicated funding source in order to attend the CBC would be a problem, not because he didn't want to, but because it was against County regulations. However, in terms of identifying new funds from other sources, whether from the State or banks, he believed that an infrastructure needed to be prepared in order to receive funding, which MDEAT did not presently have.

Chairman Douthit asked the HAC to identify what can be used to develop an infrastructure to be more prepared when requesting funding as well as obtain information on the type of property inventory needed from these sources.

Ms. Johnson noted that in working with banks she discovered, in terms of donations, representatives were looking for entities that have experience in working with these particular projects. Therefore, the HAC was in the process of developing a team that would address the concerns of those banks, which involved contractors, developers, etc. She pointed out that the current cost to renovate property would be more than the sale of the property. Ms. Johnson noted HAC's efforts in developing those relationships with the banks and other resources.

Ms. Leigh Toney noted in terms of cities looking into land banking, she asked was there any value in this type of investment, because she believed that communities like Liberty City and Overtown would later have more valuable property to developers.

Discussion ensued among the Trust members regarding land banking, which was more popular in places like the Keys, than in the inner city areas, and that the few groups known that purchased and held on to properties until community development funding were received.

Additionally, Ms. Johnson noted that the process of purchasing properties had recently decreased and the focus was more toward non-profit organizations that had substantial track records, which was the biggest challenge. She indicated that currently open inventory of properties in the inner city were already taken because the purchased properties were being rented out at substantial lease amount. Ms. Johnson said that in this present time it was a landlord's market.

Chairman Douthit noted that in the past he had suggested MDEAT move in the direction of providing a rental assistance program under the Housing Assistance Program (HAP) because he knew this market was growing, but at that time it was not in the MDEAT's vision.

Ms. Johnson noted that currently the funding sources MDEAT received would not allow rental assistance; however, there would have to be other revenue sources for that type of program.

Chairman Douthit said that was his reason for asking the HAC to look for other options and programs that would assist people with housing, which he believed should include all types of housing like rentals.

Ms. Johnson commented on the discussions held by the HAC regarding the concept of lease to purchase contracts, asset development, and other ways to place people into affordable housing. She noted that homebuyers often could not afford purchasing homes therefore an educational program was needed to help them make sound decisions regarding the purchase of homes.

Chairman Douthit asked that the Executive Director contact Mr. George Ray III and inform him that he has been asked to be a part of the HAC so that he could be informed and updated on the program.

In response to Mr. Ron Butler's inquiry regarding expanding the mission of the Housing Assistance Program (HAP), Ms. Johnson noted yes because HAP's current mission addresses the down payment assistance, but as a collaborative effort it would not be a large expansion because the program included all the other entities that dealt with other assistance programs. She also noted that because MDEAT mainly addressed education, she believed there was a need to look more into programs that would directly help people with better resources, which were pointed out by a Housing Urban Development (HUD) representative at one of the HAP events.

Additionally, Chairman Douthit reminded the Trust members that the result of MDEAT's planning session included the focus on additional ways to provide housing assistance had become part of the plan.

In response to Mr. Ron Butler's inquiry, Mr. Dixon noted he would provide a copy of the minutes from MDEAT's Planning Sessions.

Discussion ensued among the Trust members regarding the plan to expand MDEAT's services and identifying other resources such as Federal Government assistance, which would have to be through the Foundation, once the infrastructure of the program was developed.

Discussion further ensued among the Trust members regarding the concerns expressed by Mr. George Ray III, which was to start the lobbying process so he could attend the CBC event to represent MDEAT.

Chairman Douthit noted that lobbying for MDEAT during the CBC event would also be effective at other times because the same people would be present. He recalled that past planned trips and expenditures made to the CBC was part of the reasons that major issues occurred with MMAP to become MDEAT.

Discussion ensued among the Trust members regarding the issue of lobbying through the Foundation, which was a 501C3 organization.

Mr. Dixon commented that in the past warnings regarding the separation of Trust member's participation versus involvement with the Foundation.

Chairman Douthit noted he believed it was beneficial for the Executive Director to attend the CBC; however, it should not be the decision of the Trust regarding whether the Foundation should send representatives.

Mr. Carlos Morales noted he understood the idea of wanting to expand the housing program, and he was fine with anyone going, but not as an expenditure of the Trust because it would be too questionable.

Following further discussion regarding the need to look at developing a structure and capacity before requesting funds, Ms. Leigh Toney noted MDEAT's creditability was at risk if the approach for Federal funding was not strategic.

Chairman Douthit pointed out that Federal funding may require more capacity than MDEAT had in place. He urged the Trust members to investigate other funding resources besides the Federal funding.

In response to Ms. Treska Rodger's inquiry regarding the function of Trust members who were involved with the Foundation and when other persons would be designated other than Trust members. Ms. Stephanye Johnson noted appointments would be made once the Foundation meetings moved forward and there was an initial structure set in place for the organization. She noted that in having the initial structure, the attorney had recently become a part of the Foundation, and the only persons currently involved were the Trust members who sat on both sides. Therefore, in moving forward, she noted a transition would take place in positions and the goal was to provide direction so the Foundation would function, and be totally independent with its own By-laws.

Mr. John Dixon advised the Trust members that he attended a meeting at Friendship Baptist Church, which had a discussion regarding the Sunlife Stadium that was more like an economic development meeting. He noted the contractor spoke about the lack of bonding and the recommendation was to do a joint venture if the contractors could not afford individual bonding.

Following that meeting, Mr. Dixon noted he and Chairman Douthit met with Commissioner Monestime regarding Poinciana Park, which led into a discussion regarding construction and bonding issues. Mr. Dixon noted that MDEAT had reached out to Mr. John Charlton, Matson Charlton Company, who was an expert in surety bonds, and hopefully an initiative regarding bonding would be developed after meeting with him.

Chairman Douthit commented on Mr. Charlton's expertise and his experience working with him as well as his collaborative work with the Miami-Dade Transit (MDT), which helped to eliminate several small steps missed by contractors that should be completed in advance. He noted that Mr. Charlton volunteered to do the same type of workshops for MDEAT as he had conducted for MDT to educate contractors. Chairman Douthit noted the other side of this objective was to take a look at the requirements imposed by the County, State, or City, etc., to obtain the necessary bond. He commented on the need for change on both ends, which included barriers in the system and the preparedness of contractors.

In response to Mr. Ron Butler's inquiry regarding the conversation with Commissioner Monestime concerning Poinciana Park, Mr. Dixon explained the discussion was about the idea of MDEAT funding a development plan through the Community Redevelopment Agency (CRA) in order to move forward.

The CRA has been talking about identifying the next steps, and the County has continued to move toward publishing a Request for Proposal (RFP), and the community has requested to give input particularly regarding a development plan, which was not in place for the County.

Mr. Dixon noted that Commissioner Monestime expressed concern regarding the community entities such as the various local CRA's having the capacity to move a development plan forward after it was created. Commissioner Monestime questioned the capacity of the CRAs to move the development plan with only the support of MDEAT, he noted.

Mr. Dixon thanked Ms. Treska Rodgers for her leadership of the Youth Action Committee that arranged for MDEAT to host a Teen Court hearing at the Black Police Precinct and Courthouse Museum on February 25, 2013. He noted that 20 judges were invited, and nine had confirmed they would attend, including the current Honorable Chief Judge Joel Brown.

Chairman Douthit advised the Trust members that he was relinquishing his seat to Mr. Ron Butler at 4:38 p.m. because he going out of town.

Mr. Dixon provided a description of the historical building that was built in the 1950s and the history of how the community protested to receive law enforcement in the area. He noted that the Teen Court hearing would be an opportunity to honor those Black judges, and he urged the Trust members to attend. Mr. Dixon also noted that Commissioner Edmonson confirmed that she would be in attendance.

Mr. Dixon reported that MDEAT began coordinating the business breakfast series regarding the Economic Development plan, starting in the City of Opa-locka with its Director of Community Development, Mr. Harold Brown, as the guest speaker. He noted that the City of Opa-locka was a targeted urban area (TUA), and the event would be held at Romo's Restaurant on March 14, 2013. He also noted that businesses listed on the City's occupational license list were invited to discuss topics concerning challenges that businesses may face. Mr. Dixon noted that the second business breakfast series would be held at Denny's Restaurant in South Dade within the TUA of Richmond Heights, tentatively in April, which (MMAP, former name of MDEAT) helped to fund that particular business.

The Teen Court Program would be moving forward with a possible breakfast event with Ms. Wansley Walters, Florida Department of Juvenile Justice Secretary, Mr. Dixon noted.

Following a discussion with Ms. Treska Rodgers regarding the planning process of the breakfasts, Mr. Dixon noted that if Ms. Walters and Judge Orlando Prescott agreed to come to morning breakfasts, this marketing event would be for Teen Court and geared toward the legal professionals in the community such as judges and attorneys. However, the evening events would be addressing chief leaders within the community.

Ms. Treska Rodgers clarified that once the Youth Action Committee attended the meetings of the chief leaders, meetings would be formed with the community concerning Teen Court.

Following comments made by Mr. Dixon regarding the efforts of the Housing Division, Ms. Stephanye Johnson noted planning meetings were in progress regarding the focus and goals, which were being finalized.

Mr. Dixon noted MDEAT staff would be meeting to host TUA meetings in North and South Dade areas with TUA leaders who would have a panel discussion to share their views with the community.

Ms. Rodgers recommended that MDEAT staff attend the Unrepresented People's Positive Action Council (UPPAC) meeting in Miami Gardens that was an already established venue within a TUA and was held every Saturday morning, which would provide insight of the community interests and concerns.

Discussion ensued among the Trust members regarding the history of UPPAC and that everyone should attend the meeting.

Mr. Dixon informed the Trust members that he and Ms. Leigh Toney would be meeting with the Mayor of the City of Miami Gardens to discuss an initiative entitled "Pop-Up Hood" on February 25, 2013.

Additionally, Ms. Toney explained that Pop-Up Hood (PUH) was a retail based initiative that started in several cities around the country. She noted that this organization targeted commercial properties that were vacant for more than a year, followed by negotiating rent free business space for a period of six to eight months to cultivate retailers to come in and operate their businesses as a way to revitalizing those areas. Ms. Toney also noted the strategy plan used by PUH was to surround those businesses with marketing support, joint marketing and special events. Therefore, the Economic Development Action Committee (EDAC) had been discussing ways to support retail businesses in the TUAs, and creating spaces of destination with viable businesses. She further noted that in meeting with the Mayor of the City of Miami Gardens, the EDAC hoped to receive support in this initiative by City officials presenting this initiative to property owners.

Ms. Stephanye Johnson pointed out that during the negotiating process to be mindful that the time of providing rent free space would be a donation to the non-profit grouping and beneficial to the property owner.

Mr. John Dixon noted he wanted to inform the Trust members that he received an email with some questions of concern from Ms. Renita Holmes who attended a MDEAT meeting. He read the response to the Trust members advising Ms. Holmes that MDEAT did not have a partnership with the Beacon Council to address economic development concerns within the Black community.

Ms. Treska Rodgers suggested that any written response to the public be reviewed by the County Attorney's Office.

Mr. Dixon noted that MDEAT hosted a meeting with Commissioner Monestime and County Department of Environmental Resources Management (DERM) and Real Estate Office regarding Poinciana Park. He noted DERM had conducted a study on the soil to determine whether it was contaminated particularly since it was being considered for development use. Mr. Dixon noted the concerns of Ms. Holmes regarding the contaminated soil in certain areas that could spread to the water and become a public health issue. He noted that the study from DERM reported that the use of the soil would be good for building homes and commercial buildings.

Mr. Dixon noted that Ms. Holmes offered consulting services to MDEAT and he advised her to send a proposal that would be presented to the Trust; however, he explained to her that the County required MDEAT to go through a Request for Proposal process, rather than hand pick someone to provide services. Mr. Dixon further noted that within the last two weeks he did not received anymore information from Ms. Holmes.

Discussion ensued among the Trust members that future correspondence responding to the public regarding them providing services should be reviewed by the County Attorney's Office first.

Mr. Stephen Herbert's request for a report on the Martin Luther King (MLK) Business Expo, which he noted should go on record as a phenomenal event.

Ms. Traci Pollock provided a brief overview of the MLK Business Expo event that took place on January 18, 2013. She noted that MDEAT hosted this event in collaboration with the West Perrine Community Development Corporation (CDC) as part of its 35th anniversary celebrating the legacy of Dr. Martin Luther King Jr. MDEAT extended space to approximately 85 vendors at the Palmetto Bay Village Center to network, and Commissioner Moss of District 9 was able to attend and greet everyone, Ms. Pollock noted. She commented on the survey that was conducted with about 100 participants who gave a favorable response.

Ms. Pollock noted that a request was received to implement a similar event in North Dade. She also noted that MDEAT staff had discussed some ideas to duplicate the event, but the intent was to provide more of MDEAT's presence at the next event.

Ms. Treska Rodgers noted that in terms of the Housing Assistance Program report, she thanked the MDEAT staff for the level of details provided; however, the report reflected it was for Blacks in the targeted urban areas (TUAs) and she noticed the report (HAP) reflected low numbers on the ethnicity breakdown of the HAP. She noted that she was aware that Hispanics were the main people who applied, but MDEAT, as an advocate needed to reach out and identify people who qualified.

In terms of outreach, Mr. Dixon commented on a past meeting that was held with a Chase Bank representative and the discussion on hosting homebuyer events at the bank branches within the Black communities, but could only do this after bank hours.

Ms. Stephanye Johnson noted that the MDEAT's HAP had conducted several outreach and educational programs to predominantly minority agencies like Vision to Victory and other African American churches as reflected in the report on locations of the presentations. She noted that the challenge was related to the educational side of the program so that was currently the area of focus, such as in assisting people with improving their credit. Ms. Johnson mentioned that MDEAT would be hosting a credit event that would help people be ready to purchase homes and this would be reflected in the report. She also pointed out that Blacks existed within the Hispanic group.

Discussion ensued among the Trust members regarding the work effort in increasing the number of Blacks in this report in order to justify the numbers because Blacks were counted in another category.

Ms. Johnson noted that after the mission of MDEAT was reviewed again to determine how to address this issue regarding housing the numbers should increase.

In response to Vice-Chair Ron Butler asked about the status of the MDEAT logo and branding in the efforts to move forward in marketing, Mr. Dixon noted that in terms of all the action committees the discussion focused on the idea of promoting the MDEAT Programs and accomplishments through a marketing company. He commended Ms. Pollock for her work efforts in taking hold of the several marketing projects that were successful. Mr. Dixon noted in order to market MDEAT's story through the media there would be a cost.

Ms. Pollock noted that she had provide Mr. Dixon with a marketing plan, which was costly because the branding of an organization, the logos chosen were pre-dated before she became a part of MDEAT staff, so she asked for an additional 90 days to create a tagline, logo and to evaluate how these different entities of MDEAT operate and were unified. She further noted this evaluation would also include the review of the efforts for outreach, and to have a grass-root presence as well as improve the orientation, education and interaction with the public. Ms. Pollock mentioned some of the steps she had taken to network and to identify internal and external marketing sources like linking into the social media programs.

