

Memorandum



Date: March 2, 2010

Agenda Item No. 1F7

To: Honorable Chairman Dennis C. Moss and
Members, Board of County Commissioners

From: George M. Burgess
County Manager

Subject: Sunset Review of County Boards for 2010 – Dade-Miami Criminal Justice Council

In accordance with the provisions of Section 2-11.40 of the Code of Miami-Dade County, I am transmitting the 2010 Sunset Review of County Boards Report for the Dade-Miami Criminal Justice Council. The Council approved the attached report at its meeting on November 12, 2009 and has recommended the continuation of its board.

A handwritten signature in black ink, appearing to read "Jennifer Glazer-Moon".

Jennifer Glazer-Moon
Special Assistant/Director, Office of Strategic Business Management

cmo18010

Memorandum



Date: January 9, 2010

To: George M. Burgess, County Manager

From: Mr. Paul T. Sweeney, Chairperson
Dade-Miami Criminal Justice Council

Subject: Sunset Review of County Boards for 2010 – Dade-Miami Criminal Justice Council

Pursuant to Section 2-11.40 of the Code of Miami-Dade County, I am submitting the 2010 Sunset Review of County Boards Report for the Dade-Miami Criminal Justice Council (DMCJC) for transmittal to the Board of County Commissioners (BCC). The Council approved the attached report at its meeting of November 12, 2009.

It is recommended that the BCC approve the continuation. The Dade-Miami Criminal Justice Council was established on February 7, 1978 as an official board of the Miami Dade County Commission pursuant to Resolution R-103-78.

2. Purpose

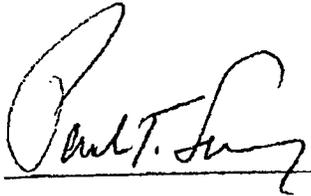
The purpose of the Dade-Miami Criminal Justice Council is:

- To encourage and facilitate coordination and cooperation between and among the various criminal justice system agencies of Miami Dade County;
- To provide the coordination through the efficient and effective use of funds from various sources to improve the criminal justice system;
- To provide advice to local officials on criminal justice programming needs as requested;
- To provide legislative analysis and development at the local, state, and federal levels;
- To consider local criminal justice issues as they arise and are brought to the attention of the Council or its staff, thus encouraging appropriate cooperative criminal justice agency response;
- To provide technical assistance to criminal justice related agencies in the areas of concept development, grant writing, data collection, record keeping, evaluation, etc.;
- To serve in an advisory role in comprehensive planning for all segments of the criminal justice system in Miami-Dade County;

3. Recommendation

3. Recommendation

The DMCJC should continue to function as an advisory board to the Board of County Commissioners, the County Manager, the Mayor, and the community concerning local criminal justice issues, including programming needs as requested.



Mr. Paul T. Sweeney, Chairperson

**SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2010**

I. GENERAL INFORMATION

1. Name of Board reporting:
DADE-MIAMI CRIMINAL JUSTICE COUNCIL (DMCJC)

2. Indicate number of board members, terms of office, and number of vacancies:
Number of Board Members: **38 members (see attached list)**
Terms of Office: **2 years**
Number of Vacancies: **0**

3. Identify number of meetings and members' attendance (Attach records reflecting activity from **Jan. 1, 2008** through **December 31, 2009**):
Number of Meetings: **10**
Number of Meetings with a Quorum: **9**
Attendance Records: **See Attachment**

4. What is the source of your funding? **County General Funds**

5. Date of Board Creation: **The Dade-Miami Criminal Justice Council was created through a joint legislative action: the City of Miami Commission adopted an Ordinance on January 24, 1978 and the Miami Dade County Commissioner adopted a Resolution on February 7, 1978. The newly created entity replaced the formerly Dade County Criminal Justice Planning Council.**

6. Attach a copy of the ordinance creating the Board (Please include all subsequent amendments).
See Attachment (R-103-78)

7. Include the Board's Mission Statement or state its purpose:
The purpose of the Dade-Miami Criminal Justice Council is:
 1. **To encourage and facilitate coordination and cooperation between and among the various criminal justice system agencies of Miami Dade County;**
 2. **To provide the coordination through the efficient and effective use of funds from various sources to improve the criminal justice system;**
 3. **To provide advice to local officials on criminal justice programming needs as requested;**
 4. **To provide legislative analysis and development at the local, state, and federal levels;**
 5. **To consider local criminal justice issues as they arise and are brought to the attention of the Council or its staff, thus encouraging appropriate cooperative criminal justice agency response;**
 6. **To provide technical assistance to criminal justice related agencies in the areas of concept development, grant writing, data collection, record keeping, evaluation, etc.;**
 7. **To serve in an advisory role in comprehensive planning for all segments of the criminal justice system in Miami-Dade County;**

8. Attach the Board's standard operating procedures, if any.
NONE

9. Attach a copy of the Board's By-Laws, if any.
See attachment

**SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2010**

10. Attach a copy of the Board minutes approving the Sunset Review Questionnaire, including a vote of the membership.
See Attachment

II. EVALUATION CRITERIA

1. Is the Board serving the purpose for which it was created? (Please provide detailed information)
Yes. The Criminal Justice Council (CJC) continues to serve as a forum to identify and discuss criminal justice issues in Dade County and has contributed its resources to address these issues. Examples of this are the Council's involvement in the CBO resource allocation process, the CJC resolution sent to the State Legislature regarding the banning assault weapons, co-sponsoring the 2008 and 2009 Gang Summit, etc.
2. Is the Board serving current community needs? (Please provide detailed information)
Yes. The DMCJC has established the service priorities for juvenile offender programs funded by Miami Dade County. The Council continues to monitor and evaluate the performance of these programs and receives and reviews quarterly reports from the independent evaluator charged with examining all of the funded programs.
3. What are the Board's major accomplishments?
- a. Last 24 months
- **Identified new service funding areas to address the needs of juvenile offenders and their families.**
 - **Co-sponsored the 2008 and 2009 Youth Gang Summit that convened experts from various fields (e.g., law enforcement, education, counseling, etc.) to study solutions to the gang problem throughout Miami-Dade County.**
 - **Served in an advocacy role to various community groups seeking support for criminal justice initiatives.**
 - **Listened to various presentations regarding best practice crime intervention and prevention models and studied/discussed the possible applications for the local justice system.**
 - **Maintained on-going monitoring of all funded programs by examining the information provided by the independent evaluator. This monitoring resulted in corrective action plans for selected programs and a program termination due to lack of compliance**
- b. Since established
- **Has continued to monitor approximately funding dedicated to crime prevention and intervention programs serving youth arrested and diverted within Miami Dade County.**
 - **Has continued to cooperate and participate with other County boards such as the Miami Dade Youth Crime Task Force, the Community Based Organization Advisory Board and Juvenile Justice Advisory Board to the State of Florida Department of Juvenile Justice, the former Alliance for Human Services, etc. on issues impacting the local criminal justice system**

**SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2010**

- Has continued to identify areas to be included in the legislative requests by Miami Dade County and most importantly, the Criminal Justice Council has served as a legislative clearinghouse for ALL criminal justice-related issues.
 - The Criminal Justice Council has required that all funded programs addressing the needs of juvenile offenders and their families be evaluated by an independent evaluator. This has allowed for close monitoring and accountability of services provided to the juvenile offender population.
 - Between 2003 and 2009, 5,840 youths and their families were served by programs funded by the Criminal Justice Council. Detailed evaluation performance records were obtained from each of the programs by the independent evaluator.
 - Programs funded by the Criminal Justice Council provided the necessary support for the State of Florida Department of Juvenile Justice (1,555 referrals) and Miami-Dade County's Department of Juvenile Services (3,311 referrals).
 - Sixty four percent (64%) of the youth referred to the above mentioned programs successfully completed the program. These youths completing the program had significantly lower re-arrest rates 6 months to 2 years later.
4. Is there any other board, either public or private, which would better serve the function of this board?
NO
5. Should the ordinance creating the Board be amended to better enable the Board to serve the purpose for which it was created? (If "Yes", attach proposed changes)
NO
6. Should the Board's membership requirements be modified?
NO
7. What is the operating cost of the Board, both direct and indirect? (Report on FY 2008 and FY 2009)
2008: \$200,000 (shared with the Miami Dade County Youth Crime Task Force)
2009: \$200,000 (shared with the Miami Dade County Youth Crime Task Force)
8. Describe the Board's performance measures developed to determine its own effectiveness in achieving its stated goals.
Not Applicable

Also: Include a diskette, saved in Word, of the County Manager's transmittal memorandum to the Board of County Commissioners with the Board's recommendation.

MIAMI-DADE COUNTY DADE-MIAMI CRIMINAL JUSTICE COUNCIL (DMCJC)
2008 - 2009 MEETING ATTENDANCE RECORDS

DMCJC MEMBERS	11/12/09	8/6/09 Exec Comm	8/20/09	5/7/09	2/23/09	1/23/09
Paul Sweeney	YES	YES	YES	YES	NO	YES
Mimi Sutherland (or designee)	YES	YES		YES	YES	YES
Isabel Afanador (DJJ - or designee)	YES		YES	YES	NO	YES
Carmen Caldwell	YES	YES	YES	YES	YES	YES
Hon. Carlos Martinez (PDO - or designee)	YES		YES	YES	YES	NO
Sup. Alberto M. Carvalho (MDCPS or designee)	YES		NO	NO	NO	NO
Dr. Ana Teresa Carazo-Johanning	YES		YES	NO	YES	NO
Hon. Marcia G. Cook (US District Courts)	NO		NO	NO	NO	NO
Hon. Larcenia Bullard (or designee)	NO		NO	NO	NO	NO
Hon. Katherine Fernandez-Rundle (or designee)	YES		YES	YES	YES	YES
Gilda Ferradaz (DCF or designee)	YES		YES	YES	NO	YES
Dr. Bruce Hyma (MED or designee)	NO		NO	NO	NO	NO
Mayor Carlos Alvarez (or designee)	YES		YES	YES	YES	YES
Ruix Jean-Bart	NO		NO	NO	NO	NO
Hon. Joe A. Martinez (or designee)	NO		NO	NO	NO	NO
Priscilla Rivera (UM)	YES		YES	YES	NO	YES
Richard Masten (Crime Stoppers)	YES		NO	NO	NO	NO
MDCPD Director (or designee)	YES		YES	NO	NO	YES
Hon. Dorrin Rolle (or designee)	NO		NO	NO	NO	NO
Hon. Harvey Ruvin (or designee)	NO		NO	NO	NO	NO
Hon. Katy Sorrenson (or designee)	NO		NO	NO	NO	NO
Miami Police Dept Chief (or designee)	NO		NO	NO	NO	NO
Imran Ali (Child Advocate)	YES		YES	YES	NO	NO
Naomi Wright	NO		YES	NO	NO	NO
Chief David Ward	YES		YES	NO	NO	NO
Dade League of Cities (Hon. Pizzi)	YES		NO	YES	NO	YES
Chief Judge 11 th Judicial Circuit	NO		YES	NO	YES	NO
Dir. Timothy Ryan (MDCRD or designee)	YES		YES	NO	YES	YES
MDCS Police Chief (or designee)	NO		YES	NO	NO	NO
Gail Birks	NO		NO	NO	NO	YES
QUORUM?	YES	YES	YES	YES	NO	YES

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MIAMI-DADE COUNTY DADE-MIAMI CRIMINAL JUSTICE COUNCIL (DMCJC)
2008 - 2009 MEETING ATTENDANCE RECORDS

