

# Memorandum



**Date:** April 6, 2010

Agenda Item No. 1(F)9

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

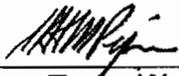
**From:** George M. Burgess  
County Manager

**Subject:** Sunset Review of County Boards for 2010 – Hispanic Affairs Advisory Board

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This item was amended at the March 25, 2010 meeting of the Housing and Community Development Committee to correct a scrivener's error. It should be noted on handwritten page 3 that there have been 16 meetings with quorum, not 17.

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 Hispanic Affairs Advisory Board. The Board approved the attached report at its meeting on November 10, 2009 and has recommended the continuation of its board.

  
Irene Taylor-Wooten  
Special Assistant, Social Services

cmo07810

**Date:** January 8, 2010  
**To:** George M. Burgess  
County Manager  
**From:** Roymi V. Membiela  
Chairperson, Hispanic Affairs Advisory Board  
**Subject:** Sunset Review of County Boards for 2010 - Hispanic Affairs Advisory Board

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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 Hispanic Affairs Advisory Board for transmittal to the Board of County Commissioners (BCC). The Board approved the attached report at its meeting of November 10, 2009.

It is recommended that the BCC approve the continuation, of the Hispanic Affairs Advisory Board.

#### **BACKGROUND**

The Miami-Dade County Hispanic Affairs Advisory Board (MDCHAAB) was established by Ordinance No. 92-41 in May 1992 at the request of Commissioner Alex Penelas. Its 13 members are appointed by the Board of County Commissioners to serve in an advisory capacity to them, to the community and to all agencies and persons in Miami-Dade County, "with respect to matters pertaining to the Hispanic community.

The Miami-Dade County Hispanic Affairs Advisory Board's Mission as established by the Board of County Commissioners is to improve the quality of life of Hispanic citizens, to identify and monitor the needs and/or interests of Hispanic citizens, develop programs addressing such issues, encourage involvement of Hispanics in matters of community concerns, support the development of Hispanics in leadership roles, and recommend to the Board of County Commissioners legislation supporting Hispanic issues.

The Hispanic Affairs Advisory Board should continue to function to accomplish the mandates of the Board of County Commissioners when they established the board, which is to improve the quality of life for Hispanic citizens in Miami-Dade County. The 2002 Census as well as other recent statistics shows that the Hispanic community is growing at a rapid pace and that it keeps growing. The recent surveys show the Hispanic population at 62%. Therefore, it is of vital importance that the Hispanic citizens and immigrants have an organization to utilize and consult with in attempting to solve their problems. An organization that identifies and monitor their needs and interest in matters of community concern. An organization that will develop programs addressing those issues and support the development of Hispanics in leadership roles. An organization that will educate and guide Hispanic citizens and immigrants in the right direction.

  
\_\_\_\_\_  
Roymi V. Membiela  
Board Chairperson

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

**I. GENERAL INFORMATION**

**1. Name of Board reporting:**

Miami-Dade County Hispanic Affairs Advisory Board (M.D.C.H.A.A.B.)

**2. Indicate number of board members, terms of office, and number of vacancies:**

HAAB total membership is thirteen (13); currently, it has thirteen (13) active members. Members are appointed for a term of four (4) years. Currently, the board has no (0) vacant positions.

**3. Identify number of meetings and members' attendance (Attach records reflecting activity from Jan. 1, 2008 through December 31, 2009):  
Attendance Records:**

HAAB held a total of nineteen (19) meetings from Jan 1, 2008 through December 31, 2009, sixteen (16) with a Quorum. (SEE ATTACHED RECORD)

**4. What is the source of your funding?**

General Fund for administrative needs. Sponsors and the sale of event's tickets fund all Board's signature events and public forums.

**5. Date of Board Creation:**

Miami-Dade County Hispanic Affairs Advisory Board (M.D.C.H.A.A.B.) was created on May 19, 1992.

**6. Attach a copy of the ordinance creating the Board (Please include all subsequent amendments).**

See attached ordinances creating and amending the board.

**7. Include the Board's Mission Statement or state its purpose:**

MDCHAAB as established by the Miami-Dade Board of County Commissioners to improve the quality of life for Hispanic citizens-is to identify and monitor the needs and/or interest of Hispanic citizens, develop programs addressing such issues, encourage involvement of Hispanics in matters of community concerns, support the development of Hispanics in leadership roles, and recommend to the Board of County Commissioners legislation supporting Hispanic issues.

**8. Attach the Board's standard operating procedures, if any.**

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

SEE ATTACHED

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

SEE ATTACHED

**II. EVALUATION CRITERIA**

**1. Is the Board serving the purpose for which it was created? (Please provide detailed information).**

Yes. HAAB has been effective in carrying out its functions of identifying and monitoring the needs and interest of the Miami-Dade County Hispanic community and developing programs addressing such issues in order to improve their quality of life.

**• Is the Board serving current community needs? (Please provide detailed information)**

Yes. The Board has been successful in addressing community concerns impacting the Hispanic community as well as encouraging Hispanics to get involved in addressing and finding solutions to those concerns affecting their community.

- **What are the Board's major accomplishments?**

- a. **Last 24 months:**

During the last 24 months the board hosted significant events throughout the year that addressed community concerns and benefited directly the Hispanic Community of Miami-Dade County.