Vice-Chair Butler noted that once the plan was presented, and approved by the Trust, a budget would be decided and allocated toward this marketing effort.

Adjournment

There being no further business to come before the Trust, the Trust meeting adjourned at 5:03 p.m.

Chairman Marc Douthit

Miami-Dade Economic Advocacy Trust

BOARD MINUTES

MARCH 20, 2013

**CLERK'S SUMMARY OF MEETING AND OFFICIAL MINUTES
MIAMI-DADE ECONOMIC ADVOCACY TRUST MEETING
MARCH 20, 2013**

The Miami-Dade Economic Advocacy Trust (MDEAT) convened in a meeting in the Overtown Transit Building, Community Action Human Services Department, in the 10th Floor South Conference Room on March 20, 2013, at 3:30 p.m. The following MDEAT members were present: Chairman Marc Douthit Esq., Mr. Ron Butler, Ms. Barbara Montero, Mr. Carlos Morales, Mr. Stephen L. Herbert, Mr. George Ray III, Ms. Leigh H. Toney, Mr. Charles Sims and Ms. Stephanye Johnson (Reverend Walter T. Richardson, Mr. Robert Holland Esq., and Ms. Treska V. Rodgers were absent).

ROLL CALL

The following staff members were present: MDEAT Executive Director John Dixon, Mr. Jose Gonzalez, Ms. Traci Pollock, and Deputy Clerk Karen Harrison.

**DISCLOSURE OF CONFLICTS OF INTEREST
QUERY FOR EARLY DEPARTURES**

Chairman Marc Douthit called the meeting to order at 3:43 p.m., and noted the discussion items would be addressed until the Trust reached a quorum.

Approval of Previous Minutes - January 16, 2013

Mr. Stephen Herbert referred to page 6 of the January 16, 2013, MDEAT Minutes and clarified that his statement concerned the necessity of obtaining information on the demographics of the targeted urban areas (TUAs), which were needed in order to move forward.

Chairman Douthit said the approval of the minutes would include Mr. Herbert's clarification.

It was moved by Mr. Ron Butler that the January 16, 2013, MDEAT minutes be approved with Mr. Herbert's clarification. This motion was seconded by Mr. Charles Sims and upon being put to a vote, passed by a vote of 9-0; (Reverend Walter T. Richardson, Mr. Robert Holland Esq., and Ms. Treska V. Rodgers were absent).

I. Board Action Items

A. MDEAT Historical Booklet

Mr. John Dixon referred to the Memorandum of Approval (MOA) and provided an overview of the foregoing item that was proposed by the Economic Development Action Committee to create a historical book spanning the time from MMAP (former name) to MDEAT. He said there was an assortment of available information and resources that would provide the community with a pictorial and history of this agency's accomplishments and upcoming activities.

Mr. Dixon described the two options listed in the MOA that included the following: a fiscal impact of \$27,000, and the other option would have smaller pages, had a fiscal impact of \$25,500. He noted the request included the cost to contract with an historian/writer to research and to compose the agency's information.

Mr. Dixon noted the transition from MMAP to MDEAT occurred in 2009 and MDEAT would be entering into its fifth year of operation in 2014.

Ms. Toney suggested that the milestone of MDEAT's fifth anniversary under new management be highlighted.

Discussion ensued among the Trust members regarding the purpose of producing this booklet, which included to be used as a marketing tool, and an historical collection of MMAP/MDEAT's history and accomplishments.

In response to Chairman Douthit's inquiry regarding whether the cost of this booklet was included in MDEAT's budget, Mr. Dixon noted that during the review of the outlined Economic Development budget, the allocated amount of approximately \$20,000 for the computer training program was not used due to a partnership agreement. He also noted there were other initiatives with resources that could be re-allocated within MDEAT's existing budget.

Further discussion ensued among the Trust members regarding the budget and how the quotes from similar projects presented at today's (3/20) meeting were obtained, and the need for this project to go through a Request for Proposal (RFP) process.

Ms. Traci Pollock clarified that the dollar amount presented for the layout of the graphic design was from the County's General Services Department, and the second part of the request involved conducting a RFP process in order to enter into a contract with an historian to research through the large amount of material from MDEAT.

Additionally, Mr. Dixon noted the County had designated consultants to conduct this RFP process.

In response to Chairman Douthit's inquiry as to whether the terms of the contract with the historian would include archiving this information for it to become an accessible database, Mr. Dixon noted this request could be included in the scope of work.

Discussion ensued among the Trust members regarding how the estimated cost was determined and the need to move forward to contract with an historian who would have to conduct interviews with people who played a role in MDEAT's history and to complete the research project before the end of the fiscal year, which was in October 2013.

Chairman Douthit indicated that the cost would be subject to the outcome of the RFP, but the total amount should not exceed \$27,000.

Responding to Mr. Carlos Morales' inquiry, Mr. Dixon noted the intent was to distribute 15,000 copies of the booklet with the Board's assistance, to policy makers, and leaders in the community.

Ms. Barbara Montero noted if this project could be in conjunction with a website, it would reach a larger audience. She suggested that the communication strategy be more comprehensive with many channels coming into it.

Mr. Ron Butler noted the Economic Action Committee members believed that the creation of this booklet would be a good way to tell MDEAT's story. He said that he was in favor of using multiple media sources, but this was not likely with the limited funding of \$27,000; however, social media and other sources should be considered.

Chairman Douthit recommended that the Trust members consider this item in two separate phases. He said that the first phase included hiring an historian to archive, catalogue, and write the history of MDEAT, which had an independent value, followed with identifying the most effective way to

disseminate that information. He suggested that rather than addressing this item in the manner stated in the Memorandum of Approval, the more efficient process would consist of using the \$15,000 to conduct the first phase of the work, followed by staff bringing the completed work back to the Trust to approve the second phase.

Discussion ensued among the Trust members regarding the timeline for processing a RFP and gathering the historical data, which was approximately a four-month window leading into the budget review for the next fiscal year.

Mr. George Ray III noted for the record that he believed in the importance of sharing the history of MDEAT, but he believed there was a better way that was less expensive, which would allow more funding for organizing activities that would help this community and create more economic development.

Ms. Leigh Toney recommended that the foregoing proposal be presented in the form of a historical booklet. She noted this would also be an opportunity to change the public's perception of MDEAT, and to include the past five years of work performed by the newly-appointed Trust members. She further recommended that an annual report be published thereafter to inform the public about the work performed by MDEAT.

It was moved by Ms. Toney that an amendment of the Memorandum of Approval and an allocation in an amount not to exceed \$15,000.00 in order to contract with a historian/writer to research, catalogue, and archive the historical records of MMAP (former name) and the five years of MDEAT as well as create an annual report for the public, and to come back to the Trust to determine the source of publication and expenditures. This motion was seconded by Ms. Stephanye Johnson, and upon being put to a vote, passed 9-0 (Trust members Reverend Walter T. Richardson, Mr. Robert Holland Esq., and Ms. Treska V. Rodgers were absent).

B. Black Business Guide

Mr. John Dixon provided a brief overview of the request for MDEAT to partner with the Black Affairs Advisory Board (BAAB) to create a Black Business Guide (BBG) for Miami-Dade County. He noted staff was still working with the Chief Economist's Office to identify the businesses within the TUAs so MDEAT could display a special section within the BBG that would include maps and businesses within those TUAs. Mr. Dixon referred to the handout and noted the cost to create this portion of the BBG would be \$12,000, which was included as a line item for the first time in the MDEAT budget.

Discussion ensued among the Trust members regarding the size of the BBG and the need for the guide to be smaller, more user-friendly and easier to store for travel; however, the size could affect the legibility of the maps.

Further discussion ensued among the Trust members that once the MDEAT section draft of the BBG was complete staff would come back to the Trust for approval to be part of the document already created by the BAAB.

Ms. Toney inquired about the overall cost to produce the entire BBG, and said she wanted to ensure that MDEAT shared a fair portion of the cost and the return on the investment.

Mr. Sims noted for clarification that the expenditure covered the research and cost to publicize MDEAT's section in the BBG. He pointed out that the information from the research could be used again in the future.

It was moved by Ms. Leigh Toney to approve an allocation amount not to exceed \$12,000.00 for MDEAT to enter into an agreement with the Miami-Dade Black Affairs Advisory Board to publish a Black Business Guide consisting of retail, wholesale, entertainment, and other services in addition to the services provided by MDEAT in the targeted urban areas (TUAs) of Miami-Dade County. This motion was seconded by Ms. Barbara Montero, and upon being put to a vote, passed by a vote of 9-0; (Trust members Reverend Walter T. Richardson, Mr. Robert Holland Esq., and Ms. Treska V. Rodgers were absent).

C. Teen Court Article – Legacy Magazine

Mr. John Dixon provided an overview of the foregoing proposal that was approved by the Trust that MDEAT staff work with Legacy Magazine during Black History Month to promote the agency and its activities. He noted this request was from the Economic Development Action Committee (EDAC) to continue working with Legacy Magazine to publish an article regarding the Teen Court Program for the April edition. He said the cost for the half page ad was in the EDAC budget.

It was moved by Mr. Ron Butler to approve the publication of an article on the Teen Court Program in the Miami Herald Business Monday's supplement, entitled "Legacy," under the same terms as stated in the January 16, 2013, MDEAT Agenda Item 1H Ballot, and that the shared expense would come from the Teen Court Budget FY 2012-13 marketing budget approved by the Trust. This motion was seconded by Ms. Barbara Montero, and upon being put to a vote, passed by a vote of 9-0; (Trust members Reverend Walter T. Richardson, Mr. Robert Holland Esq., and Ms. Treska V. Rodgers were absent).

II. Information Items

Mr. John Dixon requested that the presentation on the Foundation for Youth and Economic Development (FYED) by the FYED Board members be added to the MDEAT agenda. He apologized and noted that after sending out an addendum to the MDEAT agenda staff realized that this presentation was not included.

Ms. Stephanye Johnson provided an overview and plans to work with the FYED. She also noted questions that were raised by FYED members regarding clarification that the Foundation was to assist MDEAT in programs related to the goals and mission of both organizations. Therefore, this discussion if agreed was to formalize a working relationship into a memorandum of understanding (MOU), rather than into By-laws, which would allow the two organizations to work collaboratively on forthcoming projects, she noted.

Ms. Johnson noted during the Foundation meeting, the representation by the attorney was confirmed and that she would be working with the Foundation members as a registered agent, rather than an attorney.

Chairman Douthit said that one of the concerns raised was the relationship between the Trust and the Foundation, and what would be the obligations of the Foundation, in terms of supporting the programs of the Trust because shortly the Foundation would be a complete autonomous entity. He said that he had asked the County Attorney's Office to provide some insight regarding the appropriate relationship between those two bodies.

Assistant County Attorney Terrence Smith noted an Oversight Review Board was established before the transition from MMAP to MDEAT. He explained that the Board of County Commission (BCC) by ordinance created this Trust, and as an extension of the Trust the Foundation, a not-for-profit organization, was created to help the Trust obtain funding. He noted Section 2-506, Sub-Section C of the Code provides that the Trust shall identify and develop a variety of alternative funds, seek and apply for state, federal and private grants, included but not limited to philanthropic and non-tax based sources. Assistant County Attorney Smith noted he believed the intent was to delegate that authority to the Foundation, which would be in a better position to apply for the funds to help the Trust. He said he did not believe that the Foundation had any other authority nor was the Trust given authority to delegate any additional powers to the Foundation, in terms of operating Trust programs.

Following further discussion among the Trust members regarding the purpose of the FYED was to only assist MDEAT in obtaining funding, Chairman Douthit acknowledged the representatives of the FYED who were present at today's (3/20) meeting, and asked that they introduce themselves.

Mr. Patrick Eichholtz introduced himself as a member of the Foundation and employed by Chase Bank.

In response to Mr. Ron Butler's comment, Assistant County Attorney Smith advised that the Trust and FYED were separate entities, and the Trust had its own Board members.

In response to the Assistant County Attorney's question as to whether the FYED would have legal representation, Ms. Johnson clarified that it was confirmed during a discussion that the Foundation would have an attorney who would sit on the Board as a registered agent, but not as a representing attorney for FYED.

Assistant County Attorney Smith noted the FYED needed legal advice to ensure its compliance with the Sunshine Laws and public record regulations because as an extension of MDEAT, FYED was governed by those regulations.

Following the Assistant County Attorney's explanation using the example of a similar case with the Miami-Dade Public Housing and Community Development, Ms. Johnson requested this information to be forwarded to the FYED because initially the Board members believed there was no need to comply with the Sunshine Laws.

Assistant County Attorney Smith advised the Trust members to take precautions particularly because with two Trust members sitting on the Board of the FYED there would be matters that would eventually come from FYED to the Trust for consideration that would involve Trust, which would be covered by the Sunshine Laws.

Chairman Douthit noted prior to this meeting he believed that the attorney who attended the FYED meeting would be its representing attorney, rather than a Board member. He said that he would eventually want to be removed from that Board because he did not believe that the Chair of the Trust should be a FYED Board member; however, due to its interim stages, he said he understood. Subsequently, once FYED was fully staffed, he suggested that the Executive Director be the only liaison between the two bodies.

Chairman Douthit noted the purpose of today's (03/20) meeting was to put those issues on the table and to serve as a catalyst to speed up the process of removing the Trust members from the membership of the FYED Board and to identify other potential members.

Discussion ensued among the Trust members regarding the purpose of the FYED, which was to help the Trust achieve its goals.

Assistant County Attorney Smith advised that as the Trust members were removed from the FYED there should still be a close connection between the two entities to ensure that the Trust maintains some control over the FYED. He noted the two organizations should have a single purpose to avoid the problems that occurred with the Miami-Dade Public Housing and Community Development.

Ms. Leigh Toney asked whether it would be a conflict of interest if the Trust members served on the FYED Board; and if only one Trust sat on the FYED Board while all the other Board members had no connection to the Trust would the By-laws allow the mission, goals and operation to be expanded; and if so, could limits be imposed in order to prevent the FYED members from going beyond the County's interpretation of their purpose.

Chairman Douthit pointed out that he had asked the County Attorney's Office if there was any recommended language or existing By-laws that would set limits without interfering with the FYED's mission.

Assistant County Attorney Smith advised that the only other entity that had a similar structure was the Housing Finance Authority and its Foundation, with Ms. Patricia Braynon serving as the liaison between the two organizations; however, he noted, he would need to review their By-laws. He stated that he was unsure as to whether a conflict of interest existed, and recommended that an official opinion be sought from the Commission of Ethics and Public Trust (COE) on this issue.

Discussion ensued among the Trust members regarding the specific purpose of the FYED, which was to help MDEAT identify funding and to become self-sufficient without solely relying on County funding.

Further discussion ensued among the Trust members regarding the necessity to closely monitor the FYED's activities to ensure that its operation complied with the Sunshine Law.

In response to Mr. George Ray's question as to whether it was possible for the Trust to expand its control of the Foundation without having two members on the FYED Board, Assistant County Attorney Smith noted he would have to conduct further investigation; however, the intent of the Chair was to keep the Trust members separate from the Foundation Board members with a single liaison between the two organizations.