DMCJC MEMBERS	1/25/08	4/25/08	8/8/08	10/10/08
Paul Sweeney	YES	YES	NO	YES
Mimi Sutherland	YES	YES	NO	YES
Isabel Afanador (DJJ - or designee)	YES	YES	NO	NO
Carmen Caldwell	YES	YES	YES	NO
Hon. Carlos Martinez (PDO - or designee)	YES	YES	YES	YES
Sup. Alberto M. Carvalho (MDCPS or designee)	NO	YES	NO	YES
Dr. Ana Teresa Carazo-Johanning	NO	NO	NO	YES
Hon. Marcia G. Cook (US District Courts)	NO	NO	NO	NO
Hon. Larcenia Bullard (or designee)	NO	NO	NO	NO
Hon. Katherine Fernandez-Rundle (or designee)	NO	NO	YES	YES
Gilda Ferradaz (DCF or designee)	YES	YES	YES	NO
Dr. Bruce Hyma (MED or designee)	NO	NO	NO	NO
Mayor Carlos Alvarez (or designee)	YES	NO	YES	YES
Ruix Jean-Bart	NO	NO	NO	YES
Hon. Joe A. Martinez (or designee)	NO	NO	NO	NO
Priscilla Rivera (UM)	YES	YES	YES	YES
Richard Masten (Crime Stoppers)	NO	NO	NO	NO
MDPD Director (or designee)	NO	YES	YES	YES
Hon. Dorrin Rolle (or designee)	NO	NO	NO	NO
Hon. Harvey Ruvin (or designee)	YES	NO	YES	NO
Hon. Katy Sorrenson (or designee)	NO	NO	NO	NO
Miami Police Dept Chief (or designee)	NO	YES	NO	NO
Imran Ali (Child Advocate)	NO	NO	NO	NO
Naomi Wright	NO	YES	YES	NO
Chief David Ward	YES	NO	NO	YES
Dade League of Cities appointee	YES	YES	NO	YES
Chief Judge 11 th Judicial Circuit	NO	NO	YES	NO
Dir Timothy Ryan (MDCR - or designee)	YES	YES	YES	YES
Sam Armstrong	YES	YES	NO	NO
Gail Birks	NO	YES	NO	NO
Hon. Shirley Gibson	NO	YES	NO	NO
MDCS Police Chief (or designee)	NO	YES	YES	NO
QUORUM?	YES	YES	YES	YES

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RESOLUTION NO. R-103-78

RESOLUTION APPROVING, ESTABLISHING AND RECOGNIZING THE DADE-MIAMI CRIMINAL JUSTICE COUNCIL; APPROVING APPLICATION FOR FEDERAL FUNDS; AUTHORIZING COUNTY MANAGER TO EXECUTE SAID APPLICATION, TO RECEIVE AND EXPEND SUCH FUNDS; AND TO SUBCONTRACT FOR THE USE OF THESE FUNDS

WHEREAS, it is recognized that the high level of serious crime in Dade County and the City of Miami is detrimental to the peace, progress, and welfare of all the people of this metropolitan area; and

WHEREAS, there is a need for a coordinated effort on the part of all County and City agencies involved in the criminal justice system; and

WHEREAS, the parties to this joint resolution recognize the need for criminal justice system planning and coordination on a countywide basis; and

WHEREAS, the Omnibus Crime Control and Safe Streets Act of 1968 (P. L. 90-351), as amended, encourages and provides for the establishment of criminal justice coordinating councils in major urban areas to assure improved planning and coordination of criminal justice agencies and activities within those jurisdictions; and

WHEREAS, the President's Crime Commission in 1967 and the National Advisory Commission on Criminal Justice Standards and Goals in 1973 recommended that every urban area have a single planning agency for the coordination of crime control and prevention activities; and

WHEREAS, it is agreed that the effectiveness of such planning and coordination on a countywide basis would best be served by the establishment of a Criminal Justice Council for the purpose of coordinating activities which will improve and strengthen law enforcement and criminal justice, encouraging research and development activities directed toward the improvement of law enforcement and criminal justice and assisting in the development of new methods for the prevention and reduction of crime and juvenile delinquency; and

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WHEREAS, the Criminal Justice Council will have the goal of coordinating the plans and programs of the various criminal justice agencies in Dade County and the City of Miami; and

WHEREAS, the Dade-Miami Criminal Justice Council shall be composed of administrative and executive level officials representing the Criminal Justice agencies of Dade County and the City of Miami, elected officials and interested citizens, as well as a staff component; and

WHEREAS, this Board desires to accomplish the purposes outlined in the memorandum from the County Manager, a copy of which is attached to this resolution, for the reasons delineated therein,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DADE COUNTY, FLORIDA:

Section 1. That this Board hereby approves, establishes and recognizes the Dade-Miami Criminal Justice Council for interagency planning and coordination of crime control, and criminal justice activities for Metropolitan Dade County and the City of Miami.

Section 2. That this Board approves the Law Enforcement Assistance Administration grant application for the Dade-Miami Criminal Justice Council project and certifies that if such grant be made, the Applicant shall provide or make necessary arrangements to provide such funds and/or in-kind contributions in addition to the grant as may be required by the Act to defray the cost of the project generally described in the attached memorandum from the County Manager; authorizes the County Manager to execute said application, to expend the funds received; and to subcontract for the use of these funds as set forth in the grant application.

The foregoing resolution was offered by Commissioner

~~Clara Oesterle~~, who moved its adoption. The motion was seconded by Commissioner ~~Ruth Shack~~, and upon being put to a vote, the vote was as follows:

Neal F. Adams	Aye
Clara Oesterle	Aye
William G. Oliver	Aye
Jeverly B. Phillips	Aye
James F. Redford, Jr.	Aye
Harvey Ruvlin	Aye
Barry D. Schreiber	Aye
Ruth Shack	Aye
Stephen P. Clark	Absent

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RAC:se

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The Mayor thereupon declared the resolution duly passed and adopted
this 7th day of February, 1978.

DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

RICHARD P. BRINKER, CLERK

Approved by County Attorney as
to form and legal sufficiency.

RAG

By: EDWARD D. PHELAN
Deputy Clerk.

//

STATE OF FLORIDA)
) SS:
COUNTY OF DADE)

I, RICHARD P. BRINKER, Clerk of the Circuit Court in and for Dade County, Florida, and Ex-Officio Clerk of the Board of County Commissioners of said County, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of Resolution No. R-103-78, adopted by the said Board of County Commissioners at its meeting held on February 7, 19 78.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal on this 14th day of February, A. D. 19 78.