- The board hosted TV Talk Shows on Cable Tap on issues of interest to Hispanics. Members appeared on radio programs to discuss topics of interest to the Hispanic community.
- **HAAB hosted two Annual Retreat Workshops, in 2008 and 2009. The purpose of the workshop was to identify the board's goals and objectives for each year and plan its activities accordingly.**
- Partnered with Miami-Dade County Health Department to create awareness in the Hispanic community on the importance of practicing preventive medicine.
- HAAB has taken its monthly meeting to the community. It has hosted a meeting at Abriendo Puertas in little Havana and at the City of Doral Commission Chambers. The meetings have been well attended by the constituents of those sectors of the Miami-Dade County community. The board focus is to enhance the relationship between the cities and them.
- During the month of March 2008, HAAB hosted an Artists Forum to select the Hispanic Art Expressions Exhibit participants for 2008 and 2009.
- HAAB members keep advocating for fair and meaningful immigration reform for illegal residents.
- Hosted an annual luncheon and various art exhibits in celebration of Hispanic Heritage Month.
- HAAB's Outreach Committee established a public relations campaign with the purpose of enhancing the board's identity, visibility and networking abilities. Committee members visited

with the most important means of communication in the Hispanic sector to establish a closer relationship and facilitate the promotion of all board events. HAAB members have been inviting guests to the monthly meetings in an effort to increase the Board's intergroup relations.

- HAAB hosted a one-day conference on the "Impact of Immigration Laws in Our Community". The purpose of the conference was to educate our citizens and raise the level of awareness in our community regarding the new immigration laws and policies. The conference had two sessions; each session had five panel members, which included immigration lawyers and Ms. Linda Swacina, Director of the Immigration Homeland Security Department. The conference was very informative and well attended.
- Co-Chaired various service fairs with different organizations throughout Miami-Dade County. The purpose was to enhance inter-group relations and make the board available to the constituents.
- Participated in the FEDEX Women in Business Forum held at the Biltmore Hotel.
- HAAB has worked with the Miami-Dade County Health Department and the Heart Association on initiatives to educate the Hispanic community on the availability of health services for non-insured constituents. Also on creating awareness on the importance of practicing preventive medicine.
- The Board has convened a series of community focus group meetings, at the Latin Quarter Cultural Center. The purpose of the groups was to find out from constituents what are the most pressing issues related to health, education and immigration. The meetings were attended by citizens from various sectors of the Hispanic community who pointed out the most important issues that the board should focus on in order to assist the community.
- HAAB staff provided continued advise, guidance and referrals regarding community services and problem solving to walk in constituents as well as to phone calls.
- HAAB has participated along with other community based organizations in requesting and supporting the extension of

Temporary Permanent Status (TPS) for Hondurans and Nicaraguans. Members have been actively lobbying the Congress and the U.S. President regarding this issue.

- HAAB has partnered with VITAS Innovative Hospice Care to conduct quarterly educational forums throughout the Hispanic community on programs and services available to the elderly. The board hosted its first forum on Wednesday, December 9, 2009, at the Hialeah Hospital Anderson Auditorium. It was attended by owners and administrators of Assisted Living Facilities (ALF). The presenters included; Medicare, Medicaid, SHINE Program, American Elder Care, Hialeah Hospital Acute Care for the Elderly and VITAS.
- HAAB partnered with the Internal Revenue Services IRS to bring awareness to the Hispanic community of Miami-Dade County of the initiatives that are available through the American Recovery and Reinvestment Act. The board and the IRS will be hosting Tax Fairs during the month of February and March 2010 in different sectors of the Hispanic community. The IRS will prepare the constituents Tax Returns free of charge.

**b. Since established:**

- HAAB has had accomplishments since its creation in 1992. The most important were: "Vision 2020" a study and conference covering five years on the vision of What Miami-Dade County Will Be In The Year 2020".
- "Bazaar of Services" held once a year, which is a one-day event where different service providers and organizations get together to inform the citizens about the types of services they offer.
- "Local Government Working for the Community" a program dedicated to educate students on government issues, held three times a year in conjunction with the School System.
- "Entre Hispanos" a series of T.V. programs held at WLRN for one (1) hour every Tuesday for six months, on educational topics of interest to the Hispanic community of Miami-Dade County.

- HAAB in partnership with the Internal Revenue Service hosted "Tax Fairs at the Mall of the Americas and at the Cutler Ridge Mall on Saturdays during tax season, to provide a wide range of free services to the Hispanics citizens of Miami-Dade County. Some of the services that were provided included: Simple income tax preparation; prepare W-7 forms; answer income tax questions and distributed selected IRS Publications and forms. Direct Services were provided to more than 600 people. The tax fair was a yearly project.
- HAAB hosted the "Hispanic Art Expressions" Exhibit throughout the month of October in celebration of Hispanic Heritage. The event was held at various sites within the Hispanic community. The art exhibit featured the talent and richness of local artist from Latin America, the Caribbean and Spain. Over thirteen (13) Latin countries were represented at the exhibit. Its mission is to educate the Miami-Dade County citizens on the richness of the Hispanic Culture. Its main goal is to contribute to the education of economically disadvantage Hispanic students. The participating artist agreed to donate a percentage of the art sales along with sponsor's donations through HAAB to Miami-Dade students. Direct benefits were provided to Hispanic youth, the exhibit is a yearly project.
- HAAB hosted the "Hispanic Role Model and Future Leader Award Luncheon", which was established by the board to recognize a Role Model, which is an award that is presented to a Hispanic who has contributed to the enhancement and development of business, culture and education in our community. It also recognizes a future leader, an award that is presented to a young Hispanic who is active in the Miami-Dade County community and who has demonstrated leadership skills in the Hispanic community.
- HAAB also hosted Public Forums on the topics of health, education and immigration outreaching to the constituents to provide advice.
- Hosted health fairs to provide free services to the constituents.
- Hosted voter's registration drives in different sectors of the Hispanic community to educate the public on the importance of voting during elections.
- Advocates for all legislation that brings benefits to the Hispanic community of Miami-Dade County.

