

Memorandum



Date: December 2, 2014

Agenda Item No. 1(F)1

To: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor

A handwritten signature in black ink, appearing to read "Carlos A. Gimenez", written over the printed name.

Subject: Sunset Review of County Boards for 2014 – 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 2014 Sunset Review of County Boards Report for the Dade-Miami Criminal Justice Council. The Board approved the attached report at its meeting of April 22, 2014 and has recommended the continuation of its board.


A handwritten signature in black ink, appearing to read "Russell Benford", written above a horizontal line.

Russell Benford
Deputy Mayor

mayor09714

Memorandum



Date: August 27, 2014
To: Carlos A. Gimenez
Mayor
From: Paul Sweeney 
Chairperson, Dade-Miami Criminal Justice Council
Subject: Sunset Review of County Boards for 2014 – Dade-Miami Criminal Justice Council

Pursuant to Section 2-11.40 of the Code of Miami-Dade County, I am submitting the 2014 Sunset Review of County Boards Report for the Dade-Miami Criminal Justice Council (DMCJC) for transmittal to the Board of County Commissioners (BCC). The Board approved the attached report at its meeting of April 22, 2014.

BACKGROUND

The DMCJC Advisory Board was created through a joint legislative action: the City of Miami Commission adopted a resolution on January 24, 1978, and the Miami-Dade County Board of County Commissioner adopted Resolution R-103-78 on February 7, 1978, to establish the DMCJC as an official board of the Commission. The DMCJC replaced what was formerly known as the Dade County Criminal Justice Planning Council.

The membership of the DMCJC is comprised of local criminal justice agency administrators, public officials, and interested citizens appointed because of their expertise and interest in improving the local and state criminal justice system.

The purpose of the DMCJC is to encourage and facilitate the coordination and cooperation amongst the various agencies and municipalities within Miami-Dade County with crime prevention/intervention strategies, criminal and juvenile justice activities, and other activities related to criminal justice. In addition, the DMCJC serves as an advisory board to the County Mayor and the Board of County Commissioners, making recommendations to address the crime and violence programming needs of the County.

On September 12, 2013, the DMCJC approved a proposed ordinance to formally codify the Dade-Miami Criminal Justice Council (DMCJC), and designating a committee of the DMCJC as the Public Safety Coordinating Council (PSSC). The creation of the PSSC as a committee of the DMCJC will bring the County into compliance with Florida Statutes 951.26 (attached) which mandates that "each board of county commissioners shall establish a county public safety coordinating council for the county..."

The enhanced powers and duties of the DMCJC will further encourage coordination amongst agencies to improve and strengthen local law enforcement efforts, and criminal justice and research activities, such as the development and discovery of new methods for the prevention and reduction of crime, offender reentry, and methods to more effectively address the mental health offender population.

It is recommended that the BCC approve the continuation of the Dade-Miami Criminal Justice Council.


Paul Sweeney, Board Chairperson

**SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2014**

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: **27**
 - Terms of Office: **Community Representative or Ex-Officio Members are appointed for a two (2) year term. Institutional Members shall serve as long as they are in their position under which they qualified for membership. Upon leaving their position, they shall relinquish their Council membership.**
 - Number of Vacancies: **4**
3. Identify number of meetings and members' attendance (Attach records reflecting activity from **Jan. 1, 2012** through **December 31, 2013**):
 - Number of Meetings: **14 (7 Regular, 7 Committee)**
 - Number of Meetings with a Quorum: **6 (2 Regular, 4 Committee)**
 - Attendance Records: **(See Attachment A and B)**
4. What is the source of your funding? **County General Funds**
5. Date of Board Creation:

The DMCJC Advisory Board was created through a joint legislative action: the City of Miami Commission adopted a resolution on January 24, 1978, and the Miami-Dade County Board of County Commissioners (BCC) adopted Resolution R-103-78 on February 7, 1978, to establish the DMCJC as an official board of the Commission. The DMCJC replaced what was formerly known as the Dade County Criminal Justice Planning Council.

On February 4, 2014, the DMCJC was formally codified by the BCC by adopting Ordinance #14-17, designating a committee as a Public Safety Coordinating Council (PSCC). The creation of the PSCC as a committee of the DMCJC brings the County into compliance with Florida Statute 951.26 which mandates that "each board of county commissioners shall establish a county public safety coordinating council for the county..."

6. Attach a copy of the ordinance creating the Board (Please include all subsequent amendments). **(See Attachment C and D)**
7. Include the Board's Mission Statement or state its purpose:

The Purpose of the DMCJC is:

- **To advise and make recommendations to the Miami-Dade County Mayor, Miami-Dade County Board of County Commissioners, the City of Miami Mayor, and the City of Miami Board of City Commissioners on Criminal Justice and Juvenile Justice issues**

**SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2014**

- To encourage and facilitate coordination and cooperation between and amongst the various agencies of the criminal justice systems of Miami-Dade County
 - To provide for 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 City and County criminal justice-related programming and funding needs as requested
 - To provide legislative analysis and recommendations at the local, state, and federal levels
 - To review 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 serve in an advisory role in comprehensive planning for all segments of the criminal justice system in Miami-Dade County
 - To serve in an advisory capacity, as needed, to any private or public agency whose activities are related to criminal justice
8. Attach the Board's standard operating procedures, if any. **N/A**
9. Attach a copy of the Board's By-Laws, if any. **(See Attachment E)**
10. Attach a copy of the Board minutes approving the Sunset Review Questionnaire, including a vote of the membership. **(See Attachment F)**

II. EVALUATION CRITERIA

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

Yes. The DMCJC continues to serve as a forum to identify and discuss criminal justice issues within the County and has contributed its resources to address these issues. Examples of this are the Council's participation and support of the Mayor's and the School Board's joint initiative to address youth violence within the County, its continued monitoring of criminal justice related programs that receive funding from the County, its joint recommendations (with the Youth Crime Task Force) to address the crime and violence programming needs of the County, etc.