Chairman Douthit provided an overview of the history of the FYED, noting a member of MMAP (former name of MDEAT) was instrumental in creating the FYED, and pursuant to the Commission on Ethic's advice she later resigned from the Trust to become the Executive Director of FYED.

Discussion ensued among the Trust members regarding the County Ordinance to which the Assistant County Attorney referred earlier to that was in place since 1992.

Assistant County Attorney Smith reminded the Trust members that the purpose of the Oversight Review Board was to examine the problems that occurred with the previous MMAP Board and its Foundation, which resulted in an evaluation of all its activities. He urged the Trust members to not focus on the past Board because of the problems that existed.

Chairman Douthit acknowledged the presence of Ms. Karen Moore who was a member of the FYED.

Mr. George Ray III expressed concern regarding only one Trust member sitting on the FYED Board, noting he believed that all Trust members should be involved and have more input and influence on the daily activities of the FYED. He said he believed that one Trust member sitting on the FYED Board was insufficient and reports on its activities would not provide the necessary control.

Chairman Douthit noted he believed the feedback from the COE would help determine how to move forward regarding the dual membership of the Trust and Foundation members. He observed that some issues may come up before the two bodies, and the decisions made would depend on whose interest the members were defending.

Mr. Stephen Herbert questioned the decision-making process of allocating the funds that would be raised by the FYED, and who would decide which projects would be funded. He pointed out that if the two organizations did not agree on these decisions it could be problematic as the Foundation would be issuing the cheques. He said that from a regulatory compliance standpoint it made sense to keep the two organizations separate; however, he inquired, how would the two organizations come together to ensure that the ultimate goal was met. Mr. Herbert stressed that there must be joint representation within both entities to provide adequate input, in terms of allocating funds.

Chairman Douthit read the following the questions that he proposed to the County Attorney's Office:

1. Does the County Attorney's Office have any suggested By-laws or recommended provisions to be included in the By-laws of the Foundation to clarify its limitations and focus on MDEAT programs
2. Was there any guidance on developing a structure to ensure that the FYED focused on obtaining funding for the Trust Programs

Chairman Douthit noted in terms of the Trust members sitting on the FYED Board, the COE would be able to provide insight, and if it was determined that the Trust members could sit on the FYED Board, the Trust would need to determine its scope of involvement, including the number of members, etc.

In response to Mr. Charles Sims' question as to why it would not be possible for the Trust to mandate how the funds were allocated, Chairman Douthit noted the Trust was in the process of creating the Foundation By-laws and that was his reason for asking if that language could be included.

Further discussion ensued among the Trust members regarding the existing system to allocate funding in the County, which was based on an appropriation from the Board of County Commission; whereas the question under consideration was how to allocate funding received from state or federal grants.

Following further discussion, Mr. Ray stated that the Trust needed a more structured mechanism to control the activities of the Foundation because at the end of the day the Foundation was an extension of MDEAT, and its decisions would be a reflection on the Trust.

Ms. Toney noted she believed that the purpose of the FYED was to accomplish what MDEAT could not do, which was to have an entity that could apply for grants and other resources as a 501C3 organization. She suggested that the Trust codify the operations between MDEAT and the Foundation regarding the holding of joint meetings and the development of resource plans to pursue funding from sources such as Nike, Kellogg, etc. Ms. Toney said that these plans should be a collaborative effort between the Trust and the FYED in creating new proposals prescribed by the Trust during an annual resource development retreat and to identify grants to be pursued that would support the different divisions within MDEAT. She stressed that she did not envision the FYED operating separately from MDEAT.

Ms. Karen Moore agreed with Ms. Toney and said that as a new member of the FYED her concern was to ensure that FYED would accomplish those tasks that MDEAT could not legally fulfill. She asked whether there were specific activities that MDEAT was not allowed to do in furtherance of its strategic plan and mission that the FYED could more appropriately carry out in addition to sponsoring fundraising activities. Ms. Moore noted she was attracted to this mission because it provided the possibility to enable an organization to respond in an appropriate manner to the issues of the communities. She stated that the history of MMAP and MDEAT exemplified how administrative restraints could prevent an organization from serving the community in full capacity. She pointed out that the main question for the Trust members to answer was whether MDEAT was ready to be a free organization because FYED could be the path to a transition from a predominantly governmental organization to an advocacy organization that was self-supporting, and was based on what the Trust members wanted.

Chairman Douthit noted he believed that Ms. Toney's comments had captured succinctly what should be the relationship between the Foundation and MDEAT. He said the question was whether this would be achieved by having Trust members serve on the Foundation or by including language in the Foundation's By-laws that would limit its activities. He stated that receiving an opinion from the Commission on Ethics would be the next step in moving forward.

Chairman Douthit thanked the members of the FYED for attending today's (3/20) MDEAT meeting. He urged the Trust members to learn from the past errors committed by other agencies in order to come together and move forward.

A. Black Police Precinct

Mr. Dixon provided an overview of the foregoing item, which included MDEAT hosting a Teen Court hearing at the Black Police Precinct and Courthouse Museum for Black History Month. He noted during the event certificates of appreciation were presented to the judges, including the Chief Judge and new incoming Chief Judge of Miami-Dade County in recognition of their services in criminal justice. Mr. Dixon indicated that the Chair and some Trust members were in attendance at the event, which was hosted by Commissioners Edmonson and Monestime. Mr. Dixon commented on how unique the facility was and he encouraged the other Trust members to visit this venue.

B. Board Members Lobbying

Chairman Douthit noted that the foregoing item was covered in the previous discussion regarding the Foundation. He also noted he had requested a legal opinion from the County Attorney's Office regarding independent lobbying by Board members, or through outside entities.

Assistant County Attorney Terrence Smith noted this issue frequently arose when Board members independently went out and lobbied in favor of a big social issue; although there were no strict prohibitions, there was a concern if Board members undertook these actions without the consent of the Board. He noted that in order for a Board member to represent this Board, this action had to be sanctioned by the Board and the decision was at the Board's discretion. He pointed out the frequent occurrences of this issue during in an attempt to conduct fundraising, which was the reason for creating the FYED organization.

Assistant County Attorney Smith advised that the Dade Delegation was the County's lobbying entity and was responsible to lobby for funding so there was no need for the County Commission to delegate this authority to MDEAT; however, this authority was delegated to the Foundation. He advised the Trust members to operate under the jurisdiction of the County Ordinance.

Mr. George Ray III said he believed that the County's lobbyists did not lobby for MDEAT's issues, and this charge was specifically given to this Trust. He noted he also believed that when the Trust members advocated for resources for this organization and for the people of this community that it should not be considered as lobbying because it did not interfere with the work of the County's lobbyists. Mr. Ray indicated that three months ago he requested that a budget be developed for two to three Trust members to attend the Congressional Black Caucus (CBC) event in Washington D.C. He pointed out that no federal funding had been provided to MDEAT in over ten years. He said that Mr. Dixon recommended that he discuss this with the Housing Assistance Committee, but this request for funding was for every division within MDEAT. Mr. Ray commended on his intent during this trip to Washington, D.C., which was to advocate not only on behalf of the people who were losing their homes to foreclosure in Miami but also on behalf of Miami's economic development, criminal justice system and other issues.

Mr. Ray urged the MDEAT members to revisit the organization's strategy in accomplishing its mission, particularly since the Trust was in the process of establishing the FYED. He referred to page four of the powers and duties of MDEAT, which reflected that the Trust shall identify and develop a variety of alternative funding sources and shall seek and apply for state, federal and private grants, including but not limited to philanthropic and non-tax based sources. Mr. Ray said this would ensure MDEAT had a sufficient budget to grow and provide direct services to the people of Miami-Dade.

In conclusion, Mr. Ray stressed the need to send representatives to CBC event to speak with government and elected officials who could assist MDEAT with these projects. He asked Chairman Douthit whether there was a plan to send some of the Trust members to the CBC in Washington, D.C., and expressed his concern regarding his repeated requests.

Chairman Douthit pointed out that he did not have an individual plan, in terms of Mr. Ray's request, but rather this body had a plan, which was guided by the County ordinance. He said he believe that it was not crucial for the Trust members to travel to Washington, D.C. to attend the CBC event, because the same people were in Washington throughout the year. Therefore, if the Trust members decided that MDEAT needed to lobby for federal funding, it could be done at any time, and not necessarily during that event.

Chairman Douthit noted the reason this item was on today's (03/20) agenda was because it was his responsibility, after receiving Mr. Ray's proposal, to seek the advice of the County Attorney's Office regarding what was acceptable under the County Ordinance and to review documented obligations of MDEAT. He said that he had a copy of the audits that were conducted as a result of MMAP's difficulties, which reflected concerns regarding activities such as lobbying, and activities specifically related to the CBC event.

Chairman Douthit noted he believed that Mr. Ray's idea of providing direct services was a good one, but MDEAT did not have a programmatic structure to provide such services, and this was why the Trust worked with the committees and County agencies that provided these services to the community. He noted he did not oppose the idea of providing direct services, but the decision to move forward was at the discretion of the Trust as a whole. Chairman Douthit said that the other element that could be used in making this decision was the Oversight Review Board's report that reflected recommendations to create this entity. He asked that the Executive Director provide a copy of that report to the Trust members.

Mr. Ray reiterated his arguments in favor of attending the event of the CBC event to network, and asked the Chair to find a way to send Trust members to attend this event.

Chairman Douthit pointed out that it was not possible for Trust members to travel to Washington, D.C. to attend the CBC event because of Sunshine Laws restrictions. He noted for the record, that for this same reason he often did not return telephone calls from some of the members. Chairman Douthit said MDEAT needed to have a plan or program in place and develop a structure or an entity before requesting funding.

Assistant County Attorney Smith advised the Trust members that the Sunshine Laws applied everywhere in the country. He explained that the County Ordinance provided that the Trust members serve without compensation and would be entitled to reimbursement for necessary expenses. Assistant County Attorney Smith advised that sending Trust members to the CBC event was not a necessary expense; the expenses contemplated by the Ordinance included parking fees, and minimal fees incurred in serving on the Board. He pointed out that unnecessary trips made by Trust members were one of the reasons for MMAP's difficulties.

Mr. Ray noted if he had received the reports requested from staff on Housing and Economic Development there would be a possibility to justify this request.

Ms. Barbara Montero expressed her appreciation for Mr. Ray's passion for this item, but pointed out the need to obtain a consensus from the Trust members, because the decision would be made by the whole Board.

Ms. Stephanye Johnson noted many of the concerns mentioned in today's (03/20) meeting could have been addressed in the sub-committee meetings. She stressed that in the process of MDEAT carrying out its work, a collaborative effort was made with other entities because MDEAT had limited staff to independently provide direct services.

Mr. Ray explained that he did not attend the sub-committee meetings due to conflicting schedules. He suggested that the Trust organize a planning retreat in Washington, D.C. to coincide with the CBC event, in order to review MDEAT programs across-the-board and identify ways to secure funding.

Assistant County Attorney Smith explained that the audit report targeted the Trust's Planning Retreat that was held at a local hotel; therefore, to suggest that Trust members go to Washington, D.C. for a retreat would definitely trigger an investigation.

Referring to Mr. Ray's request and the Assistant County Attorney's advice, Mr. Stephen Herbert asked whether Mr. Ray's initiative could be carried out by the FYED as opposed to the Trust.

Mr. Charles Sims noted the need for a consensus regarding this project, and the Trust members needed to develop a plan. He suggested that if the Trust members agreed on a planning session to schedule a few hours to discuss these plans with the individual committees as well. Mr. Sims noted he was opposed to sending Trust members to the CBC event because there was no plan in place.

Discussion ensued among the Trust members regarding the role of the Trust versus the role of the Foundation; which organization should pursue funding; and the overlap that would occur if the Trust members began lobbying for funds.

Following further discussion, Mr. Ray requested that the Trust approve to schedule a planning session on funding.

It was moved by Mr. George Ray III that a planning session be organized for the Trust to determine ways to pursue state and federal funding for MDEAT's existing and upcoming programs. This motion was seconded by Mr. Charles Sims, followed by discussion.

Chairman Douthit noted he believed that any type of fundraising would fall under the purview of the Foundation; however, the Trust could have a joint planning meeting with the FYED members rather than have a separate meeting.

Mr. George Ray III withdrew his motion and moved that the planning session to determine ways to pursue state and federal funding for MDEAT's existing and upcoming programs be scheduled to include the Trust and the Foundation members. This motion was seconded by Mr. Charles Sims, and upon being put to a vote, passed by a vote of 9-0; (Trust members Reverend Walter T. Richardson, Mr. Robert Holland Esq., and Ms. Treska V. Rodgers were absent).

Mr. Stephen Herbert noted he believed that the joint meeting should take place to discuss funding sources, but in all fairness to the Foundation, the Trust should provide some tangible ways to demonstrate how the funds would be used.

Ms. Stephanye Johnson noted the objective of the FYED was to identify funding sources for the Trust's projects and obtain funding; however, the instructions regarding how to spend those funds would be dictated by the donors.

Ms. Leigh Toney recommended that the planning session be facilitated by a professional fundraiser who could help to identify possible grants; how to apply for these grants; and how to obtain these resources for program that converge with the County's requirements.

Discussion ensued among the Trust members regarding the importance of targeting specific projects for the funds before making a request for funding.

Mr. Ray reiterated his request for the planning session to be on a Saturday when most Trust members would have more time, and the need to have a presence in Washington because the CBC would be able to contribute to MDEAT's mission.

Discussion ensued among the Trust members regarding having a professional planner facilitate the planning session.

III. Advocacy Items – Committee Updates

IV. Executive Director's Report

Chairman Douthit announced that the report from the Executive Director was included in today's (3/20) MDEAT Agenda Package. He asked whether there were any questions regarding any of the items.

Adjournment

There being no further business to come before the Trust, the Trust meeting adjourned at 5:35 p.m.

Chairman Marc Douthit
Miami-Dade Economic Advocacy Trust

BOARD MINUTES

APRIL 17, 2013

**OFFICIAL MINUTES
MIAMI-DADE ECONOMIC ADVOCACY TRUST
MEETING April 17, 2013**

The Miami-Dade Economic Advocacy Trust (MDEAT) convened in a meeting in the Stephen P. Clark Center, 111 NW 1st Street, 2nd Floor Conference Room on April 17, 2013, at 3:30 p.m. The following MDEAT members were present: Chairman Marc Douthit Esq., Mr. Ron Butler, Ms. Stephanye Johnson, Mr. Carlos Morales, Mr. George Ray III, Ms. Treska V. Rodgers, Mr. Charles Sims, and Reverend Walter T. Richardson was late (Ms. Barbara Montero, Mr. Robert Holland Esq., Mr. Stephen L. Herbert, and Ms. Leigh Toney were absent).

ROLL CALL

The following staff members were present: MDEAT Executive Director John Dixon, Mr. Jose Gonzalez, Ms. Traci Pollock, and Deputy Clerk Karen Harrison.