- Partners with service providing organizations to bring free services to the Hispanic community.
- Interacts with the cities and municipalities in order to enhance intergroup relations.

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?**

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).**

Direct and Indirect-operating cost of the board for fiscal year 2008 was \$44,917.00  
And for fiscal year 2009 was \$42,965.00.

8. **Describe the Board's performance measures developed to determine its own effectiveness in achieving its stated goals.**

**HAAB's Performance Measures are:**

- Meeting on a monthly basis
- Identifying and monitoring the needs and interest of the Hispanic community in order to improve their quality of life.
- Encouraging the involvement of Hispanic in addressing and finding solution to community concerns
- Holding programs and activities addressing topics of interest to the Hispanic community
- Maintaining a line of communication between the board and the Miami-Dade County Commission and administration, community organizations, and the constituents
- Collaborating with other advisory boards in the department by hosting programs together to enhance inter-group relations.
- Networking with the various cities and municipalities in an effort to unite all sectors of the Hispanic Community.

Miami-Dade County Hispanic Affairs Advisory Board Members Attendance Records  
2009

	January 13, 2009	February 10, 2009	March 10, 2009	April 14, 2009	May 18, 2009	June 9, 2009	July 14, 2009	August	September 8, 2009	October 20, 2009	November 10, 2009	December
Gloria Barbier	EXCUSED	EXCUSED	EXCUSED	EXCUSED	PRESENT	PRESENT	EXCUSED	NO MEETING	PRESENT	EXCUSED	EXCUSED	NO MEETING
Manuel Benitez	PRESENT	EXCUSED	PRESENT	EXCUSED	EXCUSED	PRESENT	PRESENT		PRESENT	PRESENT	EXCUSED	
Maril Cancio	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT	EXCUSED	PRESENT		PRESENT	PRESENT	EXCUSED	
Xiomara Casado <i>(no appointment)</i>	EXCUSED	PRESENT	PRESENT	PRESENT	EXCUSED	EXCUSED	PRESENT		PRESENT	PRESENT	PRESENT	
Lysa Cuellar-Vidal	EXCUSED	PRESENT	PRESENT	EXCUSED	EXCUSED	PRESENT	PRESENT		EXCUSED	PRESENT	PRESENT	
Yvelice Gonzalez	ABSENT	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT		PRESENT	EXCUSED	EXCUSED	
Royml Mambiela	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT		PRESENT	EXCUSED	PRESENT	
Isaiah Rodriguez	ABSENT	ABSENT	RESIGNED									
Vivian Rosado	EXCUSED	PRESENT	PRESENT	EXCUSED	EXCUSED	PRESENT	PRESENT		EXCUSED	EXCUSED	PRESENT	
Tomy Wagner	ABSENT	EXCUSED	PRESENT	EXCUSED	EXCUSED	ABSENT	EXCUSED		PRESENT	EXCUSED	EXCUSED	
Miguel Abad	NEW MEMBER STARTED IN MARCH	NEW MEMBER STARTED IN MARCH	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT		PRESENT	PRESENT	PRESENT	
Felipe Villarreal	NEW MEMBER STARTED IN MARCH	NEW MEMBER STARTED IN MARCH	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT		EXCUSED	PRESENT	PRESENT	
Edith E. Perez	NEW MEMBER STARTED IN JULY	NEW MEMBER STARTED IN JUNE							PRESENT	PRESENT	PRESENT	
Jorge N. Iglesias	NEW MEMBER STARTED IN JULY								EXCUSED	PRESENT	PRESENT	
TOTAL ATTENDANCE	3	0	10	6	6	6	11		9	8	8	0
QUORUM	NO	YES	YES	YES	YES	YES	YES		YES	YES	YES	YES

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Miami-Dade County Hispanic Affairs Advisory Board Members Attendance Records  
2008