2. Is the Board serving current community needs? (Please provide detailed information)

Yes. The DMCJC has established the service priorities for criminal justice 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

- **Participated with the Mayor's Joint Roundtable on Youth Safety**

**SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2014**

- Developed funding priority areas and provided program and funding recommendations for future funding in conjunction with the Youth Crime Task Force
- Provided updates to the County, various criminal justice system experts, professionals, and other stakeholders regarding current issues, analyses, and legislation regarding juvenile justice related issues
- Attended various presentations regarding best practice crime intervention and prevention models, and studied/discussed their possible applications in the local justice system
- Served in an advocacy role to various community groups seeking support for criminal justice initiatives
- 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/or a program termination due to lack of compliance
- Drafted an ordinance to officially establish the Council and strengthened its ability to coordinate and facilitate the cooperation amongst local agencies, municipalities, and organizations to effectively address criminal justice issues, and serve as the State mandated Public Safety Coordinating Council (PSCC)

b. Since established

- Has continued to monitor 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 initiatives and boards, such as the Miami-Dade Youth Crime Task Force, on issues impacting the local criminal justice system.
- Has continued to identify areas to be included in the legislative requests by Miami-Dade County. Most importantly, the Criminal Justice Council has served as 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.
- Programs funded by the Criminal Justice Council provided the necessary support for the State of Florida Department of Juvenile Justice and Miami-Dade County's Department of Juvenile Services.
- Sixty-four percent (64%) of the youth referred to the above mentioned programs successfully completed the program. These youths

**SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2014**

completing the program had significantly lowered 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) **Yes.**

On February 4, 2013, the Board of County Commissioners adopted Ordinance #14-17, formally codifying the Dade-Miami Criminal Justice Council (DMCJC), and designating a committee of the DMCJC as the Public Safety Coordinating Council (PSCC). The creation of the PSCC as a committee of the DMCJC will bring the County into compliance with Florida Statutes 951.26 (attached) which mandates that "each board of county commissioners shall establish a county public safety coordinating council for the county..."

6. Should the Board's membership requirements be modified? **Yes. The membership will be modified in accordance to the newly adopted ordinance.**
7. What is the operating cost of the Board, both direct and indirect? (Report on FY 2012 and FY 2013)

2012: Approximately \$100,000 (shared with the Miami-Dade County Youth Crime Task Force)

2013: Approximately \$100,000 (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. **N/A**

**DADE-MIAMI CRIMINAL JUSTICE COUNCIL (DMCJC)
2012 MEETING ATTENDANCE RECORD**

	Regular	Nom. Comm.	Regular	Governance Comm.	Sunshine	Governance Comm.	Governance Comm.	Regular	Regular
DMCJC MEMBERS	02/09/12	04/05/12	05/03/12	05/03/12	06/05/12	06/08/12	06/27/12	09/13/12	12/06/12
Mayor Carlos Gimenez (or designee)									
County Manager (or designee)									
James Loftus (or designee)			Designee						
J.D. Patterson (or designee)									Present
Timothy Ryan (or designee)	Present						Present	Present	Designee
Dr. Bruce Hyma (or designee)									
Miami Police Chief (or designee)									Designee
Hon. Joel H. Brown (or designee)									
Katherine Fernandez-Rundle (or designee)	Designee	Designee	Designee	Designee				Designee	Designee
Carlos Martinez (or designee)	Designee	Present	Present	Present	Present	Present	Present	Present	Designee
Harvey Ruvin (or designee)									
Alberto Carvalho (or designee)			Designee						
Gilda Ferradaz (or designee)							Present		
Greg Feldman			Present	Present		Present		Present	
Terria Flakes (or designee)	Present		Present						Present
Roxanna Ross (or designee)	Present		Present						Present
Richard Block			Present						Present
Gwendolyn Boyd			Present	Present					Present
Marla Dibernardo								Present	
Joni Blacher								Present	
Chief David Ward (or designee)									
Hon. Marcia Cooke (or designee)									
Paul Sweeney (or designee)	Present	Present	Present	Present		Present	Present	Present	Present
Priscilla Rivera (or designee)	Present		Present					Present	
Mimi Sutherland (or designee)			Present	Present				Present	Designee
Dr. Ana Teresa Carazo-Johanning (or designee)									
Jennifer Ocana			Present						Present
Rulx Jean-Bart (or designee)			Present						
Richard Masten (or designee)									
Naomi Wright (or designee)	Present	Present	Present	Present					
Carmen Caldwell (or designee)									
QUORUM	No	Yes	Yes	No	N/A	Yes	Yes	No	No