**DISCLOSURE OF CONFLICTS OF INTEREST
QUERY FOR EARLY DEPARTURES**

I. Board Action Items – NONE

Chairman Marc Douthit called the meeting to order at 3:50 p.m., and noted that there were no action items on today's (4/17) agenda therefore the meeting would begin with the discussion items.

Additionally, Chairman Douthit announced that he had received a letter of resignation from Trust member, Mr. Stephen L. Herbert, who indicated that his other obligations had become a conflict with his commitment to MDEAT. He commended Mr. Herbert on his contributions to the Trust; however, this came at an appropriate time because MDEAT was in the process of selecting new Trust members for the vacant positions.

Discussion ensued among the Trust members regarding the other vacancies on the Trust; the possibility of hearing from Mr. Robert Holland regarding his position as a Trust member; and the Board taking action according to its By-Laws.

In response to Chairman Douthit's comment, Mr. John Dixon clarified that a letter was sent to Mr. Holland regarding his decision to serve on the Trust; however, there has been no response to date.

Mr. Dixon advised the Trust members there were approximately five vacancies on the Trust, which included past members who had not been on the Board for a time, including the seat held by Mr. Holland. He also advised that there were five new applicants pending the election from the Nominating Council.

In response to Mr. Ron Butler's inquiry regarding what action was taken if multiple meetings were missed by a Trust member, Chairman Douthit noted the Board had the authority to take action to remove a member from the Trust.

Responding to Mr. George Ray III, Chairman Douthit noted that the By-Laws indicated if a Trust member had three to four unexcused consecutive absences, that member could be removed by the Board.

Mr. Dixon reminded the Trust members that a letter was mailed out by the Chair to the Trust members regarding multiple absences, but no further action had been taken.

Additionally, Mr. Dixon noted that the County Attorney's Office had asked him to arrange a meeting with the Trust to review and update MDEAT's By-Laws.

Discussion ensued among the Trust members regarding the need to include the reviewing of the By-Laws during Trust planning session.

Chairman Douthit noted he believed that the language in the By-Laws was adequate, but enforcement was at the discretion of the Trust.

Following Mr. Ray's comments regarding reviewing the language of the By-Laws and taking action to replace Trust members, Mr. Dixon offered to email a copy of the MDEAT By-Laws to Mr. Ray.

Chairman Douthit explained that the Trust members could remove a member with reasonable cause, but were not authorized to replace members; that the designated Nominating Council, created by Ordinance and currently chaired by Commissioner Bell, was responsible for appointing new members to the Trust.

Mr. Ray III noted his focus was more toward addressing attendance issues and lack of participation with automatic triggers that would remove Trust members automatically after missing three consecutive meetings.

Chairman Douthit noted the By-Laws already had automatic triggers; however, he believed it always required a removal process. He also noted the reason there was no urgency in removing Trust members was because until the selection process took place by the Nominating Council there would be no appointed Trust members. Chairman Douthit advised that the Nominating Council would be meeting in May to address the existing vacant positions of the Trust, and at that time Mr. Stephen Herbert's position could be included. He further commented on the Sunshine Law restrictions which prevented him from directly contacting Mr. Robert Holland; however, noted a letter was sent by the Executive Director attempting to expedite the process of his resignation.

Additionally, Mr. John Dixon explained the transition that took place for the Chair of the Economic Development Committee from Commissioners Edmonson to Bell, who would also currently serve as Chair of the Nominating Council. He also commented on delays and issues that took place among the Nominating Council members not having the adequate amount of people to meet to appoint new Trust members, which would likely require the May Nominating Council meeting to be rescheduled.

Discussion ensued among the Trust members regarding the staff meeting with Commissioner Bell that would be held prior to the May Nominating Council meeting in order to review other options to move forward.

Chairman Douthit noted he intended to ask whether the Ordinance could be amended, in terms of having alternate members for the Nominating Council if the existing members could not attend.

Discussion ensued among the Trust members regarding the current process and ways to streamline the process of receiving new appointees for the Trust. It was noted that Chairwoman Sosa took proactive steps to meet with MDEAT staff to assist.

Additionally, Mr. Ron Butler pointed out that within the past three years the Trust had not formed another Personnel Committee which was part of the Trust's responsibility.

Chairman Douthit noted he would appoint a new chair of the Personnel Committee and would be announcing the appointee as soon as possible.

II. Information Items

A. Teen Court Presentation at Police Chief's Association Meeting

Mr. John Dixon provided a brief overview of the foregoing event held on April 3, 2013, which Chairman Douthit and Mr. Tony Williams, Director of Teen Court Division attended. He noted the event was combined with Chief of Police attendees throughout the county and the intent was to engage them into the Teen Court Program and forthcoming initiatives. Mr. Dixon commented on previous meetings and presentations made by Mr. Williams regarding the impact of crime countywide and to familiarize them with the Teen Court Program.

In response to the inquiry by Mr. George Ray III, Mr. Dixon noted the process in selecting youth for the Teen Court Program involved an agreement between MDEAT and Juvenile Assessment Center (JAC), which selected youth who met a certain criteria.

Additionally, Ms. Treska Rodgers noted the selection of youth was dependent on the type of crime, number of offenses, and whether they met criteria, but was not based a targeted area. She also noted that the statistical data in the MDEAT program packet reflected a high number of African American and Hispanic boys were enrolled in the program.

Mr. Dixon explained that the Teen Court Program started due to the number of Black males who were reportedly arrested for misdemeanors, but received criminal records. He noted the program was accessible for the minority youth who did not have the financial capacity to receive the needed assistance.

Discussion ensued among the Trust members regarding the tracking system that was based on the Districts and despite having limited resources there was a need to ensure these services were available in economically disadvantaged communities with the highest crime rates.

In response to the comments made by Mr. Ray III, Chairman Douthit noted this specific program was open to everyone and not based on targeted areas as some of MDEAT's other programs; however, the targeted areas were able to receive the same services.

Discussion ensued among the Trust members regarding the Teen Court Program being predominately held in the targeted areas as a focal part of MDEAT's advocacy program and the issue of restricting the services to a specific area when youth in other areas needed assistance.

Ms. Treska Rodgers noted the policy to serve only targeted areas would eliminate youth, including Blacks who needed assistance out of the Teen Court Program because they resided outside of those targeted areas. She indicated she understood the intent, but suggested using a different approach to increase assistance for youth in the targeted areas.

Mr. Ray III noted his expertise in this matter as a former employee of the Juvenile Justice system as well as being a former juvenile delinquent. He explained that the youth in these areas had limited options following an arrest, and in terms of the reflected numbers, expressed concern that the areas who had a greater need for these services were not receiving them. He opined that more services could be provided for male youth in the targeted areas.

Ms. Rodgers reminded the Trust members that the statistics reflected that these young males were not first-time offenders and were not eligible for the Teen Court Program due to the types of crimes committed. She invited Mr. Ray III to attend the committee meeting held on the second Thursday of each month and asked the members to identify an advocacy program that would target those specific areas. She noted this discussion was part of the committee member's intent to broaden activities in an effort to help eliminate recent crimes that had spread to adjacent communities.

B. Black World Guide Business Special Section

Mr. John Dixon noted that MDEAT staff met with the Black Affairs Advisory Board (BAAB) to discuss including businesses in the targeted urban areas (TUAs) in the Black World Business Guide, which was already in progress. He noted that MDEAT staff had been in the field identifying businesses and were creating a list of businesses in about 15-20 TUAs that included North and South Dade areas such as Miami Gardens, City of Opa-locka, Coconut Grove, Goulds and Naranja. MDEAT's section in the Black World Guide would focus on those areas, including maps that were being revised to provide business information and contribute to economic development, Mr. Dixon noted.

During discussion on the update of the information for Black Businesses on the County's website, it was noted that BAAB was waiting on the development of MDEAT's section in the Black World Guide to print and the deadline was June 2013.

C. Economic Development Business Breakfast Series Update

Mr. John Dixon provided an update of the Economic Development Business Breakfast (EDBB) that was held in the City of Opa-locka and noted that MDEAT partnered this through its Community Development Office under the direction of Mr. Howard Brown. He commented on the decreased participation compared to last year despite MDEAT's efforts that included working with the City of Opa-locka Occupational License Office to obtain information on businesses in the area; distribution of flyers; and media contact with local radio stations such as Hot 105.

In response to the inquiry made by Mr. George Ray III, Mr. Dixon noted the foregoing event was at no cost to MDEAT other than the time and work efforts put in by staff. In terms of scheduling the next EDBB, Mr. Dixon noted there was a meeting scheduled with Commissioner Edmonson on May 3, 2013. Mr. Dixon said MDEAT staff was drafting legislation related to business assistance programs for that area, and particularly in the Overtown community.

In response to the inquiry of Mr. Ray regarding the length of time these breakfasts were held and the record of success, Mr. Dixon said this was the second event this year and four EDBB events held last year had an average attendance of 30-40 people. He further explained these events were held at various restaurants throughout Miami-Dade County featured business services from local agencies and banks in addition to financial assistance from Certified Public Accountants (CPAs).

Mr. Dixon asked that Mr. Ray's recommendation that MDEAT develop an Urban Black Strategic Plan for Miami-Dade County, identifying certain industries to receive their input that would help quantify MDEAT's work, be presented to the Economic Development Action Committee (EDAC).

Responding to Mr. Ray's comment that he was unable to attend the EDAC meetings in the past, Mr. Butler suggested that he send Mr. Dixon the information via email in order to add it to the committee's next meeting agenda.

Chairman Douthit spoke about proposed legislation that would be developed to create special business districts with set rules, special permitting, and code enforcement issued on a block by block basis. He

noted this program would require collaboration between the police department and property owners on individual blocks to provide wrap-around services, which would then attract businesses to a specific district and provide access to certain types of funding designated to that district. He noted this type of program could be duplicated county-wide.

Discussion ensued among the Trust members regarding the creation of the block-by-block program in the TUAs, noting there would have to be a certain criteria met in the special business district. It was also mentioned that the proposed source of funds would likely come from the County's existing dollars.

In response to Mr. Charles Sims comments of concern regarding restrictions that could be imposed on such an innovative program if County resources were involved, Chairman Douthit said that issue was being considered; however, noted it could be beneficial as well.

Following further discussion on the intent of services to assist business owners with accessing funding sources; having wrap-around services for special permits; and an infrastructure to help people apply Chairman Douthit noted his findings, and said this proposal was still underway.

Mr. Ron Butler noted National funding was available for this type of work through a program titled "The Main Street".

Mr. Ray III expressed his support for this program and emphasized how critical long-term planning was in to order to quantify services. He noted that he believed a major business like the Port of Miami could do more for African Americans, in terms of hiring and internship, which was an area MDEAT had not addressed. He noted existing programs would not accomplish as much as this proposed plan, which would globalize business

In response to Mr. Ray's comments, Chairman Douthit noted that part of this process was to look at programs that could be replicated in other areas and incorporated into the plan. He noted as an example, there was a lack of cold storage in Miami-Dade County and these type of situations where there are needs and nothing had been implemented was an opportunity for MDEAT to identify how to supply community's need. Chairman Douthit encouraged the Trust members to research other states and areas in order for the Trust to identify ways to serve this County.

D. Culinary Incubator Initiative

Mr. Dixon noted EDAC was identifying ways to assist catering businesses with expansion by utilizing outside rental space. He cited, as an example, Chairman Douthit's cupcake business that utilized a church or restaurant facility when he needed a larger space. He informed the Trust members there were approximately 307 kitchens of this type in Florida and shared his experience at a facility he visited in Oakland Park, FL. He described the facility; noted the facility could be booked online; and that it was accessible 24 hours a day based on the allotted time.

During discussion of the kitchen operation, the need for partnerships was recommended and it was noted that two entities, North Miami Community Redevelopment Agency (CRA), which has an unfilled business incubator, and Johnson & Wales in North Miami, were considered.

Mr. Dixon commented on the intent to meet with the aforementioned businesses to seek partnership and noted he would be meeting with the CRA on April 17, 2013, to discuss the Community Development Block Grant (CDBG) application process, which was due the end of June 2013. In addition, Mr. Dixon said he had an application for a culinary kitchen that could be used to mirror the development of it for the CDBG.

Discussion ensued among the Trust members about conducting a survey or another vehicle by which the supply and demand from county businesses for this type of service could be determined; the need to develop a business plan in order to generate funds through the Foundation; and the need for an outside operator, regulated by the Department of Business and Professional Regulations (DBPR), which would cost approximately \$400,000 for equipment.

Additionally, Mr. Dixon noted that staff contacted the County's Real Estate Department to identify facilities the County could consider for this project.

Mr. Ron Butler noted in terms of a business perspective, he would like to know if the business that Mr. Dixon presented had been profitable.

Trust members discussed the need for more information on the business titled "Kitchen 953", which provided its information online.

Mr. Dixon noted in terms of funding and cost, this project would be planned for the fiscal year 2013-14, and any CDBG dollars received now would not be for this project.

Chairman Douthit commented on the need to review the process of kitchen rental and initial start-up costs, noting a number of catering services had the ability to cook but had issues related to food storage space.

E. Social Compact Miami-Dade City DNA Initiative Update

Mr. John Dixon noted the Social Compact presentation held at the downtown Main Library on April 11, 2013, consisted of an interactive display on the Miami-Dade City DNA as it relates to businesses and information was provided to the 100 participants.

Additionally, Mr. Jose Gonzalez explained that the City DNA Initiative provided the public online access to statistical data throughout Miami-Dade County by way of zip code or district. He noted the online link was featured on MDEAT's website, but the site was maintained by Social Compact. Mr. Gonzalez also noted that a manual would be created for people who were not computer literate and this service was currently available at no cost to the public. He said the PowerPoint presentation presented on April 11th would be included on the MDEAT website.

Mr. Ron Butler pointed out that during the presentation it was noted that 75 percent of county businesses were small, and having less than 10 employees therefore Miami-Dade County had very few major corporations.

F. MDEAT Trust Board – FYED Board Joint Meeting Update

Mr. Dixon noted, in preparation of the MDEAT – FYED joint meeting, several other meetings had been scheduled; one of which would be between Chairman Douthit and the Director of the Office of Intergovernmental Affairs (IA) to discuss lobbying.

Mr. George Ray III recommended the Director of IA attend the joint meeting with FYED, since MDEAT had not received federal funding in over 10 years. He expressed concern with the non-support of lobbying in Washington for funding during the Professional Black Caucus event. He noted MDEAT was charged by the County Charter Code to identify alternative funding sources, including federal resources, which had not been accomplished. He pointed out that MDEAT could not reach its capacity for helping communities without this process and stressed the importance of leaders being properly prepared to address urgent community issues such as cyber security and identity theft.

Mr. Ron Butler noted, at today's EDAC meeting, there was discussion related to technology and how to better educate the communities. He agreed there was a need for funding, but was uncertain as to the availability of federal dollars.

Chairman Douthit noted the purpose of the meeting with the IA was to engage in the area mentioned by Mr. Ray III. He said following this first meeting with the Director of IA, there would be other meetings that Trust members would be invited to attend.