RICHARD P. BRINKER, Ex-Officio Clerk
Board of County Commissioners
Dade County, Florida

By Elizabeth D. Elbin
Deputy Clerk



SEAL

Board of County Commissioners
Dade County, Florida

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RESOLUTION NO. 80-152

A RESOLUTION DESIGNATING TWO MEMBERS OF THE CITY COMMISSION TO SERVE AS CITY OF MIAMI REPRESENTATIVES ON THE DADE-MIAMI CRIMINAL JUSTICE COUNCIL

WHEREAS, the City Commission through Resolution No. 78-66, adopted on January 24, 1978, recognized the Dade-Miami Criminal Justice Council as an effective inter-agency planning and coordinating body for establishing fruitful and productive crime control measures and activities for all of Dade County, Florida; and

WHEREAS, the City Commission through the same Resolution No. 78-66 did commit itself through the Dade-Miami Criminal Justice Council to continue its voluntary cooperation with Dade County in the planning and coordination of crime control and criminal justice activities; and

WHEREAS, the City Commission fulfilled the City of Miami's commitment to participate in the Dade-Miami Criminal Justice Council by designating three of the members of the City Commission to serve as City of Miami representatives on the Dade-Miami Criminal Justice Council; and

WHEREAS, two of the three City of Miami representatives no longer serve as Commissioners of the City of Miami;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF MIAMI, FLORIDA:

Section 1. The following members of the City Commission are hereby designated to serve as the City of Miami's representatives to the Dade-Miami Criminal Justice Council in the two existing vacancies:

- Vice Mayor Armando E. Lacasa
- Commissioner Joe Carollo

PASSED AND ADOPTED this 28 day of FEBRUARY, 1980.

MAURICE A. FERRE
Maurice A. Ferre
MAYOR

ATTEST:
Ralph G. Ongie
Ralph G. Ongie, CITY CLERK

PREPARED AND APPROVED BY:

Robert F. Clark
Robert F. Clark, ASSISTANT CITY ATTORNEY

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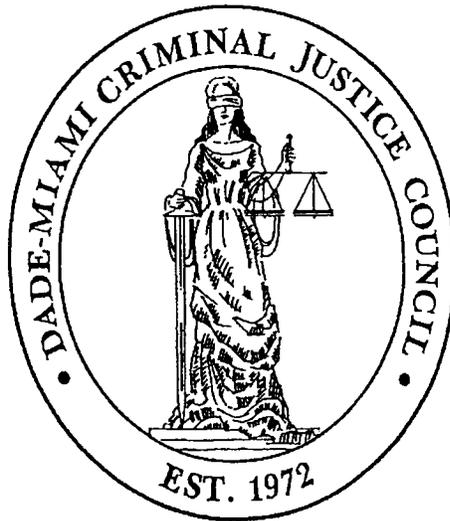
APPROVED AS TO FORM AND CORRECTNESS:

CITY COMMISSION
MEETING OF
FEB 28 1980
80-152
RESOLUTION NO.

BYLAWS

APPROVED

MAY 18, 1981
SEPTEMBER 08, 1983
SEPTEMBER 1, 1987
SEPTEMBER 11, 1998
JANUARY 14, 1999
MARCH 22, 1999
JULY 30, 1999
JANUARY 19, 2001
MAY 4, 2001
JULY 12, 2001



DADE-MIAMI CRIMINAL JUSTICE COUNCIL
111 N.W. FIRST STREET - 22ND FLOOR
MIAMI, FLORIDA 33128

July 12, 2001

Dade-Miami Criminal Justice Council

Bylaws

Article I - Name

The name of this Council shall be the Dade-Miami Criminal Justice Council.

Article II - Creation

By Ordinance adopted January 24, 1978, by the City of Miami Commission and by Resolution adopted February 7, 1978, by the Miami-Dade County Board of County Commissioners, the Dade-Miami Criminal Justice Council was established and officially recognized for the county-wide coordination of criminal justice activities. This Council will assume all responsibilities formerly carried out by the Dade County Criminal Justice Advisory Council which had been established by action of the Governor's Council on Criminal Justice (GCCJ), now the Florida Council on Criminal Justice (FCCJ), on May 12, 1972, and in accordance with applicable provisions of the Omnibus Crime Control and Safe Streets Act of 1968 and subsequent amendments to the Act, the Juvenile Justice and Delinquency Prevention Act of 1974, the Justice System Improvement Act of 1979, and guidelines of the Law Enforcement Assistance Administration (LEAA). This Council also meets the requirements of the Justice System Improvement Act of 1979 and all relevant guidelines in order to qualify as the Criminal Justice Advisory Board (CJAB) for the combination Miami-Dade County Entitlement Jurisdiction.

Article III - Purpose

The Dade-Miami Criminal Justice Council shall be responsible for the following functions:

1. To encourage and facilitate coordination and cooperation between and among the various agencies of the criminal justice system of Miami-Dade County;
2. To provide for coordination through the efficient and effective use of federal funds from various sources to improve the criminal justice system;
3. To provide advice to local officials on city and county criminal justice related programming and funding needs as requested;
4. To provide legislative analysis and development at the local, state and federal levels;
5. To consider local criminal justice issues as they arise and are brought to the attention of the Council or its staff, thus encouraging appropriate cooperative criminal justice agency response;
6. To provide technical assistance to criminal justice-related agencies in the areas of concept development, grant writing, data collection, record keeping, evaluation, etc.;
7. To serve in an advisory role in comprehensive planning for all segments of the criminal justice system in Miami-Dade County;
8. To serve in an advisory capacity, when asked, to any private or public agency whose activities are related to the criminal justice system.

Article IV - Composition

Section 1: Number

There shall be up to 36 members of the Council, composed of local criminal justice agency administrators, public officials, and interested citizens, based upon their generally recognized expertise, involvement and interest in improving the total criminal justice system.