**DADE-MIAMI CRIMINAL JUSTICE COUNCIL (DMCJC)
2013 MEETING ATTENDANCE RECORD**

	Regular	Governance Comm.	Regular	Special Meeting	Regular
DMCJC MEMBERS	03/12/13	04/10/13	05/10/13	09/12/13	12/02/13
Mayor Carlos Gimenez (or designee)					
Hon. Joe A. Martinez (or designee)					
County Manager (or designee)					
J.D. Patterson (or designee)	Designee				Designee
Timothy Ryan (or designee)	Present		Present	Present	Present
Dr. Bruce Hyma (or designee)					
Miami Police Chief (or designee)	Designee				Designee
Hon. Joel H. Brown (or designee)					
Katherine Fernandez-Rundle (or designee)				Present	
Carlos Martinez (or designee)	Present	Present	Present	Present	
Harvey Ruvin (or designee)				Present	
Alberto Carvalho (or designee)			Designee	Designee	
Greg Feldman	Present	Present	Present	Present	Present
Terria Flakes (or designee)	Designee		Designee	Present	
David Howard (or designee)					
Roxanna Ross (or designee)				Present	
Richard Block	Present		Present	Present	Present
Maria Dibernardo	Present			Present	Present
Joni Blachar				Present	
Chief Kevin Lystad				Present	Present
Hon. Marcia Cooke (or designee)					
Paul Sweeney (or designee)	Present	Present		Present	Present
Priscilla Rivera (or designee)	Present			Present	Present
Mimi Sutherland (or designee)	Present		Present	Present	Present
Dr. Ana Teresa Carazo-Johanning (or designee)				Present	
Jennifer Ocana	Present			Present	
Ruix Jean-Bart (or designee)	Present			Present	
Richard Masten (or designee)					
Naomi Wright (or designee)	Present			Present	
Carmen Caldwell (or designee)				Present	
QUORUM	No	Yes	No	Yes	No

MEMORANDUM

Agenda Item No. 7(C)

TO: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

DATE: February 4, 2014

FROM: R. A. Cuevas, Jr.
County Attorney

SUBJECT: Ordinance codifying
the Dade-Miami Criminal
Justice Council; setting forth
purpose, removal, and tenure
of members specifying
organization, powers, and
duties

In 1978, the City of Miami and the County adopted resolutions creating the DMCJC to advise the City and the County on criminal justice issues. The DMCJC is composed of administrative and executive level officials representing criminal justice agencies of the County and the City of Miami. This item is an ordinance codifying the DMCJC as a County board. Because the ordinance affects duties of municipal officials, the Board's policy requirement contained in Rule 5.06(f) for 4 weeks' advance notice to municipalities before public hearing is applicable. Staff advises only 3 weeks' advance notice was given to municipalities for this item. The requirement for 4 weeks' notice is directory only and does not preclude the Public Safety & Animal Services committee from conducting the public hearing where less than 4 weeks' notice is provided.

The accompanying ordinance was prepared by the Office of Management and Budget Department and placed on the agenda at the request of Prime Sponsor Commissioner Sally A. Heyman.



R. A. Cuevas, Jr.
County Attorney

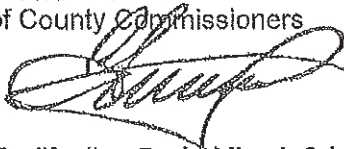
RAC/cp

Memorandum



Date: February 4, 2014

To: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor 

Subject: Recommendation to Codify the Dade-Miami Criminal Justice Council (DMCJC) and Designate a Committee of the Council as the Public Safety Coordinating Council (PSSC)

Recommendation

It is hereby recommended that the Board of County Commissioners (Board) adopt the proposed ordinance formally codifying the Dade-Miami Criminal Justice Council (DMCJC), and designating a committee of the DMCJC as the Public Safety Coordinating Council (PSSC). The DMCJC will serve to advise the Miami-Dade County Mayor, the Board, the City of Miami Mayor, and the City of Miami Commission on matters related to countywide Criminal Justice issues.

The creation of the PSSC as a committee of the DMCJC will bring the County into compliance with Florida Statutes 951.26 (attached) which mandates that "each board of county commissioners shall establish a county public safety coordinating council for the county."

Scope

The recommendation is countywide in nature. The currently active DMCJC is composed of administrative and executive level officials representing the continuum of criminal justice agencies of Miami-Dade County, the City of Miami, elected officials, and interested citizens.

Fiscal Impact/Funding Source

This Resolution has no fiscal impact on Miami-Dade County. The Office of Management and Budget has already budgeted staff and resources to support the DMCJC. The Miami-Dade Police Department and the Miami-Dade Department of Corrections and Rehabilitation may also support the DMCJC from existing resources.

Track Record/Monitor

The Clerk of the Board monitors the appointments to County Boards, and the Office of Management and Budget, Grants Coordination provides staff assistance for the DMCJC.

Background

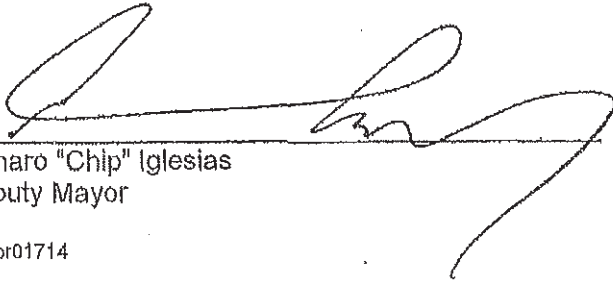
The DMCJC Advisory Board was created through a joint legislative action: the City of Miami Commission adopted a resolution on January 24, 1978, and the Board adopted Resolution R-103-78 on February 7, 1978, to establish the DMCJC as an official County board. The DMCJC replaced what was formerly known as the Dade County Criminal Justice Planning Council.