Board Member	January 8, 2008	February 12, 2008	March 11, 2008	APRIL 8, 2008	MAY 19, 2008	June 10, 2008	July 8, 2008	August	September 9, 2008	October 10, 2008	November 18, 2008	December
Gloria Barbier	PRESENT	PRESENT	PRESENT	EXCLUDED	PRESENT	ABSENT	PRESENT	NO MEETING	MEETING CANCELLED	PRESENT	PRESENT	NO MEETING
Manuel Benitez	PRESENT	EXCLUDED	EXCLUDED	PRESENT	PRESENT	EXCLUDED	PRESENT		DUE TO BAD WEATHER	PRESENT	EXCLUDED	CHRISTMAS PARTY
Marili Cancio	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT	PRESENT			PRESENT	PRESENT	
Xiomara Casado (Re-Appointed)	PRESENT	PRESENT	EXCLUDED	RESIGNED						EXCLUDED	PRESENT	
Lyse Cuellar-Vidal	PRESENT	PRESENT	EXCLUDED	PRESENT	EXCLUDED	EXCLUDED	PRESENT			PRESENT	EXCLUDED	
Joseph Guerra	PRESENT	PRESENT	PRESENT	PRESENT	EXCLUDED	RESIGNED	PRESENT			PRESENT	PRESENT	
Roymi Membiola	PRESENT	PRESENT	PRESENT	PRESENT	EXCLUDED	PRESENT	PRESENT			PRESENT	PRESENT	
Erika Mayor-Diaz	PRESENT	RESIGNED										
Tony Wagner	EXCLUDED	PRESENT	EXCLUDED	EXCLUDED	PRESENT	ABSENT	PRESENT			PRESENT	EXCLUDED	
Ileana Rodriguez					New Member Present	ABSENT	EXCLUDED			ABSENT	ABSENT	
Yvelice Gonzalez					New Member Present	PRESENT	PRESENT			EXCLUDED	PRESENT	
Vivian Rosado					New Member Present	PRESENT	EXCLUDED			PRESENT	PRESENT	
Blanca Guerra						New Member Present	PRESENT		RESIGNED			
TOTAL ATTENDANCE	8	7	4	5	7	5	8			7	6	
QUORUM	YES	YES	NO	YES	YES	NO	YES			YES	YES	

(Public Hearing 5-19-92)

April 7, 1992

Honorable Mayor and Members  
of the Board of County  
Commissioners

DATE

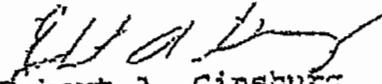
SUBJECT

Ordinance creating  
the Hispanic  
Affairs Advisory Board

Robert A. Ginsburg  
County Attorney

92-41

The attached ordinance was prepared and placed on the agenda  
at the request of Commissioner Alexander Penelas.

  
Robert A. Ginsburg  
County Attorney

RAG/mlm  
Attachment

ORDINANCE NO. 92-41

ORDINANCE CREATING THE DADE COUNTY  
HISPANIC AFFAIRS ADVISORY BOARD;  
PROVIDING BOARD'S PURPOSE AND FUNCTION;  
PROVIDING FOR MEMBERSHIP REQUIREMENTS  
AND TERMS; PROVIDING FOR STAFF SUPPORT;  
PROVIDING SEVERABILITY, INCLUSION IN THE  
CODE AND EFFECTIVE DATE

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF DADE  
COUNTY, FLORIDA:

Section 1. There is hereby created the Dade County  
Hispanic Affairs Advisory Board.

Section 2. The Dade County Hispanic Affairs Advisory  
Board shall be composed of twenty-seven (27) members who shall be  
permanent residents and electors of the county and who shall have  
a knowledge of and interest in the county's Hispanic community.  
Each county commissioner shall appoint three members of the  
Board: one member for an initial one-year term, one member for an  
initial two-year term, and one member for an initial three-year  
term. Appointments after the initial term shall be for a term  
of three years.

Section 3. The members of the Board shall elect a  
chairperson and vice chairperson, who shall serve at the will of  
the Board. Eighteen (18) members of the Board shall constitute a  
quorum necessary to hold a meeting and take any action. A  
majority vote of the quorum of the Board shall be necessary to  
take any action. Members shall serve without compensation.  
The chairperson or vice chairperson may call meetings of the

board. Meetings may also be called by written notice signed by eighteen (18) members. The Board at any duly noticed meeting may fix and call a meeting on a future date. All meetings shall be public.

Section 4. The Board shall have the following duties, powers and responsibilities:

(a) To serve in an advisory capacity to the county commission, the county administration, the community, and all agencies and persons in Dade County, Florida, in respect to matters pertaining to the Hispanic community of Dade County.

(b) To formulate and recommend plans and programs for coordination of the activities of governmental entities and nongovernmental agencies pertaining to the Hispanic community.

(c) It is the express purpose of this Board to serve as a medium for responsible persons to utilize and consult with in attempting to understand and solve the many complex problems involved with the Hispanic community in Dade county and to make findings and recommendations to the county commission and the county administration regarding such matters.

(d) The Board shall annually report to the commission as to its findings and recommendations.

(e) To perform such other duties as may from time to time be assigned to it by resolution of the county commission.

Section 5. The County Manager, County Attorney and Clerk of the Board shall provide appropriate support for the Hispanic Affairs Advisory Board.

Section 6. If any section, subsection, sentence, clause or provision of this ordinance is held invalid, the remainder of this ordinance shall not be affected by such invalidity.

Section 7. It is the intention of the Board of County Commissioners, and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Metropolitan Dade County, Florida. The sections of this ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section," or "article," or other appropriate word.

Section 8. This ordinance shall become effective ten (10) days after the date of enactment.

PASSED AND ADOPTED: MAY 19 1992

Approved by County Attorney as to form and legal sufficiency.