G. Foreclosure Prevention Best Practices Meeting Recap

Mr. John Dixon noted despite interest in addressing prevention of foreclosure; MDEAT did not have a direct program for this service, but made a collaborative effort with other programs that provided these services.

Ms. Stephanye Johnson noted there was an initiative in progress involving the housing counseling industry and the focus was on compiling a strategic informational packet that reflected what would or would not work when dealing with foreclosures. She noted the information was obtained from a group of people who had 50 years of combined experience and that the focus was to identify more current applications in dealing with the current market as opposed to 20 years ago.

Ms. Johnson pointed out that large homeowner assistance meeting was hosted, but was unsuccessful because the same people attended with no results. She advised the Trust members that a more effective program had one-on-one housing counseling groups, was currently operating in the State of Florida. She said in an effort to advocate funding for the existing agencies, the purpose of coming together was to determine the best practices in developing businesses and to help move long-term unemployed individuals toward success.

In response to Chairman Douthit's inquiry regarding the current re-default rate on existing mortgages, Ms. Johnson noted the re-default rate made from modifications had slowed down because the modifications were not realistic and had to be revised and resubmitted. She explained the current mortgage loan modification process had improved, helping to eliminate large amounts being placed on the backend of a mortgage which had to be repaid when the house sold. Ms. Johnson commented on the process in addressing the shortage of inventory related to affordable housing. She noted that recently some people voluntarily gave up their homes, and, in some cases, received as much as \$30,000, resulting in a healthy balance and additional inventory to affordable homes.

In conclusion, Ms. Johnson noted that the loss of housing had the greatest impact on children and part of the research was identifying how to rebuild and make communities healthy again.

Mr. George Ray III noted he was supportive of this work, but he believed there was a greater need to help families save their homes. He also noted over the last three to four consecutive MDEAT meetings he had asked for a report to reflect data that quantified the success of MDEAT's work regarding foreclosure prevention. Mr. Ray III stated this information should be accessible to track through the partnering agencies in order to properly address economic development and provide MDEAT with the ability to advocate funding from different sources.

In response to Mr. Ray III comments of concern regarding the importance of foreclosure prevention versus the Culinary Incubator Initiative, Ms. Stephanye Johnson noted MDEAT's Housing Assistance Program (HAP) was specifically funded to assist homebuyers; however, staff worked with other agencies that provided those services. Ms. Johnson explained some families did not take the courses offered by MDEAT that would have been an aid in making good buying decisions.

Ms. Johnson noted that Mr. Ray's request for reports from the agencies that provided services on preventing foreclosures was forwarded to the agencies; however, MDEAT staff had not yet received the information. She also noted that the next full HAP meeting would be at the end of May 2013, and that Mr. Ray III would be notified once the meeting date was finalized.

III. Advocacy Items – Committee Updates

A. Juvenile Justice Forum – May 6, 2013

Mr. John Dixon noted the Juvenile Justice Forum would be held at the downtown Main Library Auditorium at 1:30 p.m. on May 6, 2013, and State Secretary Wansley Walters would be attending. He also noted changes from the memorandum within the MDEAT package and that J.D. Patterson, Miami-Dade Police Director would also be present to discuss juvenile justice from the State and County viewpoint. Mr. Dixon noted the legal and criminal professionals who attend would be connected to Teen Court students from the law enforcement high school, affording the students the opportunity to interact and be mentored by these attorneys and probation officers.

Reverend Walter Richardson commented on the need for MDEAT Teen Court to become involved with the Miami Dade County Youth Commission, which was organized through the Community Relations Board.

Additionally, Ms. Treska Rodgers pointed out efforts were also being made to involve professional individuals in Teen Court participation.

Mr. Dixon noted that staff had already met with five legal associations regarding Teen Court to engage them into this event, as the Trust had recommended.

IV. Executive Director's Reports

Mr. John Dixon noted he was contacted by a representative of the MLK Economic Development Corporation regarding a meeting scheduled for April 24, 2013, at 6:00 p.m. He said the meeting would be focused on the referendum of the Sun Life Stadium in lieu of the many biddings sent regarding the stadium. He noted the MLK would be requesting certain changes that would benefit the Black community, which included returning the eight percent tax funds to MDEAT that was given to the Beacon Council. He noted he would be attending that meeting to see the outcome.

Mr. Ron Butler reminded the Trust members of a previous discussion on this subject and recommended they proceed with caution.

Chairman Douthit also noted as a general rule that although the Trust members had individual opinions, expressions and questions, he asked that they carefully remember that the Trust speaks as one body and to be mindful of any statements made or any opinions held which were clearly stated as personal and not spoken on behalf of this body.

Discussion ensued among the Trust members regarding the involvement of the MLK Economic Development, and the need for MDEAT to advocate for the eight percent tax funds, which could involve some political decisions.

Mr. George Ray III recommended that MDEAT capitalize on the Urban Beach event in the future and provide informational guides for the youth participants.

V. Departmental Monthly Reports

- A. Fiscal**
- B. Housing**
- C. Teen Court/Youth Services**
- D. Public Information Services**

VI. New Business

VII. Next Meeting

Adjournment

There being no further business to come before the Trust, the Trust meeting adjourned at 5:28 p.m.

Chairman Marc Douthit Esq.
Miami-Dade Economic Advocacy Trust

ACTION ITEM I A

TRANSPORTATION OF YOUTH TO SUMMER EVENTS



MEMORANDUM OF APPROVAL

TO: Miami-Dade Economic Advocacy Trust (MDEAT) Board
FROM: Treska Rodgers, Youth Action Committee Chairperson
DATE: July 9, 2013
SUBJECT: Transportation of Youth to Summer Events

PURPOSE OF ITEM

The purpose of this item is to request the Board of Trustees authorization to allocate two thousand dollars (\$2,000.00) to cover the transportation cost for Teen Court activities during the summer.

BACKGROUND INFORMATION

The Youth Action Committee felt Teen Court youth needed exposure to the following activities this summer:

1. **July 29, 2013:** The National Bar Association Youth Day will take place at the Fontainebleau Miami Beach Resort, 441 Collins Avenue, in Miami Beach from 9:00 a.m. to 4:00 p.m.
2. **August 6, 2013:** The City of Miami will sponsor National Night Out in Bayfront Park, 301 Biscayne Blvd, from 6:00 p.m. to 9:00 p.m.
3. **Summer 2013:** Safe Summer Program events at Hadley Park, 1350 N.W. 50th Street.

FISCAL IMPACT

The fiscal impact will not exceed two thousand dollars (\$2,000.00) from the Teen Court budget.

RECOMMENDATION

It is recommended that the Miami-Dade Economic Advocacy Trust Board approve the expenditure from the Teen Court budget for the transportation of Teen Court youth. It will not exceed two thousand dollars (\$2,000.00) for these events.

ACTION ITEM I B

MOU BETWEEN MDEAT AND JUVENILE SERVICES DEPARTMENT



MEMORANDUM OF APPROVAL

TO: Miami-Dade Economic Advocacy Trust (MDEAT) Board

FROM: Treska V. Rodgers, Chairperson, Youth Action Committee

DATE: July 9, 2013

SUBJECT: Memorandum of Approval between MDEAT and Juvenile Services Department

PURPOSE OF ITEM

The purpose of this item is to have the Board of Directors of the Miami-Dade Economic Advocacy Trust authorize an expense not to exceed one hundred and twenty thousand dollars (\$120,000) to the Miami-Dade Juvenile Services Department for the Miami-Dade County Intervention Initiative (MDCII) program.

BACKGROUND INFORMATION

The Miami-Dade County Intervention Initiative Program is designed for any youth 17 years of age and younger who may be experiencing behavioral and familial difficulties. Utilizing proven and successful juvenile instruments and interventions, psychosocial issues of youth at-risk are identified so that suitable treatment plans and referrals to appropriate services can be developed. The MDCII receives referrals through community outreach, schools, other JSD diversion programs, parents, and other concerned adults.

The program includes referrals to a formal network of private and public community-based organizations that will address issues such as anger management, disruptive behavior, family issues, drug experimentation, and negative peer association to ultimately reduce the number of youths in the juvenile justice system.

FISCAL IMPACT

The fiscal impact will be in an amount not to exceed one hundred and twenty thousand dollars (\$120,000) from the Teen Court budget.

RECOMMENDATION

It is recommended that the Board of Directors of the Miami-Dade Economic Advocacy Trust authorize an expense not to exceed one hundred and twenty thousand dollars (\$120,000) to the Miami-Dade Juvenile Services Department for the Miami-Dade County Intervention Initiative (MDCII) program.

ACTION ITEM I C

**MDEAT INTERAGENCY SERVICE AGREEMENT
WITH GREATER MIAMI SERVICE CORP.
UPDATE AND EXTENSION**



MIAMI-DADE ECONOMIC ADVOCACY TRUST

MEMORANDUM OF APPROVAL

TO: Miami-Dade Economic Advocacy Trust Board Members
FROM: John Dixon, Executive Director
DATE: July 11, 2013
SUBJECT: MDEAT Interagency Service Agreement with Greater Miami Service Corp.
Update and Extension

PURPOSE OF ITEM

This is to request MDEAT Trust Board approval to extend the interagency service agreement with the Greater Miami Service Corporation, an agency of the Miami-Dade County Department of Community Action and Human Services, for the purpose of restructuring and reorganizing MDEATs storage area. The additional, projected cost for work related to this project is \$15,000 for what would be a combined total not to exceed \$22,000.00. The previously approved MOA from February 2013 is attached for reference.

BACKGROUND

There are several factors that contribute to the need for additional time to complete the project. First, it was originally speculated that there were in excess of 200 storage boxes. That count was well short of the actual number. While that exact number is still unknown, staff speculates that it now exceeds 300 in addition to several file cabinets containing documents requiring consideration for shredding or reorganization of filing due to mandated document retention schedules. Second, staff discovered during this process that other office re-organization projects required to meet increased delivery of services can be handled by the GMSC crew. Thus, the GMSC crew is currently serving as an augment to the agency's current human resource level to fulfill this need.

Finally, due to the volume of storage boxes and in some instances unknown content coupled with the other office re-organization projects, it has been determined that the most effective approach is to complete the project in phases. Out of a five-stage process, three of the five phases are completed. The remaining two phases will require more detail work and thereby more time to complete.

FISCAL IMPACT TO AGENCY

The agreement is to provide three of GMSC program workers to complete the assigned task. The charge for their services is \$11.00 per hour and they typically work a six-hour day. The work crew began work on April 15, 2013. An updated, estimated timeline for this project could extend to the end of October 31, 2013. Allocating funds through October 31, 2013 based on the average of hours worked through June 2013 would come to an additional \$15,000 for a total project cost of \$22,000. The amount paid will come from budgeted amounts from each of MDEATs divisions (Housing – Youth Services – Economic Development – Administration).

RECOMMENDATION

It is recommended that the MDEAT Trust Board approve the request for an extension of time at an additional expenditure of \$15,000.00. This extension will bring the total fiscal impact of this project to \$22,000.00.



ATTACHMENT

**MIAMI-DADE ECONOMIC ADVOCACY TRUST
MEMORANDUM OF APPROVAL**

TO: Miami-Dade Economic Advocacy Trust Board Members
FROM: John Dixon, Executive Director
DATE: February 12, 2013
SUBJECT: MDEAT Interagency Service Agreement with Greater Miami Service Corp.

PURPOSE OF ITEM

This is to request MDEAT Trust Board approval to enter into an interagency services agreement for a service project with the Greater Miami Service Corporation for the purpose of restructuring and reorganizing MDEATs storage area. The total cost for work related to this project is not to exceed \$7,000.00.

BACKGROUND

There are currently in excess of 200 boxes currently stored in MDEATs storage area at our relocated office. These boxes are from four storage areas at MDEATs previous office location at 19 West Flagler Street. The boxes are from all MDEAT divisions and are in need of reorganization, filing and shredding.

The Greater Miami Service Corp. is an agency of the Miami-Dade County Department of Community Action and Human Services. The agreement is to provide three of their program workers to complete the assigned task. The charge for their services is \$11.00 per hour and they work a six-hour day. The initial estimate is that this project will take twenty work days (~\$4,000.00). The additional funds are in case the duration of this service exceeds in initial estimate of twenty work days.

FISCAL IMPACT TO AGENCY

The amount paid will come from budgeted amounts from each of MDEATs divisions (Housing – Youth Services – Economic Development – Administration). This will permit more efficient use of office work space and complete needed relocation build-out and organization of files and information currently in the boxes. The electronic storage and shredding of documents in applicable boxes will reduce used storage space and update information access to that data.

RECOMMENDATION

It is recommended that the MDEAT Trust Board approve this request for expenditure of \$7,000.00 to complete this service project.

ACTION ITEM I D

BLACK GIRLS CODE COMMUNITY WORKSHOPS


MIAMI-DADE ECONOMIC ADVOCACY TRUST
MEMORANDUM OF APPROVAL

TO: Miami-Dade Economic Advocacy Trust (MDEAT) Board

FROM: H. Leigh Toney, Economic Development Action Committee Member

DATE: June 17, 2013

SUBJECT: Black Girls Code Community Workshops

PURPOSE OF ITEM

The purpose of this item is to request the authorization of the Miami-Dade Economic Advocacy Trust Board to sponsor a Black Girls Code program in Miami-Dade County in an amount not to exceed \$13,000.

BACKGROUND INFORMATION

The MDEAT Economic Development Action Committee has a long-standing commitment and interest in expanding access to the Internet to underserved communities. This access to the Internet and the increase in the capacity of citizens in underserved communities to actively engage in the increasingly digital world is critical. With Black Girls Code, the EDAC is expand its programming with a focus on the future and supporting young people in obtaining the necessary skills to compete in the digital economy.

Black Girls Code is a national organization whose mission is to empower girls of color, ages 7-17, to make a lasting contribution to society through the science, technology, engineering and math (STEM) industries.

Black Girls Code is committed to increasing the number of young women of color in the field of digital and computer technology by:

- Providing them with skills in computational reasoning and computer programming;
- Exposing them to role models in the technology space; and
- Inspiring them to become the next generation of tech creators and entrepreneurs by increasing their self-confidence and leadership abilities

Information Technology is a major component of the Miami-Dade County One Community One Goal initiative. This program is a strategic initiative aligned to county and regional priorities. In partnership with Black Girls Code and local entrepreneurial partner, Felecia Hatcher of

Feverish, Inc., and Miami Dade College, Meek Entrepreneurial Education Center, the EDAC Committee wishes to sponsor a Black Girls Code program in Miami-Dade County inclusive of the following tiers:

Summer of Code

- Full sponsorship of (1) 6-Week Workshop/Summer Camp
- BGC workshop location preference
- Program branding (four -color logo placement on printed BGC materials)
- Inclusion in programming for company volunteers, mentors, and speakers
- Recognition as a key program sponsor on BGC website
- Copy of final program Assessment & Evaluation, and inclusion in all BGC program marketing materials

Sponsorship Cost: \$10,000

Black Girls Code MIAMI-DADE

- Sponsorship of (1) Full-day Workshop
- Four-color logo placement on printed workshop materials and website
- Joint branding/company logo placement on workshop marketing and registration materials (i.e. student packets, t-shirts, swag items)
- Inclusion in programming for company volunteers, mentors, and speakers
- Recognition as program sponsor on event announcements
- Organizations may participate as joint sponsors with other companies as a Tier 3 sponsor and will receive mention on event announcements and be included on sponsor list (but will not have company branding on printed materials).