The membership of the DMCJC is comprised of local criminal justice agency administrators, public officials, and interested citizens appointed because of their expertise and interest in improving the local and state criminal justice system (see Attachment 1). The PSSC Committee will be composed of members as indicated in the proposed ordinance, pursuant to Florida Statute 951.26.

Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners
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The purpose of the DMCJC is to encourage and facilitate the coordination and cooperation amongst the various agencies and municipalities within Miami-Dade County with crime prevention/intervention strategies, criminal and juvenile justice activities, and other activities related to criminal justice. In addition, as an advisory board to the County Mayor and the Board of County Commissioners, the DMCJC makes recommendations to address the crime and violence programming needs of the County.

Approval of this proposed ordinance will formally create and establish the DMCJC with enhanced powers and duties that will further encourage coordination amongst agencies to improve and strengthen local law enforcement efforts, and criminal justice and research activities, such as the development and discovery of new methods for the prevention and reduction of crime, offender reentry, and methods to more effectively address the mental health offender population.


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Genaro "Chip" Iglesias
Deputy Mayor

Mayor01714

Memorandum



Date: February 4, 2014
To: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners
From: Carlos A. Gimenez
Mayor 
Subject: County Mayor's Report Regarding the Ordinance Codifying the Dade-Miami Criminal
Justice Council (DMCJC)

In accordance with Section 2-11.37 of the Miami-Dade County Code, the following information is provided regarding the proposed codification of the Miami-Dade Criminal Justice Council Advisory Board.

1. Whether the establishment of the board will create sufficient betterment to the community to justify the Board of County Commissioners' delegation of a portion of its authority;

This legislation serves to codify a board that has been in existence since 1978, established by resolution. The proposed board is advisory in nature and therefore does not require a delegation of authority from the BCC.

2. Whether another board or agency, either public or private, which is already in existence, could serve the same purpose;

There are no other County boards or agencies that serve the purposes of this board.

3. The costs, both direct and indirect, of establishing and maintaining the board;

Resources to support this board are currently funded and total approximately \$50,000.

4. Whether the board is necessary to enable the County to obtain State or federal grants or other financing;

The codification of the DMCJC and the establishment of the PSCC as a committee of this board will make the County eligible to apply for State funding for community programming in accordance to Florida Statute 948.51(2), which states: "Each County, or County Consortium, that contracts to receive community corrections funds for its community programs under s. 948.51 shall require the public safety coordinating council to develop a comprehensive public safety plan as described there in which includes the future public safety construction needs."

5. Whether the board should have a bonding authority;

Based upon the duties of the board, bonding authority is not required.

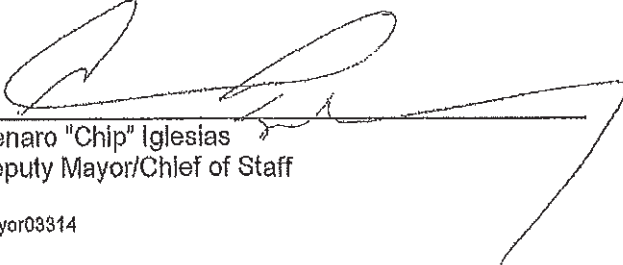
6. Whether the board should have final authority to enter into contracts and spend County funds, or whether its contracts and expenditures must be ratified by the Board of County Commissioners; and

Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners
Page 2

As proposed, the board would not have authority to enter into contracts, expend County funds, or incur any financial obligations.

7. Whether the creation of a new board is the best method of achieving the desired benefit.

Yes. The formal establishment of the DMCJC, with its enhanced powers and duties, and further designation of a committee as the PSCC, will further encourage coordination amongst agencies to improve and strengthen local public safety efforts within the County in compliance with State law.



Genaro "Chip" Iglesias
Deputy Mayor/Chief of Staff

Mayor03314

Dade-Miami Criminal Justice Council

The Dade-Miami Criminal Justice Council (DMCJC) is comprised of local criminal justice agency administrators, public officials, and interested citizens appointed because of their expertise and interest in improving the local and state criminal justice system.

Board Members

- Chairperson - Paul Sweeney, Retired
- Vice-Chairperson Priscilla Rivera, University of Miami
- Second Vice-Chairperson Mimi Sutherland, JMH/University of Miami School of Medicine
- Hon. Joni Blacher, Miami-Dade League of Cities
- Hon. Richard Block, Miami-Dade League of Cities
- Carmen Caldwell, Executive Director, Citizen's Crime Watch
- Dr. Ana Teresa Carazo-Johannin, Florida International University
- Dr. Alberto M. Carvalho, Superintendent, Miami-Dade County Public Schools
- Hon. Marcia G. Cooke, District Judge for the Southern District of Florida
- Maria Dibernardo, State of Florida Probation and Parole, Circuit XI
- Greg Feldman, Administrator, Department of Children and Families, District XI
- Hon. Katherine Fernandez-Rundle, Miami-Dade State Attorney
- Terria Flakes, Chief Probation Officer, Department of Juvenile Justice, Circuit XI
- Carlos A. Gimenez, Mayor, Miami-Dade County
- Dr. Bruce Hyma, Miami-Dade Medical Examiner
- Rulx Jean-Bart, Miami-Dade College
- Chief Kevin Lystad, Miami-Dade County Association of Chiefs of Police
- Richard Masten, Miami Crime Stoppers
- Hon. Carlos Martinez, Miami-Dade Public Defender
- Jennifer Ocana, Vitas Healthcare Corporation
- Manuel Orosa, Chief, City of Miami Police Department
- J.D. Patterson, Director, Miami-Dade Police Department
- Hon. Roxanna Ross, Miami-Dade League of Cities
- Harvey Ruvin, Miami-Dade Clerk of the Court
- Timothy Ryan, Director, Corrections and Rehabilitation Department
- Hon. Bertilla Soto, Chief Judge of the 11th Judicial Circuit
- Naomi Wright, The Lady Speaks