Section 2: Appointment of Members

Appointments to the Council shall be made by the Chairperson of the Dade-Miami Criminal Justice Council in accordance with the following procedures:

A. Representatives from Miami-Dade County:

1. The Mayor of Miami-Dade County shall select (4) members for appointment by the Chairperson according to the following classifications:
 - a) The Mayor of Miami-Dade County or a representative of the Office of the Mayor
 - b) Three (3) Miami-Dade County Commissioners
2. The County Manager shall select four (4) members for appointment by the Chairperson according to the following classifications:
 - a) The Miami-Dade County Manager or his/her designee
 - b) The Director of the Miami- Dade Police Department
 - c) The Director of the Miami-Dade Department of Corrections and Rehabilitation
 - d) The Miami-Dade County Medical Examiner

B. Representatives from the City of Miami:

1. The Mayor of Miami shall select one (1) City of Miami Commissioner for appointment by the Chairperson.
2. The City Manager of Miami shall select two (2) members for appointment by the Chairperson according to the following classifications:
 - a) The Miami City Manager or his/her designee
 - b) The Miami Police Chief

C. The Chairperson of the Council shall appoint eleven (11) members as required by virtue of their official positions which are as follows:

1. The Chief Judge of the Eleventh Judicial Circuit
2. The State Attorney
3. The Public Defender
4. The Clerk of the Court

5. The Superintendent of the Miami-Dade County Public School System
6. The District XI Administrator, Florida Department of Children and Families
7. The Circuit XI Manager, Florida Department of Juvenile Justice
8. Three (3) Representatives of the Miami-Dade County League of Cities, Inc.
9. One (1) Police Chief representing the Dade County Association of Chiefs of Police

D. A Nominating Committee comprised of Council Members will be appointed by the Chairperson to fill any vacancies up to a maximum of eleven (11). These recommendations should comprise a broad representation from the community:

E. Council may designate two (2) former chairpersons who have served in a distinguished fashion and who will continue to be Council members honored as Chairperson Emeritus.

Section 3. Resignation and Vacancy

If a Council member desires to resign, a letter of resignation shall be forwarded by the Council member to the Chairperson. In cases of resignation, death, prolonged illness, or excessive absenteeism, the Chairperson shall remove the member and appoint a new member from the same category to serve for the remaining portion of the original member's term.

Section 4. Term of Office for Members

Each member shall be appointed for a two-year term.

Members serving by virtue of their official position shall serve as long as they are in that position and are in good standing in terms of attendance requirements. Upon their leaving their position, they shall relinquish their Council membership.

Members appointed by the Chairperson may be re-appointed or replaced at the end of their two-year term. If they should change their representative status during their term in office they shall relinquish their Council membership.

Article V - Officers

Section 1. Election of Chairperson, Vice-Chairperson, Second Vice-Chairperson, and Third Vice-Chairperson.

The current Chairperson, Vice-Chairperson, Second Vice-Chairperson and Third Vice-Chairperson shall serve for terms ending June, 2000 and they are eligible to succeed themselves in these offices. Future elections of the Chairperson, Vice-Chairperson, Second Vice-Chairperson and Third Vice-Chairperson shall take place in the following manner:

The Chairperson shall appoint a five (5) person Nominating Committee from among the membership of the Council no later than April 1 of each year ending with an even number beginning with 2000. The Nominating Committee shall recommend one (1) Council member in good standing for Chairperson, one (1) Council member in good standing for Vice-Chairperson one (1) Council member in good standing for Second Vice-Chairperson and one Council member in good standing for Third Vice-Chairperson for the (2) two-year term commencing in June of that year. These recommendations shall be forwarded to the Chairperson no later than May 1 of the same year and the Chairperson shall submit these names to the full membership of the Council for a vote at the next regularly scheduled meeting of the Council. At that time, the Chairperson shall call for any additional nominations from the membership. To be nominated, a person must be a current member of the Council in good standing and must agree to serve if elected.

Only Council members in good standing who are present at the meeting may vote for the new Chairperson, Vice-Chairperson, Second Vice-Chairperson, and Third Vice-

Chairperson. This action will require a majority vote of those members in attendance at the meeting of the full membership.

If a vacancy in the position of Chairperson should occur due to resignation, incapacity, prolonged illness, death, or other reason in the middle of a term, the Vice-Chairperson shall assume the role of Chairperson for the balance of that term or until the Chairperson

returns. If a vacancy in the position of Chairperson and Vice-Chairperson should occur due to resignation, incapacity, prolonged illness, death or other reason, in the middle of a term, the Second Vice-Chairperson shall assume the role of Chairperson for the balance of that term or until the Chairperson or Vice-Chairperson returns. If a vacancy in the positions of Chairperson, Vice-Chairperson and Second Vice-Chairperson should occur due to resignation, incapacity, prolonged illness, death or other reason, in the middle of a term, the Third Vice-Chairperson shall assume the role of Chairperson for the balance of that term or until the Chairperson, Vice-Chairperson or Second Vice-Chairperson returns.

If a vacancy in the position of Vice-Chairperson should occur due to resignation, incapacity, prolonged illness, death, or other reason, in the middle of the term, the Chairperson shall appoint a new Vice-Chairperson from among the Council membership and that person shall serve for the balance of that term or until the Vice-Chairperson returns.

The Council may designate a former Chairperson who has served in a distinguished fashion and who will continue to be a Council member to be honored as Chairman Emeritus. This action will require a majority vote of those members in attendance at an appropriate meeting of the full membership.

Section 2. Appointment of Secretary

The Secretary shall be the Justice System Support Administrator, assigned to the Miami-Dade County Department of Human Services. The Secretary shall be the supervisor of the staff of the Dade-Miami Criminal Justice Council. He/She shall serve at the pleasure of the Dade-Miami Criminal Justice Council. The Secretary's responsibilities to the Council shall include, but not be limited to:

- A. Providing a transcript of minutes of all Council meetings;
- B. Preparing the Council's agenda;
- C. Providing for the notification of Council members of Council meetings and for the public notices of such meetings;

- D. Arranging for each Council meeting as to location and materials for distribution;
- E. Preparing and distributing materials of an informative nature to each Council member;
- F. Giving a staff report on relevant activities; and
- G. In the absence of the Chairperson, Vice-Chairperson, Second Vice-Chairperson and Third Vice-Chairperson, the Secretary shall select an acting Chairperson.

The Secretary may delegate these aforementioned duties to members of the staff of the Dade-Miami Criminal Justice Council, which shall act as the research and clerical arm of the Council.

Section 3. Duties of Officers

These officers shall perform the duties described by these Bylaws, and by the parliamentary authority adopted by the Council.

Article VI - Committees

Section 1. Executive Committee

The Dade-Miami Criminal Justice Council shall have an Executive Committee to be comprised of the Chairperson, Vice-Chairperson, Second Vice-Chairperson and Third Vice-Chairperson.