Sponsorship Cost: \$3,000

FISCAL IMPACT

The fiscal impact will not exceed thirteen thousand (\$13,000.00) from the EDAC budget.

RECOMMENDATION

It is recommended that the Miami-Dade Economic Advocacy Trust Board approve the expenditure from the EDAC budget for the sponsorship of the Black Girls Code programs in an amount not to exceed \$13,000.

ACTION ITEM I E

MIAMI-DADE COLLEGE MOU TIME EXTENSION AND BUDGET ADJUSTMENT



MIAMI-DADE ECONOMIC ADVOCACY TRUST

MEMORANDUM OF APPROVAL

TO: MDEAT Board Members

FROM: John Dixon, Executive Director

DATE: June 18, 2013

SUBJECT: Miami Dade College MOU Extension and Budget Adjustment

PURPOSE OF ITEM

The purpose of this item is to request the authorization of the Miami-Dade Economic Advocacy Trust (MDEAT) Board to authorize staff to extend the Miami Dade College (MDC) MOU to January 31, 2014 and to amend the budget as outlined in the attachment.

BACKGROUND

MDEAT entered into a Memorandum of Understanding with MDC to recruit and enroll aspiring entrepreneurs in an entrepreneurs program to assist them in updating their business management skills and in developing business growth strategies capitalizing on their existing expertise while transitioning and/or augmenting their core products and services to better match the demands of the current marketplace. During the performance of this MOU the program administrator visited various other programs throughout the country and discovered additional techniques and best practices to augment the current program. In an effort to enhance the performance of the scope and create a greater opportunity for the success of the program the administrator would like to adjust the budget to incorporate additional incentives for the participants and extend the contract period to January 31, 2013.

FISCAL IMPACT

There is no fiscal impact for this item.

RECOMMENDATION

It is recommended that Miami-Dade Economic Advocacy Trust Board authorize staff to extend the Miami Dade College MOU to January 31, 2014 and to amend the budget as outlined in the attachment

Miami Dade College MOU Extension and Budget Adjustment
 Item Attachment: Budget

**MIAMI DADE COLLEGE, MEEK CENTER
 URBAN MICROENTREPRENEURS INITIATIVE
 START-UP BUDGET**

ORIGINAL:

ADMINISTRATIVE EXPENSES	
Honoraria	\$4,000
Admin. Support	\$6,030
Refreshments	\$600
Awards	\$400
TOTAL ADMINISTRATIVE EXPENSES	\$11,030
EDUCATIONAL EXPENSES	
Scholarships/Tuition	\$9,000
Travel	\$3,000
Books/Materials	\$2,000
TOTAL EDUCATIONAL EXPENSES	\$14,000
SOFTWARE/TECHNOLOGY	
Software	\$3,000
SOFTWARE/TECHNOLOGY EXPENSES	\$3,000
MEMBERSHIPS	
Memberships	\$ 1,970
MEMBERSHIPS EXPENSES	\$ 1,970
TOTAL	\$30,000

PROPOSED:

ADMINISTRATIVE EXPENSES	
Professional Svcs.	\$4,000
Admin. Support/Prof. Svcs.	\$11,030
Refreshments	\$1,000
TOTAL ADMINISTRATIVE EXPENSES	\$16,030
STUDENT ACCELERATOR 2013 PRIZES	
First Place	\$1,500
Second Place	\$500
Third Place	\$500
COMMUNITY ACCELERATOR 2013 PRIZE	\$2,500
GRAND PRIZE	\$5,000
EDUCATIONAL EXPENSES	
Scholarships/Tuition	\$5,500
Travel	\$1,000
Books/Materials	\$1,000
TOTAL EDUCATIONAL EXPENSES	\$7,500
SOFTWARE/TECHNOLOGY	
Software	\$1,500
SOFTWARE/TECHNOLOGY EXPENSES	\$1,500
MEMBERSHIPS	
Memberships	\$ 2,470
MEMBERSHIPS EXPENSES	\$ 2,470
TOTAL	\$30,000

ACTION ITEM I F

MIAMI-DADE COLLEGE YOUNG PROFESSIONAL NETWORK

**MIAMI-DADE ECONOMIC ADVOCACY TRUST****MEMORANDUM OF APPROVAL**

TO: Miami-Dade Economic Advocacy Trust (MDEAT) Board

FROM: H. Leigh Toney, Economic Development Action Committee Member

DATE: July 9, 2013

SUBJECT: Young Professional Network (YPN) and Lab Miami Strategic Partnership

PURPOSE OF ITEM

The purpose of this item is to request funding in an amount not to exceed \$5,000 from the Miami-Dade Economic Advocacy Trust Board to develop a strategic partnership with the Young Professionals Network and Lab Miami.

BACKGROUND INFORMATION

The Young Professionals Network (YPN) of the Miami Dade Chamber of Commerce is a member-based affiliate of the Miami-Dade Chamber of Commerce comprising more than 100 members between the ages of 25 and 40. This group represents an important demographic for the Black community in terms of current and prospective entrepreneurs. Fabiola Fleuranvil is a charter member of YPN and a member of the One Community One Goal New Leaders Task Force. In order to further catalyze innovation and business growth in Miami-Dade County's Black community, a program that provides networking and innovation opportunities for this demographic is urgently needed. The M-DCC YPN is the only organization of its kind in Miami-Dade County with a focus on supporting young entrepreneurs of color.

The strategic partner relationship with Lab Miami will support the entrepreneurial endeavors of a selected group of YPN members to deepen their engagement with Lab Miami which provides the following types of support to start-up ventures:

- Membership-based community of entrepreneurs
- Co-working space
- Training and education seminars
- Access to conference space
- Access to venture capital and investor opportunities

The goal is to establish a strategic alliance with Lab Miami to develop a package of resource supports for selected YPN members who demonstrate the expertise, zeal, consistency, and focus to pursue a fundable start up opportunity. These nouveau co-working spaces are incubating the entrepreneurs of the future who will shape the fortunes of Miami Dade County and MDEAT needs to invest in young entrepreneurs to secure a place for our communities in the new economy.

FISCAL IMPACT

The fiscal impact of this item is an amount not to exceed \$5,000.00 from the Economic Development Action Committee Budget.

RECOMMENDATION

It is recommended that the MDEAT Board of Trustees authorize staff to negotiate and enter into a strategic partnership agreement with Lab Miami and Young Professional Network (YPN) in an amount not to exceed \$5,000.00.

ACTION ITEM I G

NEW MOBILE RESOURCES TO SUPPORT UNDERSERVED COMMUNITIES

**MIAMI-DADE ECONOMIC ADVOCACY TRUST****MEMORANDUM OF APPROVAL**

TO: Miami-Dade Economic Advocacy Trust (MDEAT) Board

FROM: H. Leigh Toney, Economic Development Action Committee Member

DATE: July 9, 2013

SUBJECT: New Mobile Resources to Support Underserved Communities

PURPOSE OF ITEM

The purpose of this item is to request the authorization of the Miami-Dade Economic Advocacy Trust Board to expend an amount not to exceed \$7,500.00 to develop a business model for a new mobile resource to support entrepreneurship in underserved communities.

BACKGROUND INFORMATION

For several years, the predecessor to MDEAT, the Metro-Miami Action Plan Trust (MMAP) funded a mobile entrepreneurship resource center in collaboration with Florida Memorial University. The mobile center provided information, resources and support to small business owners on matters related to incorporation, marketing, licensing, permitting and financial management. The bus also provided information about other MMAP programs (i.e. housing, teen court and economic development); the semi-tractor trailer now sits dormant on the west side of Florida Memorial University, a former partner in the program. This proposal seeks to develop a business model canvas and business plan to determine new and innovative uses for reviving and/or retrofitting (or selling) the semi-tractor trailer truck. It is anticipated that the new mobile resource center will support entrepreneurship in underserved communities by creating new entrepreneurial ventures (i.e. food truck, mobile retail businesses) and serving as a drop-in business resource center for community fairs and events.

FISCAL IMPACT

The fiscal impact of this item is an amount not to exceed \$7,500.00 from the Economic Development Action Committee Budget.

RECOMMENDATION

It is recommended that the MDEAT Board authorize staff to expend an amount not to exceed \$7,500.00 to develop a business model for a new mobile resource to support entrepreneurship in underserved communities.

ACTION ITEM I H

NORTH DADE DEVELOPMENT RFP PROPOSAL

**MIAMI-DADE ECONOMIC ADVOCACY TRUST****MEMORANDUM OF APPROVAL**

TO: MDEAT Board Members

FROM: Ron Butler, Economic Development Action Committee Chairperson

DATE: July 11, 2013

SUBJECT: North Dade Development RFP Proposal

PURPOSE OF ITEM

The purpose of this item is to request the authorization of the Miami-Dade Economic Advocacy Trust Board to A) research the possibility of entering into an agreement with the Urban Land Institute of Southeast Florida/ Caribbean (ULI); B) to request authorization to enter into an agreement with ULI, in amount not to exceed \$25,000.00, where staff has determined that it is in the best interest of the Trust with the assistance of the County Attorney's Office.

BACKGROUND

The Economic Development Action Committee (EDAC) is currently attempting to develop a viable strategy for the development of the north central Dade corridor inclusive of Poinciana Park. The ULI offers a non-biased approach to reviewing, discussing, investigating and reporting out best practice for developing a particular area. The ULI is a 501(c) 3, non-profit membership organization with 30,000 members worldwide and more than 700 in Southeast Florida. The membership is made up of both public and private sector real estate and finance practitioners, including developers, builders, planners, architects, engineers, attorneys, economic development experts, financiers, academicians – those from throughout the real estate world who are involved with planning and developing a thriving built environment and sustainable urban places. The ULI selects from among its membership a group of these experts to comprise what is called a Technical Assistance Panel (TAP). The TAP panel views the study area, hears from public and private stakeholders, and then deliberates on the assigned issues/questions. At the conclusion of the panel's work, an oral report is presented to stakeholders and city representatives, followed in four to six weeks by a written report. The cost of this service ranges \$20,000.00 - \$25,000.00 (see the attached memorandum).

FISCAL IMPACT

The fiscal impact of this item is an amount not to exceed \$25,000.00 from the Economic Development Budget.

RECOMMENDATION

It is recommended that Miami-Dade Economic Advocacy Trust Board authorizes A) staff to research the possibility of entering into an agreement with the Urban Land Institute of Southeast Florida/ Caribbean (ULI); and B) to request authorization to enter into an agreement with ULI, in amount not to exceed \$25,000.00, where staff has determined that it is in the best interest of the Trust with the assistance of the County Attorney's Office.

ACTION ITEM I I

ANNUAL REPORT CARD AND SCORECARD



MEMORANDUM OF APPROVAL

TO: Members of the MDEAT Trust

FROM: Marc Douthit, Chairperson
Miami-Dade Economic Advocacy Trust

DATE: July 11, 2013

SUBJECT: MOU: Annual Report Card and Scorecard Proposal

PURPOSE OF ITEM

The purpose of this item is to request the approval of the proposal from Florida International University (FIU) to develop the ordinance-mandated Annual Report Card/Scorecard.

BACKGROUND INFORMATION

Miami-Dade County Economic Advocacy Trust (MDEAT) is mandated by its governing ordinance to produce an annual **Report Card/Scorecard** and report its findings to Miami-Dade County Board of Commissioners. According to Article XLVIII Section 2-505e, *the Trust shall submit to the Board an annual Report Card on the State of the Black Community in Miami-Dade County*. Further, Section 2-506e states that *the Trust shall submit to the Board an annual scorecard that reflects the performance of those entities (both public and private) charged with and funded to improve conditions in blighted communities*.

MDEAT contacted FIU to produce the annual Report Card and Scorecard. This document will serve as a supplement to Miami-Dade County's Report on *Socio-Economic Conditions in Miami-Dade's Targeted Urban Areas: 2007-2011*.

MDEAT staff provided the MDEAT Board with a status of the progression of the contacts with Miami-Dade Economic Development and International Trade Unit and FIU in the Information Item titled **Status Report: Annual Report Card Indicators (June 14, 2013)**. Board members were also invited to provide input regarding the indicators for the report.

FISCAL IMPACT

The total fiscal impact of this item is an amount not to exceed \$48,600 as delineated below:

Task/Benchmark	Timeline	Costs*
Task – Meeting with MDEAT Officials	1-2 hours	na
Benchmark 1 – Completion of Annual Report Card	45 days	\$30,600
Benchmark 2 – Determine Resources Available to Residents within TUAs	14 days	\$5,500
Benchmark 3 - Proposed Policy Recommendations and Collaborative Opportunities (i.e data analysis)	30 days (Concurrent with above tasks)	\$12,500

RECOMMENDATION

It is recommended that the MDEAT Board authorize staff to expend an amount not to exceed \$48,600 during the 2013-14 fiscal year period to develop the ordinance-mandated annual report card and score card.

INFORMATION ITEM II A

HOUSING ADVOCACY COMMITTEE HAP BREAKFAST SERIES RECAP



MIAMI-DADE ECONOMIC ADVOCACY TRUST

INFORMATION ITEM

TO: Miami-Dade Economic Advocacy Trust Board Members
FROM: John Dixon, Executive Director
DATE: July 10, 2013
SUBJECT: Housing Division Breakfast Series Event at Jackson's Soul Food

The Housing Division's Breakfast Series kick-offed on June 28, 2013, at Jackson's Soul Food Restaurant in Overtown. The featured speaker was Judy Ayers-Britton, Housing Program Specialist with U.S. HUD (Miami Field Office). She provided an overview of the importance of the role that homebuyer education and housing counseling has in the first-time home buying process. She also informed the audience of cutbacks in housing counsel agency (HCA) funding as well as current and to be instituted HCA reporting and tracking guidelines. She then provided information on HUD's "*Counselor Max*", a housing counseling data input and client tracking system available to HCAs, urging them to use this or other similar system they may have or receive free of charge and offered to provide a training session with a HUD certified HCA.

Next, MDEAT Housing Assistance Programs (HAP) Administrator, Eric Johnson, presented the basic criteria regarding MDEAT's soon to be initiated payout to housing counseling agencies for homebuyer and financial literacy services (MDEAT Board approved at January 2013 meeting) at which point several possible basic parameters associated with HCA payouts were outlined along with MDEAT HAP outreach tips which it provides at homebuyer education seminars.

The floor was opened and what ensued was an approximate 45-minute rousing and informative group interaction among attending lenders, Realtors and housing counseling agency representatives where viewpoints, best practices, successes and obstacles were shared. This group discussion could have continued on into lunchtime but was stopped with the assurance of continuation and follow-up at a near future point in time.