MEMORANDUM

(Revised)

TO: Honorable Chairwoman Rebeca Sosa
and Members, Board of County Commissioners

DATE: February 4, 2014

FROM: 
R. A. Cuevas, Jr.
County Attorney

SUBJECT: Agenda Item No. 7(C)

Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Ordinance creating a new board requires detailed County Mayor's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's ____, 3/5's ____, unanimous ____) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor
Veto _____
Override _____

Agenda Item No. 7(C)
2-4-14

ORDINANCE NO. _____

ORDINANCE CODIFYING THE DADE-MIAMI CRIMINAL JUSTICE COUNCIL; SETTING FORTH PURPOSE, MEMBERSHIP REQUIREMENTS, APPOINTMENT, REMOVAL, AND TENURE OF MEMBERS, SPECIFYING ORGANIZATION, POWERS, AND DUTIES; FURTHER DESIGNATING A COMMITTEE OF THE COUNCIL AS THE PUBLIC SAFETY COORDINATING COUNCIL, PER FLORIDA STATUTE 951.26; PROVIDING SEVERABILITY, INCLUSION IN THE CODE, AND AN EFFECTIVE DATE

WHEREAS, it is recognized that serious crime in Miami-Dade County (the "County") and the City of Miami (the "City") is detrimental to the peace, progress, and welfare of all 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 County and the City recognize the need for criminal justice system planning and coordination on a countywide basis; and

WHEREAS, it is agreed that the effectiveness of such planning and coordination on a countywide basis would best be served by the codification 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

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

Miami; and

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

WHEREAS, Section 948.51(2), Florida Statutes, requires a county that contracts with the State Department of Corrections for community corrections funds to have a Public Safety Coordinating Council established under Section 951.26, Florida Statutes; and

WHEREAS, by Resolution adopted January 24, 1978, by the City of Miami Commission, and by Resolution R-103-78 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 as applicable and further defined herein 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); hereafter referred to as the Florida Council on Criminal Justice (FCCJ), on May 12, 1972; and

WHEREAS, this ordinance codifies the Dade-Miami Criminal Justice Council, which is currently operating under Board of Miami-Dade County Commissioners Resolution R-103-78,

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, AS FOLLOWS:

Section 1. **Creation and Purpose.** There is hereby created and established the Dade-Miami Criminal Justice Council (the "Council"). The purpose of this Council is:

- (a) To advise and make recommendations to the Miami-Dade County Mayor, the Miami-Dade County Board of County Commissioners, the City of Miami Mayor,

and the City of Miami Board of City Commissioners on matters related to countywide criminal justice issues; and

- (b) To encourage and facilitate coordination and cooperation between and among the various agencies of the criminal justice system of Miami-Dade County.

Section 2. **Powers and Duties.** The Council shall have the following powers, duties, functions, and responsibilities:

- (a) To advise and make recommendations to the Miami-Dade County Mayor, Miami-Dade County Board of County Commissioners, the City of Miami Mayor, and the City of Miami Board of City Commissioners on Criminal Justice and Juvenile Justice issues;
- (b) To encourage and facilitate coordination and cooperation between and amongst the various agencies of the criminal justice systems of Miami-Dade County;
- (c) To provide for coordination through the efficient and effective use of funds from various sources to improve the criminal justice system;
- (d) To provide advice to local officials on City and County criminal justice-related programming and funding needs as requested;
- (e) To provide legislative analysis and recommendations at the local, state, and federal levels;
- (f) To review 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;
- (g) To serve in advisory role in comprehensive planning for all segments of the criminal justice system in Miami-Dade County;

- (h) To serve in an advisory capacity, as needed, to any private or public agency whose activities are related to criminal justice;
- (i) Through its Public Safety Coordinating Council Committee, pursuant to section 951.26, Florida Statutes, the Public Safety Coordinating Council Committee:
 - (1) may develop a local public safety plan for future jail construction needs, in accordance with the steps described in section 951.26, Florida Statutes. The plan, if developed, must cover at least a 5-year period;
 - (2) shall develop a comprehensive public safety plan as described in section 948.51, Florida Statutes, which includes the future public safety construction needs as described in Miami-Dade County's local public safety plan, if Miami-Dade County contracts to receive community corrections funds for its community corrections programs under section 948.51, Florida Statutes; and
 - (3) may develop a comprehensive local reentry plan that is designed to assist offenders released from incarceration to successfully reenter the community. The plan should cover at least a 5-year period. In developing the plan, the council shall coordinate with public safety officials and local community organizations that can provide offenders with reentry services, such as assistance with housing, health care, education, substance abuse treatment, and employment.