The functions of the Executive Committee shall be to:

- A. Prepare emergency resolutions, when necessary;
- B. Review and discuss routine parts of any relevant planning and comprehensive application process;
- C. Review, discuss, and comment on grant applications and concept papers when deadlines are imminent and no full Council meeting is scheduled prior to the deadlines;
- D. Discuss selected Council agenda items prior to a full Council meeting;
- E. Receive and review criminal justice-related issues of interest to the community which are brought forth in writing by federal, state, or local governmental agencies, Council members, or recognized community organizations; and

- F. Review said issues and make recommendations to the full Council regarding whether these issues should be accepted for study. It will be the responsibility of the full Council to accept or reject said issues.

Announcement of a quorum and passage of motions in said Executive Committee shall be governed by Article VII, Sections 4 and 5 of the Bylaws. Each member of the Executive Committee shall be entitled to one (1) vote. No alternates may be authorized to vote at an Executive Committee meeting. Results of Executive Committee action will be made known to all Council members at the next scheduled full Council meeting.

Section 2. ad hoc Committees

The Council Chairperson may appoint an "ad hoc" Committee for special purposes. Each ad hoc Committee shall have no less than three (3) members. Non-Council members may be appointed by the Council Chairperson to serve on all committees except the Executive Committee but these non-Council members may not vote at Council meetings. Only Council members may serve as Chairperson or Vice-Chairperson of committees.

The duties of each committee shall include, but not be limited to:

- A. Aiding in the development of the problems, needs, and priorities used in any relevant comprehensive planning;
- B. Recommending needs and priorities to the Council to be used as guidelines for the funding of criminal justice projects by various funding sources at the federal, state and local levels;
- C. Providing analysis and development of legislation affecting its area of interest;
- D. Serving in an advisory capacity, when asked, to any private or public agency whose activities are related to criminal justice;
- E. Reviewing and making recommendations on all relevant grant applications before submission to the Criminal Justice Council; and
- F. Acting to carry out any other appropriate task designated by the Council or its Chairperson.

Section 5. Chairperson as "Ex-Officio" Member

The Chairperson shall be an ex-officio member of all Committees, with all rights and privileges stipulated in the current edition of Robert's Rules of Order.

Article VII - Meetings

Section 1. Regular Meetings

Regular meetings of the Council shall be held approximately four (4) times per calendar year and shall be held in Miami-Dade County. The Chairperson, or Secretary at the direction of the Chairperson, may schedule any regular meeting by giving written notice to each Council member. The notice shall include the date, time and location of the meeting, and shall be given at least ten (10) days prior to the meeting date. (Each Council member shall notify the Secretary at least (1) day before each meeting as to his/her inability to attend.)

Section 2. Special Meetings

Special meetings of the Council may be called by the Chairperson, upon request from five or more Council members, or from the Secretary. A notification of the date, time, location and agenda for any such meeting, will be sent to the members and other appropriate persons at least three (3) days prior to the meeting date. Only the items on the agenda will be acted upon at any special meeting.

Section 3. Committee Meetings

Meetings of committees shall be held at the direction of the Chairperson. Written notice, including date, time and location of the meeting shall be given to each committee member at least five (5) days prior to the meeting date.

Section 4. Quorum

In order to legally transact business, twelve (12) Council members must be present at the initial roll call at the commencement of any Council meeting or special meeting. If a quorum is not present at that time, the Chairperson may elect to proceed on an interim basis and continue to call the roll again at later times. If a quorum is not present within sixty (60) minutes after the

meeting is called to order, the meeting shall be adjourned. After a quorum is announced, Council business may continue to be transacted by the members remaining, provided that no vote may be taken unless a quorum is present. The same procedure will apply to Committee meetings, with a majority of the Committee constituting a quorum.

Section 5. Passage of Motions

After a quorum is announced, a majority of those voting (defined as those who cast "Yes" or "No" votes) shall be sufficient to pass the motion and make it the official act of the Council. The Chairperson shall be a voting member of the Council.

Section 6. Agency Interest

All Council members present at Council meetings, or their designated alternates at committee meetings, who are representing an agency applying for funds may vote on all issues relating directly to their agency, but such votes shall be recorded and shown.

Section 7. Roll Calls

The members' roll may be called upon any or all propositions. The Chairperson shall have the right to call for a voice vote by "Yea" or "Nay" providing, however, upon an objection by one member, a roll call vote shall be made. Additionally, any member voting who does not agree with the vote of the majority of the membership present and voting, may request that his/her position be recorded separately. The minutes shall reflect the results of each roll call or voice vote.

Section 8. Secretary

The responsibilities of the Secretary regarding meetings are stipulated in Article V, Section 2.

Section 9. Public Meetings

- A. It is the policy of the Dade-Miami Criminal Justice Council that all actions be taken openly and deliberations be conducted openly;
- B. All meetings shall be held at specified times and places which are convenient to the public. No meeting shall be held on a legal holiday;

- C. The Council shall supply copies of the notice of its regular meetings and notice of any special, rescheduled and reconvened meeting, to any newspaper of general circulation, or to any radio or television station that has filed a request for such notice. Public notices of all special, rescheduled or reconvened meetings will be given, provided the meeting is scheduled at least forty-eight (48) hours in advance.

Section 10. Participation in Meetings

- A. Proxies: Council members shall not be permitted to vote by proxy at Council meetings. A Council member must be physically present to be counted as part of the quorum, to record his or her vote, or to present a motion or motions; provided, however, that Council members, when unable to attend, may present signed and dated written communications which shall be distributed or read to Council members by the Secretary. A motion or motions may be made by other members concerning the contents of such communications.
- B. Alternate: A Council member may not designate an alternate with the right to vote at full Council meetings. A Council member may, however, designate a first and second choice alternate to attend committee meetings in the absence of the Council member. However, only one designated alternate per committee meeting shall be allowed voting privileges for a Council member. Total alternate voting privileges shall be allowed only for a maximum of three (3) consecutive meetings. The designation shall be made in writing to the Secretary of the Council.
- C. Guests: Non-Council members serving as representatives of, or accompanying Council members at any regular, special, or committee meeting(s), may participate in the general discussion under announced agenda items if recognized by the Chairperson, but may not vote on Council business unless he or she is a designated alternate participating in a committee meeting except as provided in Article VI, Section 2 of the Bylaws. Public or private presentations at Council meetings, however, must be placed on the agenda by the Secretary, upon written request of the presenter, no less than three (3) days in advance of any meeting.
- D. Disruption: Anyone disrupting or otherwise interfering with the conduct of a meeting shall, at the discretion of the Chairperson, be removed from the place of the meeting.