Prepared by:

SIC  
[Signature]

# 15

ORDINANCE NO. 93-114

ORDINANCE RELATING TO MEMBERSHIP ON COUNTY BOARDS; AMENDING SECTIONS 2-11.38 AND 2-11.38.2 OF THE CODE OF METROPOLITAN DADE COUNTY, FLORIDA; PROVIDING DEFINITION; PROVIDING FOR CHANGES IN MEMBERSHIP OF CERTAIN COUNTY BOARDS; PROVIDING FOR SUNSETTING OF CERTAIN COUNTY BOARDS; IMPOSING TERM LIMITATIONS; PROVIDING FOR GENDER BALANCE; PROVIDING FOR PUBLICATION; PROVIDING FOR FURTHER ORDINANCES AS NECESSARY; REPEALING ORDINANCES INCONSISTENT HEREWITH; AND PROVIDING FOR SEVERABILITY, INCLUSION IN THE CODE AND EFFECTIVE DATE

WHEREAS, the County currently has in excess of 65 County boards comprising a membership of almost 1000 people; and

WHEREAS, County boards serve a valuable role in the development of County policies by providing input to this Board and County staff; and

WHEREAS, this Board believes it is necessary to modify the structure of County boards to make them more efficient and more reflective of the community,

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

Section 1. "County board" is defined as the term is defined in Section 2-11.36.1 of the Code of Metropolitan Dade County.

Section 2. The number of members on the following boards shall be as follows as of the effective date of this ordinance:

Art in Public Places Trust (15)  
Board of Rules and Appeals (19)

Children's Services Council (22)  
Citizens Transportation Advisory Committee (26)  
Commission for the Advancement of the  
Physically Handicapped (13)  
Commission on the Status of Women (26)  
Community Relations Board (26)  
Construction Trades Qualifying Board (26)  
Cultural Affairs Council (15)  
Documentary Surtax Advisory Board (13)  
Environmental Advisory Task Force (13)  
Equal Opportunity Board (13)  
Film, Print and Television Advisory Board (13)  
Fire Prevention and Safety Appeals Board (13)  
Health and Human Services Board (13)  
Hispanic Affairs Advisory Board (13)  
Historic Preservation Board (13)  
Housing Finance Authority (13)  
HUD Advisory Board (22)  
Industrial Development Authority (13)  
Minimum Housing Appeals Board (13)  
Nuisance Abatement Board (13)  
Overall Economic Development Program Committee (18)  
Performance Commission (13)  
Planning Advisory Board (13)  
Shoreline Development Review Committee (13)  
Unsafe Structures Board (13)  
Zoning and Appeals Board (13)

Section 3. The following boards shall be abolished as of  
the effective date of this ordinance:

Biscayne Bay Management Committee  
Dade Beautification Advisory Board  
Independent Commission on Inquiry on Hurricane Andrew  
Personnel Advisory Board  
Public Service Board  
Solid Waste Management Citizens Task Force  
Sports Advisory Council  
Sunny Isles Review Committee  
Towing Task Force  
Tree and Forest Advisory Committee  
Young Peoples Council

Section 4. The Ground Transportation and Regulatory  
Advisory Committee shall remain in effect until February 28,  
1994. By that date the committee shall have submitted its final  
report and shall be abolished.

Section 5. The Finance Committee shall review the status of the Educational Facilities Authority and the Health Facilities Authority Council and shall report its findings and recommendations to this Board by January 1, 1994.

Section 6. The terms of all current members of County boards listed in Section 2 hereof shall terminate on November 17, 1993. Additionally, when the Commissioner who appointed a board member leaves office, the term of his or her appointees to County boards shall expire.

Section 7. Section 2-11.38 of the Code of Metropolitan Dade County, Florida, is hereby amended to read as follows:<sup>1</sup>

Sec. 2-11.38. Membership on boards.

\* \* \*

The primary consideration in appointing board members shall be to provide the board with the needed technical, professional, financial, business or administrative expertise. The membership of each board should be representative of the community at large and should reflect the gender, racial, ethnic and cultural make-up of the community.

\* \* \*

Section 8. Section 2-11.38.2 of the Code of Metropolitan Dade County, Florida, is hereby amended to read as follows:

Sec. 2-11.38.2. Term of Office.

(a) The terms of office of the members of each board shall be staggered.

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<sup>1</sup>Words stricken through shall be deleted. Underscored words constitute the amendment proposed. Remaining provisions are now in effect and remain unchanged.

~~(b)(1) No board member shall serve more than eight (8) consecutive years on any one board. The provisions of this section shall not apply to current board members. Nothing set forth in this subsection above shall prohibit any individual from being reappointed to a County board after a hiatus of two (2) years. Members of advisory boards and fund allocating boards shall be limited to six (6) consecutive years of service on any one (1) board; provided, however, that any person currently serving on a County board shall be permitted to serve until the expiration of his or her term.~~

~~(2) Members of regulatory boards, quasi-judicial boards and administrative boards shall be limited to nine (9) consecutive years of service on any one (1) board; provided, however, that any person currently serving on a County board shall be permitted to serve until the expiration of his or her term.~~

~~(3) By a two-thirds vote of the members of the full Board of County Commissioners, the limitations of subsections (b)(1) and (b)(2) hereof may be waived.~~

~~(c) Nothing set forth in subsection (b)(1) or (b)(2) above shall prohibit any individual from being reappointed to a County board after a hiatus of two (2) years.~~

Section 9. The Clerk of the Board, in consultation with the County Attorney, shall make certain that the published version of the County Code reflects the provisions of this ordinance.

Section 10. The County Manager or the County Attorney are hereby directed to prepare any necessary additional ordinances relating to membership on specific boards.

Section 11. This ordinance shall supersede the provisions of ordinances relating to specific boards only with regard to the number of members on those boards and term limitations. In all

other respects, the specific board ordinances shall govern until further action by the County Commission.

Section 12. If any section, subsection, sentence, clause or provision of this ordinance is held invalid, the remainder of this ordinance shall not be affected by such invalidity.