Section 3. **Membership.** There shall be thirty-one (31) voting members of the Council, composed of Institutional Members, as defined below, from local criminal justice agencies and other public entities; and Community Representative Members, as defined below, including interested citizens who will be appointed to the Council based upon their generally recognized expertise, involvement and interest in improving the total criminal justice system; as well as up to three (3) Ex-Officio, non-voting Members.

(a) Institutional Members

Institutional Members of the Council shall be appointed in accordance, where applicable, with Section 2-11.38 and 2-11.38.1 of the Code of Miami-Dade County, as may be amended. The appointments shall consist of the following categories:

(1) Representatives of Miami-Dade County

- (a) The Mayor of Miami-Dade County or the Mayor's designee
- (b) Director of the Miami-Dade Police Department, or the Director's designee, per Florida Statute 951.26 (1)(a)(1)(f)
- (c) Director of the Miami-Dade Corrections and Rehabilitation Department, per Florida Statute 951.26 (1)(a)(1)(e)
- (d) Director of the Medical Examiner's Office
- (e) Director of the Miami-Dade Juvenile Services Department
- (f) The Chairperson of the Miami-Dade County Board of County Commissioners or another County Commissioner as the Chairperson's designee, per Florida Statute 951.26 (1)(a)(1)(h)

(2) Representatives of the City of Miami

- (a) The Mayor of the City of Miami or the Mayor's designee
 - (b) City of Miami Police Chief
 - (c) The Chairperson of the City of Miami Board of Commissioners or the Chairperson's designee.
- (3) The following ten members shall serve on the Council by virtue of their official positions:
- (a) Chief Judge of the Eleventh Judicial Circuit (Miami-Dade County) or another Eleventh Judicial Circuit Judge as designated by the Chief Judge, per Florida Statute 951.26 (1)(a)(1)(c)
 - (b) A Chief County Court Judge, or another judge designated by the Chief County Court Judge for County Court in Miami-Dade County, per Florida Statute 951.26 (1) (a) (1) (d)
 - (c) The State Attorney, or an Assistant State Attorney designated by the State Attorney, per Florida Statute 951.26 (1)(a)(1)(a)
 - (d) The Public Defender, or an Assistant Public Defender designated by the Public Defender, per Florida Statute 951.26 (1)(a)(1)(b)
 - (e) The Clerk of the Court
 - (f) Miami-Dade County Public Schools Superintendent
 - (g) A Southern Region Administrator, Florida Department of Children and Families
 - (h) The Circuit XI Chief Probation Officer, Florida Department of Juvenile Justice
 - (i) A District Judge for the United States Southern District, currently

sitting in Miami-Dade County, as designated by the Chief Judge of the United States Southern District Court of Florida

- (j) The Circuit XI Probation Administrator, Florida Department of Corrections, or a member designated by the State Probation Circuit Administrator, to be appointed to a 4-year term, per Florida Statute 951.26 (1)(a)(1)(g)

(b) Community Representative Members

A Nominating Committee comprised of Institutional Council Members will be appointed by the Chairperson of the Council to make recommendations to the full Council to fill any Community Representative vacancies in the following categories. The full Council will appoint Community Representative Members. Community Representative Members shall include:

- (1) Three (3) representatives of the Miami-Dade County League of Cities, Inc.
- (2) An active member representing the Dade County Association of Chiefs of Police
- (3) The director of a local substance abuse treatment program, or member designated by the director, to be appointed to a 4-year term, per Florida Statute 951.26 (1)(a)(1)(j)).
- (4) Three (3) representatives from county and state jobs programs and other community groups who work with offenders and victims, appointed by the Chairperson of the Board of County Commissioners, to 4-year terms, per Florida Statute 951.26 (1)(a)(1)(k)
- (5) Four (4) community representative members, which should represent the County's diversity

(c) Ex-Officio Members.

The Council may designate three (3) former chairpersons who have served in a distinguished fashion and who will continue to be Ex-Officio, non-voting, Council members. This action will require a majority vote of a quorum of members in attendance at a meeting of the Council.

- (1) **Resignation and Vacancy.** In cases of resignation, death, prolonged illness, or excessive absenteeism of Non-Institutional Members, the position shall be deemed vacant and the Chairperson shall appoint a new member meeting the criteria of the same category to serve for the remaining portion of the original member's term. Excessive absenteeism is defined as unexcused absences from three (3) or more meetings during the fiscal year.
- (2) **Term of Office.** Each member serving as a Community Representative or Ex-Officio Member shall be appointed for a four (4) year term and may be re-appointed at the end of their four-year term. Institutional Members shall serve as long as they are in their position under which they qualified for membership. Upon leaving their position, they shall relinquish their Council membership. This paragraph will apply prospectively, as well as to persons currently in office as of the effective date of this ordinance, upon the expiration of the term they are currently serving.
- (3) **Participation in Meetings.** A Council member, or his or her designee where permitted as authorized herein, must be present to be counted as part of the quorum to record his or her vote or to present a motion(s); 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 Council staff at a duly called and properly noticed meeting. Council members shall not discuss or respond orally or in writing to such one-way written communications with each other outside of a meeting, complying with Sunshine Law requirements. A motion or motions may be made by other members concerning the contents of such communications at a Sunshine Meeting of the Council where a quorum is present.