Section 11. Agenda

The Secretary shall prepare the agenda for all Council meetings. Items may be placed on the agenda by any Council member via a written request to the Secretary at least three (3) days prior to the scheduled meeting.

Section 12. Expenses

Council members shall not be entitled to reimbursement.

Section 13. Attendance

Each Council member shall be required to attend all scheduled meetings. Upon three (3) consecutive absences from regularly scheduled Council meetings without good cause, the Chairperson may remove the person from membership. A member must attend at least one Council meeting per year in order to remain in good standing.

Section 14. Other Business

In every agenda there shall be a category entitled "Other Business" for the initiation of matters not included in the agenda for that meeting.

Article VIII

Miami-Dade County Department of Human Services

Section 1. Justice System Support Administrator

The Justice System Support Administrator, assigned to the Department of Human Services shall serve as Council Secretary at the pleasure of the Department of Human Services and the Dade-Miami Criminal Justice Council. The Secretary of the Council shall serve in accordance with Article V, Section 2.

Section 2. Miami-Dade County Department of Human Services

A. The Miami-Dade County Department of Human Services shall provide staff to the Council. Its responsibilities will include, but not be limited to:

1. Soliciting of sub grant applications in proper form and submission of summaries of the same, with staff reports and recommendations, to the Council; .
2. Providing monitoring information regarding project status to the Council;
3. Preparing data and reports as requested by the Council;
4. Providing research and analyses relevant to Miami-Dade County's criminal justice system;
5. Acting as liaison between local criminal justice agencies to obtain interpretation of federal and state policies and guidelines;
6. Serving as the focal point for criminal justice planning, coordinating and related activities within Miami-Dade County; and
7. Serving as the day-to-day administrative center for the Dade-Miami Criminal Justice Council.

Article IX - Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order, shall govern the Council in all cases where procedural questions shall arise.

Article X - Amendment of Bylaws

These bylaws may be amended at any scheduled Council meeting by a two-thirds (2/3) vote of those present, provided that the proposed amendment shall have been distributed to all Council members at least seven (7) days prior to said meeting; or, without notice, they can be amended at any regular meeting by vote of a majority of the entire membership or by majority vote of those members responding to a mail out provided that at least seven (7) days are allowed for responses.

DADE-MIAMI CRIMINAL JUSTICE COUNCIL
Stephen P. Clark Center
111 NW 1st Street, 19th floor Conference Room
MIAMI FLORIDA 33128
OFFICIAL COUNCIL MINUTES
Thursday, November 12, 2009
10:00 a.m.

MEMBERS IN ATTENDANCE:

Paul T. Sweeney, Chairperson
Priscilla Rivera, Vice-chairperson
Carmen Caldwell, Third Vice-Chairperson
Hon. Carlos Martinez, Public Defender's Office
Tim Gomez, Mayor's Office)
Dr. Ana Teresa Carazo-Johanning
Gary Winston, State Attorney's Office
Richard Masten, Crime Stoppers
Kimberly Redmon-Jones, MDPD
Greg Feldman, DCF
Imran Ali, County Manager's Office
Chief David Ward,
Hon. Michael Pizzi, Mayor, Miami Lakes
Isabel Afanador, DJJ

Dr. Jharma Mallik (representing Mimi Sutherland)
Ian Moffett (representing Alberto M. Carvalho)
Anthony Dawsey (representing Dir. Timothy Ryan)

OTHERS IN ATTENDANCE:

Marta Vega (The Thurston Group)
Dr. Maxine Thurston-Fischer (The Thurston Group)
Doris Maya (The Thurston Group)
Ismael Gaudia, (The Thurston Group)
Valeria Aizic (The Thurston Group)

STAFF:

Rafael Martinez, Ed.D - MDC Office of Grants Coordination
Daniel T. Wall, MDC Office of Grants Coordination
Christian Schoepp, MDC Office of Grants Coordination

Agenda Item No. 1 –Pledge of Allegiance-Ms. Priscilla Rivera

The Dade-Miami Criminal Justice Council (DMCJC) November 12, 2009 meeting duly noticed was convened at 10:10 am by Mr. Paul Sweeney, Chairperson. Ms. Priscilla Rivera led the DMCJC in the Pledge of Allegiance.

Agenda Item No. III - Approval of DMCJC Minutes- Mr. Paul Sweeney

A motion was made for the approval of the August 20, 2009 minutes. The minutes were unanimously approved.

Agenda Item No. IV- FY 09-10 Funding Update – Mr. Dan Wall

(Agenda item presented later in the meeting as Mr. Wall had a schedule conflict with another meeting and arrived later)

Mr. Dan Wall provided an overview of the FY 2009-10 Community-Based Organization, Cultural Arts, and Mom and Pop funding and referenced the memorandum dated October 23, 2009 sent from the County Manager to the Board of County Commissioners (BCC). The highlights of the allocation methodology used by the BCC were discussed and included, among other issues, that funding for CBOs serving the elderly/senior population will remain at 100% and all others will continue to be funded at a 70% level based on last year's total allocation.

Mr. Wall explained the process being implemented by the Office of Grants Coordination is to contact the funded providers to inform them of the new allocations via an award letter and to request revised scopes of services, corresponding budgets, and other related documents. Mr. Wall also explained to the members that the BCC had allowed flexibility for agencies to modify or revise the scopes of services so that services can be more efficiently delivered given the new budget reductions. Mr. Wall informed the DMCJC members that the BCC had directed the Office of Grants Coordination to issue a Request for Proposals (RFP) for FY10-11. He also informed the Advisory Board members that the County Administration intends to re-introduce a resolution regarding the RPP that will mirror the same guidelines, allocation proportions, etc. adopted and recommended by the CBOAB and adopted by the Board of County Commissioners earlier in FY 08-09.