Section 13. It is the intention of the Board of County Commissioners, and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Metropolitan Dade County, Florida. The sections of this ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section," or "article," or other appropriate word.

Section 14. This ordinance shall become effective November 1, 1993.

PASSED AND ADOPTED: OCT 21 1993

Approved by County Attorney as  
to form and legal sufficiency.

Prepared by:

RAG  
[Signature]

BY-LAWS

MIAMI-DADE COUNTY

HISPANIC AFFAIRS ADVISORY BOARD

ARTICLE I

The name of this organization shall be the Miami-Dade County Hispanic Affairs Advisory Board. hereinafter known as the Hispanic Affairs Advisory Board (HAAB). An organization established by the Board of County Commissioners by Ordinance No. 92-41 passed and adopted on May 19, 1992.

ARTICLE II

OBJECT

Section 1. The object of this board shall be to continuously study the interests and needs of Dade County citizens who are of Hispanic origin; to encourage involvement of Hispanics in matters pertaining to community interest; to encourage and support the development of Hispanics in roles of leadership; to formulate and recommend the adoption of legislation supporting Hispanic issues.

Section 2. The Hispanic Affairs Advisory Board shall have the following duties, functions, powers and responsibilities as established in Dade County Ordinance No. 92-41:

- (a) To serve in an advisory capacity to the county commission, the county administration, the community, and all agencies and persons in Dade County, Florida, in respect to matters pertaining to the Hispanic community of Dade County.
- (b) To formulate and recommend plans and programs for coordination of the activities of governmental entities and non-governmental agencies pertaining to the Hispanic community.
- (c) It is the express purpose of this Board to serve as a medium for responsible persons to utilize and consult with in attempting to understand and solve the many complex problems involved with the Hispanic community in Dade county and to make findings and recommendations to the county commission and the county administration regarding such matters.
- (d) The Board shall annually report to the commission as to its findings and recommendation.
- (e) To perform such other duties as may from time to time be assigned to it by resolution of the county commission.

### ARTICLE III

#### MEMBERS

- Section 1. The Dade County Hispanic Affairs Advisory Board shall be composed of thirteen (13) members who shall be permanent residents and electors of the county and who shall have a knowledge of and interest in the county's Hispanic community.
- Section 2. Each county commissioner shall appoint one member of the Board for in initial three-year term. Appointments after the initial term shall be for a term of three years.
- Section 3. Members, while serving, shall not become candidates for election to any public office.
- Section 4. Members shall serve without compensation.
- Section 5. It shall be the responsibility of each member to attend to all meeting of the Hispanic Affairs Advisory Board and the Sub-Committee meetings of his or her primary assignment. A board member shall be automatically removed if, he/she fails to attend two (2) consecutive meetings without an acceptable excuse; or a total of three (3) regular board meetings in one (1) fiscal year. The Chairperson shall certify the same to the Board of County Commissioners. The member shall then be deemed to have been removed and a vacancy created. A member shall be considered to have attended a meeting only after remaining and participating at a regular meeting for not less than 75 percent of the duration of that meeting.
- Section 6. Each member shall serve on at least one (1) Sub-Committee.
- Section 7. Any member deserving to resign from the Hispanic Affairs Advisory Board shall submit his or her resignation in writing to the appointing Commissioner, or Mayor, the Chairperson and the Executive Director.

### ARTICLE IV

- Section 1. The members shall elect a Chairperson and a Vice-Chairperson. In addition, a Secretary shall be elected by the members. These officers shall perform the duties prescribed by these by-laws and by the parliamentary authority adopted by the membership.
- Section 2. At the regular meeting in February, the Chair shall open the floor for nominations starting with the office of Chairperson. Officers shall be elected by a voice vote if there is only one nominee and if more than one nominee by a simultaneous written ballot, signed by the member casting the ballot to be made a part of the public record. Officers shall serve for one year or until their successors are elected, and their term of office shall begin at the close of the meeting at which they are elected. No vote by proxy shall be permitted. Election shall be by a majority of the votes cast by members present and voting.

- Section 3. No members shall be eligible to serve more than two consecutive terms in the same office.
- Section 4. A vacancy in the office of Chairperson shall be filled by the Vice-Chairperson and a vacancy in the office of Vice-Chairperson shall be filled by the Secretary. The office of Secretary shall be filled by nomination and election according to Section 2 above at the meeting immediately following the declaring of the vacancy.
- Section 5. In addition to those duties prescribed by the parliamentary authority adopted by the membership. The Chairperson shall assign members to each Sub-Committee with due consideration for the desire of the member and the need of the Sub-Committee; shall present all reports to the Board of County Commissioners; may appoint a registered parliamentarian at his or her discretion; and shall serve as the only official representative and spokesperson for the Hispanic Affairs Advisory Board, unless otherwise authorized by a vote of the membership.
- Section 6. The Vice-Chairperson shall be of active assistance to the Chairperson and shall perform the duties of the Chairperson in his or her absence or inability to serve.

#### ARTICLE V

##### MEETING

- Section 1. Meetings shall be at a time and place designated by the Chairperson or Vice-Chairperson. Meetings may also be called by written notice signed by ½ of the members.
- Section 2. The regular meeting in February shall be known as the annual meeting and shall be for the purpose of electing officers, receiving annual reports of Officers and Sub-Committees, and for any other business that may arise.
- Section 3. Special meetings can be called by the Chairperson and shall be called upon the written request of ½ of the members. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least three days notice shall be given.
- Section 4. At least ½ of the full board membership shall constitute a quorum.