The event started at 8:30AM and lasted until just past 10:30AM. The event attendance was at capacity for Jackson's special events area with thirty-seven (37) lenders, realtors and housing counseling agency representatives and six MDEAT staff persons. There were actually 15-20 more people that RSVP'd who wanted to attend but were denied with the promise of attending an upcoming session.

Future Breakfast Series sessions are being planned for South Miami in July 2013 and in North and South Miami-Dade respectively thereafter.

INFORMATION ITEM II B

3RD ANNUAL OVERTOWN RHYTHM & ARTS FEST



MIAMI-DADE ECONOMIC ADVOCACY TRUST

INFORMATION ITEM

TO: Miami-Dade Economic Advocacy Trust (MDEAT) Board
FROM: John Dixon, Executive Director
DATE: July 08, 2013
SUBJECT: 3rd Annual Overtown Rhythm & Arts Festival – Status Report

Miami-Dade Economic Advocacy Trust participated as a partner at the 3rd Annual Overtown Rhythm & Arts Festival. The event was held June 22, 2013, and attracted an estimated 500 people according to event organizers (see attached **Event Summary Report** for details).

BACKGROUND: During the May 2013 MDEAT Board meeting, MDEAT approved the partnership with the Southeast Overtown/Park West Community Development Agency (SEOPW) for the 3rd Annual Overtown Rhythm & Arts Festival. As a part of the partnership, the agency hosted an MDEAT information booth at the festival and received event recognition including print ads, stage signage, live announcements, logo on printed material, and logo on event t-shirts.

MDEAT will continue its partnership with SEOPW as it plans to establish event 'leave-behinds' at the request of the MDEAT Economic Development Action Committee.

STATUS: MDEAT is currently executing the contractual agreement with SEOPW which delineates the following 'leave-behinds':

- (1) Enhance the existing business resource center by providing needed technical services for businesses within the Southeast Overtown/Park West Redevelopment area;
- (2) Enhance any existing business associations within the redevelopment area through the development of a strategic plan and a supplemental business plan; and
- (3) Install Wi-Fi service in existing businesses within the redevelopment area, to the extent possible.

Discussions regarding the 'leave-behinds' will continue until inception.



Miami-Dade Economic Advocacy Trust (MDEAT)

ATTACHMENTS

By Pamela King, Event Staff

Event Summary Report

3rd Annual Overtown Rhythm and Arts Festival

Details:

Miami-Dade Economic Advocacy Trust partnered with the Overtown CRA to host the 3rd Annual Rhythm and Arts Festival. The event was held on Saturday, June 22, 2013, from 11:00 a.m. to 6:00 p.m., in the heart of the Historical Overtown community from NW 9th Street to NW 11th Street along NW 3rd Avenue in Miami.

Primary Audience: A predominately Black audience primarily from the Overtown neighborhood with a minority of event visitors including tourists from other countries such as Venezuela, Germany, and Jamaica.

Estimated Number of People Reached: It was an estimated 500 people who attended the event. Many visitors drove or cycled to the event from surrounding communities. They also made use of the Miami-Dade County Transit Trolley.

Event Highlights

People were supportive and many positive comments were made.

1. Eight people signed-up to receive more information about the housing and teen court programs.
2. Common MDEAT questions asked:
 - a. Is there funding available for housing for low income families?
 - b. How much money will be given toward buying a house?
 - c. Is there a limitation on how much money you can earn when buying a house?
 - d. Does Teen Court have an age limitation to volunteer?
 - e. How can we get economic development funding for startup businesses?
3. Some event-related comments included: "This is a great festival; will we sponsor another one next year?" and "The musical artists and food vendors are awesome."



Observations/Recommendations

1. Port-O-Potties were needed for event patrons.
2. Community residents should be involved in event organization and entertainment selection.
3. A resident recognition segment (community service) should be added to event activities.
4. Increase visitation to the festival by 100 percent with more marketing and media coverage prior to the event.
5. The MDEAT information booth needs signage that says, "Are You Ready to Buy a House?" according to residents.



Event photos by Edwin Regan (Street Photographer) and Traci Pollock (MDEAT)

INFORMATION ITEM II C

EDAC REVISED BUDGET

DEPARTMENTAL MONTHLY REPORT

V. A

Fiscal Report



MIAMI-DADE ECONOMIC ADVOCACY TRUST

FISCAL REPORT

FISCAL YEAR 2012/13

As of June 30, 2013

MIAMI-DADE ECONOMIC ADVOCACY TRUST

ADMINISTRATION (G.F.)

FISCAL MANAGEMENT REPORT FY 12/13

As of June 30, 2013

Subobject	Description	Budget	Actual	Balance
	GENERAL FUND	275,000		275,000
	INTERDEPARTMENTAL TRANSFERS	386,000.00		386,000
	REVENUE TOTAL	661,000	-	661,000
110	SALARIES	462,000	341,950	120,050
1010	FRINGES	99,000	78,030	20,970
22430	OTHER OUTSIDE CONTRACTS	1,000		1,000
23210	GENERAL LIABILITY	7,000	7,000	0
24130	MAINT & REPAIR:OFF MACHINES	1,000		1,000
24571	P.C. MAINT	4,000	11,184	-7,184
24573	HARDWARE/CABLE INSTALLATION		-98	98
25330	COPY MACHINE RENTAL	6,000	3,081	2,919
26028	GSA SERVICE TICKET	1,000	3,651	-2,651
26040	GSA WORK ORDERS	2,000		2,000
26050	GSA PRINTING & REPRODUCTION	4,000	1,991	2,009
26062	FM LT EQ MILEAGE	500	619	-119
26077	FM-POOL VEHICLE HOURS	1,000	494	506
26110	DATA PROCESSING SERVICES	3,300	1,505	1,795
26613	CLERK-RECORDS STORAGE	200	105	95
31010	TELEPHONE-REGULAR	12,300	7,202	5,098
31011	TELEPHONE-LONG DISTANCE	600	253	347
31014	TELEPHONE-MTCE		168	-168
31015	CELLULAR PHONE SERVICES	3,500	1,199	2,301
31018	OTHER COMMUNICATIONS	1,500	-49	1,549
31110	PUBLICATIONS	300		300

MIAMI-DADE ECONOMIC ADVOCACY TRUST

ECONOMIC DEVELOPMENT (G.F.)

FISCAL MANAGEMENT REPORT FY 12/13

As of June 30, 2013

Subobject	Description	Budget	Actual	Balance
	GENERAL FUND	292,000		292,000
	REVENUE TOTAL	292,000		292,000
	110 SALARIES	71,000	53,034	17,966
	1010 FRINGES	13,000	10,601	2,399
	21110 MANAGEMENT SERVICE	20,000	7,000	13,000
	22351 CONTRACTED FOOD SERVICES		7,807	-7,807
	24571 P.C. MAINT		113	-113
	26050 GSA PRINTING & REPRODUCTION		561	-561
	31408 RADIO ADVERTISING		2,000	-2,000
	31510 OUTSIDE PRINTING		15	-15
	31520 GRAPHIC SERVICES		1,219	-1,219
	33050 OTHER GENERAL OPERATING		25	-25
	57000 INTRAFUND TRANSFER	50,000		50,000
	60620 GRANTS TO OTHERS	138,000	62,250	75,750
	EXPENDITURE TOTAL	292,000	144,625	147,375

MIAMI-DADE ECONOMIC ADVOCACY TRUST

HOUSING ASSISTANCE PROGRAM

FISCAL MANAGEMENT REPORT FY 12/13

As of June 30, 2013

Subobject	Description	Budget	Actual	Balance
R31900	OTHER TAXES	1,507,000	1,573,611	(66,611)
R36100	INTEREST EARNINGS	1,000	2,469	(1,469)
R36900	OTHER MISCELLANEOUS	50,000	268,770	(218,770)
R38900	ROLLOVER	305,000	574,377	(269,377)
	REVENUE TOTAL	1,863,000	2,419,227	(556,227)
00110	SALARIES	153,000	118,080	34,920
01010	FRINGES	32,000	27,046	4,954
21210	LEGAL COUNSEL		120	(120)
24571	P.C. MAINT		75	(75)
26050	GSA PRINTING & REP	1,400		1,400
26616	RECORDING FEES	400	1,090	(690)
31510	OUTSIDE PRINTING		45	(45)
32010	INSERVICE TRAINING	800		800
47011	GSA CENTRAL SERVICES	400		400
51098	OTHER OPERATING TRANSFERS	151,000		151,000
60620	HAP PROGRAM	1,524,000	1,033,002	687,098
	EXPENDITURE TOTAL	1,863,000	1,179,458	879,642

MIAMI-DADE ECONOMIC ADVOCACY TRUST

TEEN COURT PROGRAM

FISCAL MANAGEMENT REPORT FY 12/13

As of June 30, 2013

Subobject	Description	Budget	Actual	Balance
R35900	OTHER FINES AND/OR	1,193,000	1,021,514	171,486
	CARRYOVER	255,000	511,203	-256,203
R36100	INTEREST EARNINGS	2,000	1,070	930
	REVENUE TOTAL	1,450,000	1,401,381	48,619
00110	SALARIES	743,000	455,898	287,102
01010	FRINGES	154,000	101,980	52,020
22310	SECURITY SERVICES	13,200	11,697	1,503
22350	BOTTLED WATER & CHILLER	100	25	75
22351	CONTRACTED FOOD SERVICES		41,755	-41,755
22430	OTHER OUTSIDE CONTRACTS	2,500	425	2,075
24130	MAINT & REPAIR:OFF	1,000	367	633
25330	COPY MACHINE RENTA	5,000	2,299	2,701
25511	PAYMENTS TO LESSOR	12,400	1,050	11,350
26032	GSA AFT.HOUR CHRGS	13,000	6,703	6,297
26050	GSA PRINTING & REPRODUCTION	5,000	4,226	774
26051	GSA POSTAGE	500	247	253
26052	GSA WAREHOUSE TRANSFER	500		500
26062	FM LT EQ MILEAGE	3,000	989	2,011
26077	FM-POOL VEHICLE HOURS	1,000	612	388
31210	TRAVEL EXPENSE-U.S	2,000	463	1,537
31220	REGISTRATION FEES	900	200	700
31402	NEWSPAPER ADVERTISEMENT	5,000		5,000
31420	SPONSORSHIPS/MARKETING	5,000	3,537	1,463
31510	OUTSIDE PRINTING	600	120	480
31520	GRAPHIC SERVICES	300	1,090	-790
31611	POSTAGE-REGULAR MAIL	500		500
32010	INSERVICE TRAINING		200	-200
33016	EMPLOYMENT PROCESSING		41	-41
33050	OTHER GENERAL OPERATING		75	-75
41016	GASOLINE-UNLEADED		27	-27
47011	GSA CENTRAL SERVICES	6,000	6,432	-432
49310	CLOTHING AND UNIFORMS	1,000		1,000
51098	OTHER OPERATING TRANSFER	185,000		185,000
60220	TRANSPORTATION	1,500		1,500
60620	GRANTS TO OTHERS	288,000	5,000	283,000
95010	OFFICE FURNITURE & EQUIPMENT		56	-56
	EXPENDITURE TOTAL	1,450,000	645,514	804,486

DEPARTMENTAL MONTHLY REPORT

V. B

HOUSING UNIT REPORT

**MIAMI-DADE ECONOMIC ADVOCACY TRUST
JUNE 2013
HOUSING OUTREACH & EDUCATION REPORT**



HOMEOWNERSHIP ASSISTANCE PROGRAM (HAP)

During the period from June 1, 2013, through June 30, 2013, twenty-seven (27) HAP loan applications were submitted totaling \$3,410,826 in first mortgages with a \$3,833,471 aggregate purchase price. There were \$183,200 in Miami-Dade County and other (non-county) administered Down-payment Assistance Program (DAP/ DPA) funds associated with those loans.

During the same period from June 1, 2013, through June 30, 2013, twenty-three (23) families purchased homes using \$130,600 in HAP funds. These loans generated \$3,300,883 in first mortgages with a \$3,609,645 aggregate purchase price. There was \$130,000 in Miami-Dade County assistance program funds leveraged with these loans and another \$108,200 in non-county funded mortgages linked to these first-time homebuyer closings. HAP loans have thereby increased this year's county property tax roll by an estimated, additional \$57,500 based on an average tax bill of \$2500 (*see June 2013 HAP Production Report for statistical details*).

HAP TRAINING SEMINARS AND FUNDING

Certification Workshops on HAP and other subsidy program usage and operations are generally held every 6-8 weeks. Individual mortgage originators and title/ closing agents must get approved to submit and close HAP files. Realtor and developer attendance is highly recommended but not required at this time.

MDEAT's most recent HAP/ MMAP-HAP Certification Workshop was held on April 23, 2013, at the Joseph Caleb Center in Liberty City. The training is for mortgage lending, real estate and title professionals and includes a detailed discussion on the operation and funding of MDEAT's HAP along with an overview of funding sources, timeframes, set-up and use of Down-payment Assistance Program (DAP/ DPA) funds in general. The next workshop is projected for July 23rd at the South Dade Government Center.

Signed Agreements are required for individuals seeking HAP participation along with affiliated company licensing information for monitoring and tracking purposes.

MDEAT receives eight percent (8.00%) of the Documentary Surtax Funds sent to Miami-Dade County on a monthly basis. MDEAT's HAP has funded 173 first-time homebuyers for \$967,502 in fiscal year 2012-13 to date.

HOMEOWNERSHIP ASSISTANCE PROGRAM SPECIAL INITIATIVES

There are no special housing program initiatives active at this time. The “Streamline 203(k)” pilot initiative which will incorporate FHAs “Streamline 203(k)” mortgage loan program with the HAP had its first planning meeting May 14, 2013. This initiative is budgeted for in FY2012-13 Housing Division Surtax funds with an anticipated launch in early fourth quarter of FY2012-13. The MDEAT Trust Board should get introductory details at the August 2013 Trust Board meeting.

Preliminary discussion with possible collaborative partners has been initiated on the Lease-Purchase Program Initiative and matching funds from other sources are being sought. The “Foreclosed Homes Recycling” Initiative will require collaboration from partnering entities, matching funds from other sources and access to viable real properties before additional consideration and planning commences.

HOMEOWNERSHIP EDUCATION – OUTREACH – ADVOCACY

- Presenter at Opa-locka CDCs First-Time Homebuyer Education Workshop held at its office in Opa-locka on both June 1st and June 15th. The presentation topic was on MDEAT’s HAP and MDEAT’s role in usage with other subsidy program funds, other available Down-payment Assistance Programs (DAP/ DPA) and how they integrate into the mortgage process. The June 1st presentation also included a discussion about the closing process. Approximately twenty-eight (~28) attendees participated on June 1, 2013, and another nineteen (~19) on June 15, 2013.
- Presenter at the Trinity Empowerment Consortium First-Time Homebuyer Education Workshops (in English and Spanish) held at the Goulds Community Center (in Goulds). The presentation topic was on MDEAT’s HAP and MDEAT’s role in usage with other subsidy program funds, other available Down-payment Assistance Programs (DAP/ DPA) and how they integrate into the mortgage process. The English session included a discussion about the purchase of different property types as an extension to the “Shopping for a Home” topic. Approximately forty-nine (~49) attendees (from both sessions) participated on June 15, 2013.
- Panelist at a housing forum hosted by State Senator Dwight Bullard at Second Baptist Church in the Richmond Heights area of Miami-Dade County. NID Housing Counseling Agency/ Experts Resource Center, the South Florida Board of Realtists and Housing Finance Authority of Miami-Dade County co-sponsored as well as participated on the panel along with Citibank and Twin Peaks Financial Ministries. Trinity Empowerment Consortium also participated. While the event was very sparsely attended, the audience posed topics and housing issues of significant concern in urban/ TUA communities including but not limited to estate planning, reverse mortgages, preservation of real estate and family assets, DAP/ DPAs, selecting the right person to assist with your finances and avoiding scams and predatory financiers. There is anticipation of having a similar event with better participation and event marketing as there were only about 12-14 area residents that participated on June 29, 2013.