A discussion was conducted regarding the FY 09-10 RFP process and the possibility of the CBOAB recommending to the Board of County Commissioners to adopt the same process endorsed earlier this year by the **Advisory Board** and as amended by the Board of County Commissioners.

Hon. Carlos Martinez suggested that earlier next year (2010) the Dade Miami Criminal Justice Council should sponsor a one-day forum that will address the consequences of committing crimes, including arrest, prosecution, and incarceration issues. The forum could include issues related to teenagers being registered as sex offenders, etc. This would facilitate a discussion of the importance of the types of programs sponsored by the Criminal Justice Council. Ms. Redmon-Jones suggested that this effort be co-sponsored or a joint effort by all of the local entities, such as the Juvenile Justice Board, the Youth Crime Task Force, etc. that work with adult and juvenile offenders. Ms. Carmen Caldwell suggested that a Spanish component of such a forum be recorded for the

Spanish only population as well as a Haitian Creole version. Ms. Carmen Caldwell made a motion for the Criminal Justice Council to sponsor this multi-agency forum next year. The motion was seconded by Ms. Redmon-Jones and was unanimously approved.

It was suggested that staff send out a notification to all Council members asking for volunteers for an ad-hoc committee to plan this event. It was also suggested that members of this ad-hoc committee could be designees and not necessarily members of the Council.

Agenda Item No. V – FY 09-10 CJC Program Funding – Dr. Rafael Martinez

Dr. Martinez directed DMCJC members' attention to a hand-out that included the listing of the programs funded by the Dade-Miami Criminal Justice Council. He proceeded to explain that a 30% reduction across the board had been applied to all the funded programs per Board of County Commissioners mandate. The listing provided to the Council members included the FY 09-10 new allocations reflective of the 30% reduction. Dr. Martinez explained that the Board of County Commissioners also approved flexibility in the way these new allocations could be used. Funded programs (i.e., CBOs) will be expected to make certain changes in their scopes of service and corresponding budget that will allow for a more effective and meaningful utilization of funds in the delivery of services to the juvenile offender population. Dr. Martinez explained that DMCJC-funded programs will be allowed to modify the scope of services within limits so as not to interfere with the original best practice intervention models being utilized by the programs. The issue of consistency in best practice model implementation will also impact the evaluation process and the independent evaluator needs to reliably measure FY 09-10 program outcomes with previous years' results.

Mr. Paul Sweeney commented that the Council should take a close look at what's being funded in order to prepare for the forthcoming cuts anticipated for the next fiscal year. Mr. Sweeney suggested that in the near future, the Council needs to re-activate a "Program" committee to look at different issues and try to establish the most relevant service areas for the next funding cycle. Dr. Martinez stated that an RFP for human and social services will be released this fiscal year. The juvenile justice program service areas will be those identified by the Dade-Miami Criminal Justice Council and the Youth Crime Task Force joint committee established last year to examine all juvenile justice programs and identified areas of change and continuity. This process was conducted in consultation with the independent evaluator.

Ms. Kimberly Redmon-Jones asked for clarification on what happens to the funds of those programs that are terminated or for whatever reasons do not continue to provide services. Can the Criminal Justice Council determine how that money can be re-directed to other service areas within the criminal justice system? Can the Council establish how the funding will be allocated?

Hon. Carlos Martinez stated that having criminal justice funding merged with the larger CBOs allocations did not seem like a good practice. Criminal justice programming addresses the safety needs of the community and thus should be considered separate and controlled independently by both the Criminal Justice Council and the Youth Crime Task Force.

Dr. Martinez stated that the Community-Based Organization Advisory Board, an entity established by the Board of County Commissioners, had allocated a percentage of the total CBO funding to be dedicated to Criminal Justice programming. Ms. Isabel Afanador, a member of both the DMCJC and the YCTF, was appointed by the Mayor to this Advisory Board and has consistently voiced the interests of both boards, and the importance of maintaining the same funding proportional allocations to address criminal justice needs.

Council members held a discussion regarding the role played by the Criminal Justice Council in its capacity as an advisory board to the Board of County Commissioners. Mr. Sweeney pointed out the history of the Council and how it used to not only run programs but research specialized topics impacting the criminal justice system. Hon. Carlos Martinez mentioned as an example a recently appointed re-entry advisory council and how there exists duplication of efforts as the Criminal Justice Council includes all the key players and could fulfill the functions of said re-entry advisory council.

Hon. Pizzi thanked the Council members for the opportunity to participate in the CJC crime prevention effort and provided a description of teen pre-trial diversion program in his city that includes mock trials and peers court as a way to divert juvenile offenders from the criminal justice system. The sanctions involved in this system are community service, mentoring and peers' sanctioning. Mr. Sweeney thanked Mayor Pizzi for providing information and making the program available to the juvenile justice practitioners.

Agenda Item No. VI – Sunset Review Approval – Dr. Rafael Martinez

Dr. Martinez explained to the Council members that the Dade-Miami Criminal Justice Council was up for its biennial BCC review. He directed members to a "Sunset Review Questionnaire" that was included in the meeting hand-outs. Each of the questionnaire items were reviewed and various changes and additions were made to the draft presented in the meeting. These were: 1) include an attachment with the names of the Council members, 2) modify the section that addresses the date of the Council's creation to reflect that it was previously called the Dade County Justice Planning Council and subsequently established by Resolution by the BCC, 3) add in the "Accomplishments" section some of the statistics regarding youths/families served, # of participants in the Gang Summit, etc. 4) add the Council's role as a clearing house for criminal justice legislative items, 5) look into the possibility of changing the name to "Miami-Dade" Criminal Justice Council instead of "Dade-Miami", 6) identify the

Department of Juvenile Justice as "State of Florida Department of Juvenile Justice", 7) change "Juvenile Justice Board" to "Juvenile Justice Board to the Department of Juvenile Justice".

A motion was made to approve the Sunset Review with the changes/additions suggested by the Council members. The motion was seconded and unanimously approved.

Agenda Item No. VIII - Old Business (No Old Business) – Mr. Paul Sweeney

There was no old business discussed.

Agenda Item No. IX - New Business – Mr. Paul Sweeney

There was no new business discussed

Agenda Item No. X -Adjournment

The DMCJC meeting adjourned at 12:00 noon.