#### ARTICLE VI

##### SUB-COMMITTEES

- Section 1. Sub-Committees shall be created and each Sub-Committee, if more than one (1) shall have the responsibility for performing such duties as are necessary to accomplish the functions, powers and purpose of the Hispanic Affairs Advisory Board, as set forth in these by-laws.
- Section 2. Each Sub-Committee shall meet regularly upon the call of its Chair, and such meetings shall be announced and publicized.
- Section 3. Reports of Sub-Committee activities shall be provided in writing at the annual meeting and at such times as they shall be requested by the Chairperson. Copies of

reports shall be distributed at least five (5) days prior to the meeting calling for such report.

#### ARTICLE VII

##### PARLIAMENTARY AUTHORITY

Parliamentary procedure shall be conducted in accordance with the most current edition of Robert's Rules of Order when applicable and not inconsistent with these by-laws and any special rules of order properly adopted by this Board.

#### ARTICLE VIII

##### AMENDMENT OF BY-LAWS

These by-laws may be amended at any regular meeting by a one-half (1/2) vote of members present and voting, provided that the amendment has been submitted in writing to the membership at least fifteen (15) days prior to the meeting at which it will be considered.

**MIAMI-DADE COUNTY  
HISPANIC AFFAIRS ADVISORY BOARD  
BOARD MEETING  
November 10, 2009**

**MINUTES**

**PRESENT**

Magali Abad  
Xiomara Casado  
Jorge Iglesias  
Roymi Membiela  
Edilfa E. Perez  
Vivian Rosado  
Lyse Cuellar-Vidal  
Felipe Villaraus

**EXCUSED**

Gloria Barbier  
Manuel Benitez  
Marili Cancio  
Yvelice Gonzalez  
Tony Wagner

Guest: Maria Hidalgo Diaz, Community Relations Representative, VITAS – Forum Nov.  
17<sup>th</sup>

Board Chairwoman Roymi Membiela opened the meeting at 5:35 p.m. She thanked HAAB members and guest for attending the meeting. The meeting was held at Cubaocho Art and Research Center 1465 SW 8 St., Ste. 106, Miami, Florida.

Board Chairwoman Roymi Membiela asked HAAB members to review the October 20<sup>th</sup> Board Meeting Minutes and the 2010 Sunset Review Questionnaire and to make a motion to approve them.

Board Member Edilfa Perez moved to approve the minutes of the October 20<sup>th</sup> Board Meeting. Board Members Jorge Iglesias and Lyse Cuellar-Vidal seconded the motion and the motion passed.

Board Vice-Chair Xiomara Casado moved to approve the 2010 Sunset Review Questionnaire. Board Member Lyse Cuellar seconded the motion and the motion passed by 8 votes.

New Business:

Board Vice-Chair Xiomara Casado explained that Commissioner Diaz Ordinance staffing all advisory boards with their current Program Officer and creating a Chief Program Officer to supervise the board's Program Officer and bringing the advisory boards under the BCC Chairman Office failed and was tabled by a tied vote of three in favor and three against it. The Ordinance can be discuss again in 3 months, so it will be sometime in March 2010. That means that the positions of the 3 Program Officers that are facing laid off, need to be funded again by the Commission Chair or any other Commissioner to keep them in the payroll until the Ordinance is discuss again in March.

It really got out of control at the committee meeting. There were accusations made by the Afro American Commissioners that the Diaz Ordinance was racist. In no shape or form, the Diaz Ordinance was racist, he made sure that each advisory board kept its staff and proposed the creation of a Chief Program Officer to supervise the advisory boards Program Officers. He tried to do the best with the budgetary allocation that Mayor Carlos Alvarez provided in his budget to provide support to the advisory boards. The main problem was that the Afro American Commissioners had a problem because the Diaz Ordinance didn't include the position of Executive Director, which is the title of Dr. Larry Capp. Again, Commissioner Diaz explained that he did the best he could with the available funds. He invited the Commissioners to make amendment to the Ordinance and identify the source of the additional funding needed to bring the Executive Director.

The Chairs and members of the Asian Affairs, Black Affairs, Commission for Women, Community Relations and constituents made presentations to the committee members. They were advocating to the committee members to restore the 3 Program Officers that had being laid off.

At the end the Afro American Commissioners didn't want to amend the Ordinance. They preferred to take it down by a tied vote. The matter went beyond the position of Executive Director. They wanted to keep the office intact, but had no funding to do that. So, they preferred to table the Ordinance instead of working around it.

I really don't understand the behavior of some commissioners as it refers to the advisory boards. They created the advisory boards by ordinance to represent them in the diverse Miami-Dade County community, though they were not sensible to the boards staffing needs. All along the budget hearings and in other discussions we heard that the advisory boards and the Program Officers were the most important part of the office of Community Advocacy and when it was time to make a decision in favor of the boards they fail us. It is true the boards are the core of the Office of Community Advocacy, without them their will be no Office of Community Advocacy.

Her sincere opinion was that if the boards are not going to be staff by at least a Program Officer, the commissioners should sunset them and use the funding for better causes. The establishing Ordinances of the boards call for proper staffing. Proper staffing should be the Program Officer and an assistant or secretary. The board should be staff at a minimum by a Program Officer, which is the current staff level for each of the advisory

boards. Even though the CRB is staff by the Director, 3 Program Officers and a Community Relations Assistant. She really will like to know why. Since we are going through difficult times and the budget has been drastically reduced, all boards should have 1 Program Officer and a supervisor at the level allow by the funding granted to the office. They should follow the recommendation stated in the boards creating Ordinance, proper staff should be provided for the specific board.