- MDEAT's Housing Programs & Outreach Administrator presents at an average of two-five first-time homebuyer education workshops and/ or affordable housing advocacy and outreach events each month. Through these presentations alone, **MDEAT Housing reaches and interacts with at least 800 to more than 1000 Miami-Dade County and South Florida residents annually.**

All these agencies are located in TUAs (Opa-locka – Miami Gardens – Goulds – Homestead – Florida City) and while workshop participants cannot be pre-determined or dictated, more than half the participants observed at the forenamed agency workshops represent MDEAT's primary target population (workshop demographics tracked by the agencies are being sought).

MIAMI-DADE ECONOMIC ADVOCACY TRUST (MDEAT) HOMEOWNERSHIP ASSISTANCE PROGRAM (HAP) June 2013		
General Statistics	June 2013	YTD June 2013
Total Applicants	27	201
Total Purchase Price	\$3,833,471.00	\$28,254,042.00
Total Amount in First Mortgages	\$3,410,826.00	\$26,470,331.00
Total M-D County & Non-County Subsidies	\$183,200.00	\$1,019,000.00
Total HAP Loans Funded	23	173
Total HAP Funding	\$130,600.00	\$967,502.00
Total Purchase Price	\$3,609,645.00	\$25,519,501.00
Average Purchase Price	\$156,941.09	\$147,511.57
Total Amount in First Mortgages	\$3,300,883.00	\$24,043,375.00
Average First Mortgage Amount	\$143,516.65	\$138,979.05
Total Amount: M-D County Subsidy Funding	\$130,000.00	\$683,200.00
Total Amount: Non-County Subsidy Funding	\$108,200.00	\$322,500.00
Estimated Increase to Tax Base*	\$57,500.00	\$432,500.00
* Based on annual taxes of \$2500/yr.	Ave. HAP Loan Amount YTD=	\$5,592.50
	Ave. HAP Loan Amount May 2013=	\$5,678.26
Head of Household		
Female	7	81
Male	16	92
Total	23	173
Ethnicity		
Black	6	47
Hispanic	16	116
White	0	7
Other	1	3
Total	23	173
Median Income Level		
Very Low	3	14
Low	9	76
Median	5	22
Median Moderate	6	61
Total	23	173
Commission District		
District 1 - Barbara Jordan	3	35
District 2 - Jean Monestime	1	11
District 3 - Audrey Edmonson	0	2
District 4 - Sally A. Heyman	0	0
District 5 - Bruno A. Barreiro	0	0
District 6 - Rebecca Sosa	1	1
District 7 - Xavier L. Suarez	0	0
District 8 - Linda Bell	2	35
District 9 - Dennis C. Moss	12	54
District 10 - Javier D. Souto	1	7
District 11 - Juan C. Zapata	1	13
District 12 - Jose "Pepe" Diaz	0	10
District 13 - Esteban Bovo Jr.	2	5
Total	23	173

DEPARTMENTAL MONTHLY REPORT

V. C

TEEN COURT UNIT REPORT

Memorandum

MIAMI-DADE ECONOMIC ADVOCACY TRUST

TEEN COURT REPORT

To: Miami-Dade Economic Advocacy Trust (MDEAT) Board
From: John E. Dixon, Executive Director
Date: July 5, 2013
Subject: Comprehensive Teen Court Report for June 2013

PURPOSE OF ITEM

The purpose of this item is to inform the Miami-Dade Economic Advocacy Trust (MDEAT) Board, of Miami-Dade County Teen Court (M-DCTC) performance and activities for the month of June.

BACKGROUND INFORMATION

Program Activities

June 15, 2013: Aligning with MDEAT's community outreach focus, M-DCTC partnered with City of Miami's Safe Summer 2010 initiative held at Charles Hadley Park in Liberty City, in presenting Teen Court's Peer Jury Trial Process, through a Mock Trial Scenario. Youth from the City of Miami's Police Explorers, Teen Court youth volunteers and other young people from the local community had an opportunity to showcase their skills and talents relevant to criminal and judicial proceedings. The presentation was enlightening and attended by more than 70 members of the community.

June 26, 2013: Teen Court staff conducted *Victim's Awareness Panel Workshop (VAP)*-an interactive workshop that sparks dialogue among participants, parents and/or guardians. Seven individuals comprised of both program participants and their parents discussed the value of forgiveness, restoration, and repair of lost trust as well as how various crimes committed impact the family and community.

June 26, 2013: In collaboration with Miami-Dade County Corrections and Rehabilitation, 14 Teen Court youth were afforded an opportunity to attend the Turner Gilford Knight (TGK)

Correctional Facility Jail Tour and 12 participated in the Boot Camp Jail Tour. These tours serve as crime prevention and intervention tools, providing participants with an understanding of the consequences of engaging in negative actions.

Program Performance

Referrals: Teen Court received a combined total of 39 referrals from the Juvenile Services Department's (JSD's), Department of Juvenile Justice, Prevention Initiative Program (PIP) and Civil Citation Program.

Community Service: Teen Court generated 548 community service hours. This total included 216 completed by defendants, 212 performed by youth volunteers, and 120 community service hours were provided by adults, serving as jury monitors as well as legal professionals volunteering as judges, presiding over Teen Court hearings.

Offender Information for June 2013

Referrals per fiscal year:

12/31/98 – 09/30/99	334	Carried Over	5,299
10/01/99 – 09/30/00	506	10/01/12 – 10/31/12	43
10/01/00 – 09/30/01	323	11/01/12 – 11/30/12	29
10/01/01 – 09/30/02	336	12/01/12 – 12/31/12	30
10/01/02 – 09/30/03	293	01/01/13 – 01/31/13	61
10/01/03 – 09/30/04	390	02/01/13 – 02/28/13	49
10/01/04 – 09/30/05	267	03/01/13 – 03/31/13	35
10/01/05 – 09/30/06	215	04/01/13 – 04/30/13	39
10/01/06 – 09/30/07	245	05/01/13 – 05/31/13	50
10/01/07 – 09/30/08	356	06/01/13 – 06/30/13	39
10/01/08 – 09/30/09	424		
10/01/09 – 09/30/10	454		
10/01/10 – 09/30/11	619		
10/01/11 – 09/30/12	537		
	5,299	TOTAL REFERRALS	5,674

Monthly Sanctions for Referrals Completed (June 2013)

Anti-Theft Class Attendees	46	Jail Tour Attendees	26
Curfew	0	Jury Duties Completed	118
Declined Referrals	2	Letter of Apology/Closed	22
Civics and Business Attendees	18	Peer Circle Attendees	36
Substance Abuse Attendees	36	Restitution	
Essay Completed/Closed Cases	22	Victim Awareness Panel	
Ethics Workshops Attendees	33	Workshop Attendees	7
Hours of Community Service/ Closed Cases	216	Verbal Apology to Parent	19
		Psychological Services	54

Offenses and Number of Charges:

Note: Some defendants have multiple charges

Aggressive	1
Behavior Problems	2
Battery (Simple)	5
Burglary in Progress	1
Criminal Mischief	2
Disorderly Conduct	1
Drug/Alcohol Abuse	2
Fighting	1
Grand Theft	1
Larc Petit Theft	1
Lying	2
Obstruction of Justice	1
Petit Theft	2
Possession of Marijuana	1
Retail Theft	9
Runaway	1
Possession of Weapon	1

Referral Sources:

Department of Juvenile Justice	2
Miami-Dade County	
School Based Referral	0
Civil Citation Program	28
State Attorney's Office	0
Prevention Initiative Program (Pip)	9
Other Agencies	0

Age:

Six	0
Seven	0
Eight	0
Nine	0
Ten	0
Eleven	0
Twelve	3
Thirteen	6
Fourteen	12
Fifteen	7
Sixteen	6

Runaway	1
Shoplifting	1
Stealing	2
Suspend	2
Theft	8
Trespass on Property	1
Trespass on School Grounds	2

Seventeen	4
Eighteen	1

Race:

African American	6
Caucasian	3
Hispanic	30

Gender:

Female	17
Male	22

Commission Districts June 2013:

1	4	7	0	13	4
2	2	8	5	Broward	0
3	0	9	8		
4	2	10	0		
5	3	11	6		
6	1	12	4		

Commission Districts for Fiscal Year 10/01/12 – 09/31/13

1	42	7	17	13	13
2	34	8	59	Broward	0
3	39	9	82		
4	17	10	12		
5	20	11	17		
6	10	12	19		

COMPARISON OF YEAR-TO-DATE REFERRALS

Referrals for 10/01/11 – 09/30/12		Referrals for 10/01/12– 09/30/13	
Date cases received	No.	Date cases received	No.
10/01/11 – 10/31/11	22	10/01/12 – 10/31/12	43
11/01/11 – 11/30/11	53	11/01/12 – 11/30/12	29
12/01/11 – 12/31/11	84	12/01/12 – 12/31/12	30
01/01/12 – 01/31/12	55	01/01/13 – 01/31/13	61
02/01/12 – 02/29/12	60	02/01/13 -02/28/13	49
03/01/12 – 03/31/12	40	03/01/13 – 03/31/13	35
04/01/12 – 04/30/12	42	04/01/13 – 04/30/13	39
05/01/12 – 05/31/12	54	05/01/13 – 05/31/13	50
06/01/12 – 06/30/12	39	06/01/13 – 06/30/13	39
TOTAL	449	TOTAL	375

DEPARTMENTAL MONTHLY REPORT

V. D

PUBLIC INFORMATION REPORT

Memorandum

TO: Miami-Dade Economic Advocacy Trust Board
THRU: John E. Dixon, Jr., Executive Director
DATE: Wednesday, July 17, 2013
SUBJECT: Marketing and Public Information Report

Please find below activities which occurred during the **June 2013 – July 2013** reporting period.

Office of Marketing and Public Information provides assistance to the MDEAT Trust, Action Committees Chairpersons and staff liaisons, CBOs, and residents announcing the agency's advocacy efforts and community empowerment initiatives. A multi-mix of collateral materials and promotional information are utilized to deliver the MDEAT message including: letters, flyers, radio and newspaper advertising placement, television interviews, news articles, press releases, photos, website event placement and updates, email listings, and other functions. Office of Marketing and Public Information assists with logistics of MDEAT events.

- A. The unit continually provides support to the MDEAT Trust Board, Executive Director, Economic Development Unit, Housing Assistance Program, Teen Court Program, Procurement/Purchasing Liaison, Fiscal Unit, and other operations of the agency.
- B. Post and edit all scheduled meetings for the MDEAT Board, and Action Committees along with other agency notifications.
- C. Monitor all Miami-Dade Board of County Commission and Commission Committee meetings.
- D. Continuously monitor newspapers, websites, magazines, radio, and TV broadcasts.
- E. Youth Action Committee (YAC)
 - Miami-Dade County Teen Court Program -- Prepared printed materials, press releases, posters, day-of-event programs, and promos as well as assisted with outreach for the program. In addition, the unit implemented radio, websites, and newspaper awareness for the program.
 1. **Teen Court Newsletter Summer Edition 2013** – 60 percent complete.
 2. **Chiefs of Police Youth Summit** – scheduled for Tuesday, July 23, 2013, from 6:00 p.m. to 8:00 p.m. at the Joseph Caleb Center. Flyer and invitation letters are completed. Commissioner Edmonson will send a rep to greet the audience.
 3. **Teen Court Volunteer Youth Attorney Training 2013** – St. Thomas University on Wednesday, July 31, 2013, Thursday, August 1, 2013, and

Friday, August 2, 2013. The 3rd Annual Mock Competition is scheduled for August 2, 2013. The flyer is complete; manuals have been proofed and ordered; training certificate has been redesigned for 2013; program for the event is in progress; audio and visuals have been requested from St. Thomas.

4. **Safe Summer** – a Teen Court partnership with the City of Miami; the program is posted on the agency’s webpages.

F. Housing Advocacy Committee - Housing Assistance Program (HAP)

Prepared printed materials, press releases, and assisted with outreach for the committee. In addition, the office implemented radio and newspaper awareness.

Pending:

1. Reviewing second draft of the housing brochure
2. Working with PR Housing Subcommittee on future initiatives and events
3. Creating press releases for trainings as needed
Coordinating logistics for large event; possibly called “**Parade of Homes**”
4. **HAP Breakfast Series** – First one was held on June 28, 2013, at Jackson Soul Food; Judy Ayers-Britton, HUD Housing Program Specialist was the guest speaker; topics were homebuyer education, housing counseling, and agency referrals; 45 participants; and MDEAT mugs were handed out to the participants (see attached flyer and press release). The second breakfast event is scheduled at Casa Larios – *South Miami in early August; date TBD.*

G. Economic Development Action Committee

1. **Business Breakfast Series** – 2nd Breakfast – on hold.
2. **Third Annual Overtown Rhythm & Arts Festival** – MDEAT partnered with the CRA. Visit <http://overtownfestival.com/> for more information.

H. New Board Member Recruitment

1. Updated the MDEAT website - new announcements pending.

I. MDEAT Website Updates

1. Posted “**Safe Summer**” events and schedule is downloadable. The series of events run from June 3, 2013 to August 17, 2013.
2. Posted “**The 3rd Annual Overtown Rhythm & Arts Festival**” held on **Saturday, June 22**. Information and flyer was downloadable. Note: *The information has been removed from the agency’s webpage.*
3. **HAP Breakfast** – posted online; MDEAT calendar and county calendar.

J. Promotional Material:

1. Housing Program Brochure – in draft stages
2. Economic Development Brochure – in draft stages

K. MDEAT Newsletter –sent follow-up email to County staff about the creation of a MDEAT email newsletters – pending.

PR Attachments: HAP Breakfast Series



**Economic Advocacy Trust's
Housing Advocacy Committee**

Presents its
HAP Breakfast Series
Friday, June 28, 2013
8:30 a.m.

Jackson Soul Food Restaurant
950 NW 3rd Avenue
Miami, FL 33136
Participants can purchase breakfast at a special price.

Special Guest Speaker:
Judy Ayers-Britton
Housing Program Specialist
HUD

Topic of Discussion:
Homebuyer Education and
Housing Counseling
Agency Referrals

For more information, please call Eric Johnson at
305-375-5661 ext. 93421 or 786-412-0992 or email ericj1@miamidade.gov