- (4) **Designees.** An Institutional Council member may designate a designee with the right to vote at full Council meetings or Committee meetings but not at Executive Committee or Public Safety Coordinating Council Committee meetings, except as designees may be expressly referenced and permitted under section 951.26, Florida Statutes.

A Community Representative Member may designate a designee to vote at committee meetings, but not at full Council meetings, Executive Committee, or Public Safety Coordinating Council Committee meetings, except as designees may be expressly referenced and permitted under section 951.26, Florida Statutes. All designations shall be made in writing to Council staff prior to the Council or committee meeting.

- (5) **Guests.** Non-Council members serving as representatives of, or accompanying Council members at any regular, special, or committee meetings(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 designee participating in a meeting as described above. Presentations

by public or private individuals or entities may be heard at Council meetings if approved by the Chairperson for placement on the agenda by Council staff. No presentations shall be approved without the written request of the presenter no less than ten (10) days in advance of any meeting, unless approved by the Chairperson.

- (6) **Disruption.** As may be permitted by applicable law, anyone disrupting the conduct of a meeting to the point where it may reasonably be determined that such person is impeding the orderly conduct of the meeting shall, at the discretion of the Chairperson, be removed from the place of the meeting.
- (7) **Expenses.** Council members shall not be entitled to reimbursement and shall serve without any compensation.
- (8) **Attendance Requirement.** Each Council member should attend all scheduled meetings. Upon three (3) consecutive absences of a Community Representative member from regularly scheduled Council meetings without good cause, the Chairperson shall remove the person from membership.

In the case of Institutional Members who serve statutorily required positions on the Public Safety Coordinating Council Committee, where section 951.26, Florida Statutes, expressly permits, another designee may be substituted to serve on the Public Safety Coordinating Council Committee and the Council. All members, or designees, as authorized, must attend at least two (2) Council meetings per year.

Section 4. Organization.

- (a) The Council shall establish, adopt, and amend bylaws for its own governance.
- (b) **Officers.** Members of the Council shall elect one (1) of its members as

chairperson, one (1) of its members as vice-chairperson, and any such other officers as the Council determines to be necessary and appropriate. Notwithstanding any provision herein, the Chairperson and Vice-Chairperson in office at the time this ordinance becomes effective shall complete their term as Chairperson and Vice-Chairperson and may be elected for successive terms, subject to compliance with the provisions of this ordinance and any applicable provisions of the bylaws.

- (c) **Meetings.** The Council shall convene at least four regular meetings per year.
- (d) **Quorum.** In order to transact business, a quorum shall consist of a majority of those persons duly appointed to the board, provided that at least one-half (1/2) of the full Council membership has been appointed. If the persons appointed to the board do not constitute at least one-half (1/2) of the full Council membership, the Chairperson shall take all necessary steps to fill, or cause vacancies to the Council to be filled, in accordance with the provisions of this ordinance.
- (e) **Special or Emergency Meeting.** Special Meetings of the Council may be called by the Chairperson, or upon the written request of three (3) or more Council members made to Council staff, or upon the request of Council staff.
- (f) **Committees.** The Chairperson, independently or upon recommendation of the Council, shall establish committees to assist in accomplishing its tasks and shall appoint members thereto and a Chairperson and Vice-Chairperson of committees established, except for the Public Safety Coordinating Council Committee. Only Council members may be appointed to serve as Chairperson or Vice-Chairperson of committees. The Chairperson shall be a voting member of all Committees.

Results of all committee action(s) will be made known to all Council members at the next scheduled full Council meeting. The following committees shall be established:

(1) **Executive Committee.** The Dade-Miami Criminal Justice Council shall have an Executive Committee that will be comprised of the Council Chairperson, the Council Vice-Chairperson, and the Chairpersons of the Council's Standing Committees. The Executive Committee shall act on behalf of the Council between meetings on any urgent matters which would normally come before the Council for a decision.

No designees may be authorized to vote at an Executive Committee meeting, except as otherwise permitted under this ordinance. The Executive Committee shall be entitled to propose changes to the bylaws as needed.

(2) **Public Safety Coordinating Council Committee.** The Council shall have a Public Safety Coordinating Council Committee, which shall carry out duties required by Florida Statute Section 951.26. The members of the committee shall be members of the Council that meet the requirements of Florida Statute Section 951.26, as may be amended. This committee's actions shall be independent from, and shall not be subject to modifications by the Council. The Public Safety Coordinating Council Committee shall act in accordance with Florida Statute Section 951.26 and shall be comprised of members as stated therein.

The Committee shall meet at the call of the Chairperson for the purpose of

assessing the population status of all detention or correctional facilities owned or contracted by the county, and will formulate recommendations to ensure that the capacities of such facilities are not exceeded. Such recommendations shall include an assessment of the availability of pretrial intervention or probation programs, work-release programs, substance abuse programs, gain-time schedules, applicable bail bond schedules, and the confinement status of the inmates housed within each facility owned or contracted by the county. Results of Public Safety Coordinating Council Committee action will be made known to all Council members at the next scheduled full Council meeting.

Pursuant to section 951.26, Florida Statutes, the Chairperson of the Board of County Commissioners, or another County Commissioner as designee, shall serve as the chairperson of the Public Safety Coordinating Council Committee until the Public Safety Coordinating Council Committee elects a committee chairperson from the committee's membership.