Board Chairwoman Roymi Membiela explained that she received a phone call from Dr. Larry Capp (first time that she gets a call from him) requesting her attendance to the BCC Housing and Human Services Committee Meeting to support Commissioner Diaz Ordinance.

She asked HAAB members to give their opinion on the matter at hand. She said you have heard Ms. Casado recount of what happened at the BCC Committee Meeting, so I would like to hear your views.

HAAB members discussed the matter and proposed that HAAB Chairwoman call a meeting of the advisory board's chairs and the CRB Chair to discuss the matter.

All HAAB members disagreed with the way the budget reductions have been handle. They haven't been handle in a fair and equitable manner. The community is very diverse and the boards represent the diversity of the community, therefore, the office staff should represent the diversity of the community. That can only be achieve by keeping the boards Program Officers in the staff. They couldn't understand how Mayor Carlos Alvarez and County Manager George Burgess made the selection of the staff. How can they be so insensitive to the community's needs? How can they leave 4 Afro Americans, one Anglo and One Hispanic in a staff of 6 people? Who will be staffing the Asian Affairs Advisory Board? The staff of that board should be a person that knows very well the culture of the Asian Community in Miami-Dade County and the same goes with the Black Affairs Advisory Board and the Commission for Women.

Board Member Jorge Iglesias moved to call an emergency meeting of the advisory board's chairs to discuss the future of the boards. Board Member Lyse Cuellar-Vidal seconded the motion and the motion passed.

Board Chairwoman Roymi Membiela will be calling or e-mailing the advisory boards chairs to set the date, time and place for the meeting. Staff will advertise the meeting on the County Calendar.

Board Chairwoman Roymi Membiela requested that all members send her an unofficial estimate of what they voluntarily contribute to the County. The value of the personal contribution of each of the HAAB members to the County. She requested that they send the estimate via e-mail to Maria Lazo.

Chairwoman Membiela introduced HAAB guest, Ms. Maria Hidalgo Diaz, representing VITAS to speak about the proposed November 17<sup>th</sup> Community Resources Educational Forum.

Ms. Maria Hidalgo Diaz talked about VITAS and the services they provide. She explained that she had met with all the presenters for the forum and with HAAB staff person to come up with the agenda that is included in the member's package. The agenda has been approved, but there is a change. The staff of the Hialeah Hospital contacted her to apologize for changing the forum date from November 17<sup>th</sup> to December 9<sup>th</sup> due to an unforeseen emergency. So the agenda will stay the same only the date will be change. She expressed a desire to host a quarterly seminar in partnership with HAAB. We could host the same type of forum at different sectors of the Hispanic community.

Board Chairwoman Roymi Membiela explained that she like the idea of hosting a quarterly Community Resources Educational Forum. She could facilitate a forum sponsor by Baptist Health.

Ms. Hidalgo Diaz explained that she hosts a weekly program at Cadena Azul and she'll love to have HAAB members as guest. The program airs every Wednesday at 9:30 a.m.

She thanked HAAB members for inviting her to their meeting and for working together with VITAS and other organizations in educating the Hispanic community. She expressed gratitude for the opportunity to work with HAAB again.

Board Chairwoman Roymi Membiela introduced a walking citizen that came to HAAB to express a concern. Mr. Kenneth B. Newman, Soccer-Consultant, Sports Event Management.

Mr. Newman thanked HAAB members for allowing him the opportunity to present his concerns to the board. He explained that he has always being involved with Soccer groups. He has a great concern with the Hispanic girls Soccer Teams, they are discriminated. He talked about the inter-city girls; girls from Allapattah, Hialeah, City of Miami, their Soccer programs are very poor. Especially, the City of Miami Parks Department, the girl's sports program is very poor. The female ratio to male sports is very low. They don't encourage girls to participate in sports. The worst are City of Miami and Hialeah; they are in violation of Title 9.

He asked the board to advocate to the School Board and to the Parks Departments in Hialeah and City of Miami to come up with a plan to encourage girls from ages 6 & 7 to play sports. It applies to the newly arrive immigrants too; they should be encourage to play sports. If they are involve in sports, they have less chances of dropping out of school and of getting pregnant.

Board Chairwoman Roymi Membiela thanked Mr. Newman for bringing his concern to the board's attention. She explained to him that the County has an Advisory Board that deals with all issues related to women, the Commission for Women. She will be

referring his concern to the Commission for Women, so that they can place him in their monthly meeting agenda to look into his issue and properly advise him on the procedure to follow to get the issue resolved.

Board Chairwoman Roymi Membiela requested that the records reflect that she and the HAAB members are appreciative of the courtesy and generosity of Mr. Roberto Ramos, Owner of Cubaocho. He has given HAAB the opportunity of hosting its monthly meeting at his beautiful center. It is a great opportunity for HAAB to host its meeting at the center of Little Havana.

Board Member Felipe Villaraus informed HAAB members that he was very happy with the outcome of the "Salvemos a Honduras" Tele Marathon. They were able to collect 50 Tons of medicine and food to send to the brothers and sisters in need in Honduras.

Meeting adjourned at 6:45 p.m.

Maria Lazo  
Recorder