(3) Legislative and Policy Committee. The Legislative and Policy Committee shall develop a comprehensive approach for the prevention of serious and violent crime through legislative strategies that fill the gaps in the continuum of practices that impact the community. This committee shall review and analyze proposed and current federal, state, and local legislation, and provide recommendations to the Council on legislative development.

(4) Juvenile Justice and Prevention Committee. The Juvenile Justice and Prevention Committee shall strengthen the continuum of care for youth at risk of criminal behavior and for young offenders at all stages of involvement in the

juvenile and criminal justice systems through the replication and adaptation of proven initiatives that incorporate research, practical experience, and broad-based community partnerships.

(5) **Nominating Committee.** The Nominating Committee shall be comprised of Institutional Members. The Nominating committee shall identify, review, and make recommendations to the Council for candidates to fill Community Representative vacancies on the Council.

(6) **Mental Health Diversion Committee.** The Mental Health Diversion Committee shall review the current mental health and jail system/processes and shall make recommendations for system improvements to more effectively divert, treat and monitor persons with mental illness who become involved in the criminal justice system.

(7) **Ad Hoc Committees.** The Council Chairperson may appoint an "ad hoc" Committee for special purposes.

(h) **Public Meetings.** All meetings of the Council and its committees shall take place in accordance with applicable Sunshine law requirements. The Council shall supply copies of the notice of its regular meetings, special, rescheduled and reconvened meetings to any media that have filed a request for such notice.

(i) **Staff Support.** The Council shall have assistance as designated by Miami-Dade County.

Section 5. Appointment of Council Staff.

The County Mayor or the Mayor's designee will assign staff to support the work of the Council and its committees as follows:

- (a) Providing minutes of all meetings;
- (b) Preparing the meeting agendas, in coordination with the Chairperson and/or Committee Chairperson(s);
- (c) Providing for the notification of all meetings and for the public notices of such meetings;
- (d) Arranging meeting locations and materials for distribution;
- (e) Preparing and distributing materials of an informative nature to each member;
- (f) Giving a staff report on relevant activities; and
- (g) Act as the research and clerical arm of the Council and committees, subject to limitation of available resources from Miami-Dade County.

Section 6. Conflict of Interest.

Council members and designees shall abide by the Miami-Dade County Conflict of Interest and Code of Ethics Ordinance, codified at Section 2-11.1 of the Miami-Dade County Code, as may be amended from time to time.

Section 7. Applicability of State and County Laws

The Council shall be regulated by the Standards for Creation and Review of Boards Generally Ordinance (Sections 2-11.36 et. seq. of the Code of Miami-Dade County), Chapter 286 of the Florida Statutes (the "Sunshine Law") and Chapter 119 of the Florida Statutes (the "Public Records Law"). Notwithstanding any provision of Section 2-11.36 et. seq., or any other ordinance, no Institutional member or Institutional member's designee shall be required to be a Miami-Dade County resident. Members of the Council, or their designees, may sit on no more than two County advisory boards, unless otherwise required or permitted by law.

Section 8. Parliamentary Authority

Methods of organization and conduct of business shall be governed by Robert's Rules of Order (Newly Revised).

Section 9. Severability

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 10.

It is the intention of the Board of County Commissioners, and it is hereby ordained that the provisions of this ordinance, including any sunset provision, shall become and be made a part of the Code of Miami-Dade County, Florida. The sections of this ordinance may be renumbered or re-lettered to accomplish such intention, and the word "ordinance" may be changed to "section," "article," or other appropriate word.

Section 11.

This ordinance shall become effective ten (10) days after the date of enactment unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

PASSED AND ADOPTED:

Approved by County Attorney as
to form and legal sufficiency:



Reviewed by:



Cynthia Johnson-Stacks
Estephanie Resnik

The 2011 Florida Statutes

<u>Title XLVII</u> CRIMINAL PROCEDURE AND CORRECTIONS	<u>Chapter 951</u> COUNTY AND MUNICIPAL PRISONERS	<u>View Entire Chapter</u>
951.26 Public safety coordinating councils. —		
(1) Each board of county commissioners shall establish a county public safety coordinating council for the county or shall join with a consortium of one or more other counties to establish a public safety coordinating council for the geographic area represented by the member counties.		
(a)1. The public safety coordinating council for a county shall consist of:		
a. The state attorney, or an assistant state attorney designated by the state attorney.		
b. The public defender, or an assistant public defender designated by the public defender.		
c. The chief circuit judge, or another circuit judge designated by the chief circuit judge.		
d. The chief county judge, or another county judge designated by the chief county judge.		
e. The chief correctional officer.		
f. The sheriff, or a member designated by the sheriff, if the sheriff is not the chief correctional officer.		
g. The state probation circuit administrator, or a member designated by the state probation circuit administrator, to be appointed to a 4-year term.		
h. The chairperson of the board of county commissioners, or another county commissioner as designee.		
1. If the county has such program available, the director of any county probation or pretrial intervention program, to be appointed to a 4-year term.		
j. The director of a local substance abuse treatment program, or a member designated by the director, to be appointed to a 4-year term.		
k. Representatives from county and state jobs programs and other community groups who work with offenders and victims, appointed by the chairperson of the board of county commissioners to 4-year terms.		
2. The chairperson of the board of county commissioners, or another county commissioner as designee, shall serve as the chairperson of the council until the council elects a chairperson from the membership of the council.		
(b)1. The public safety coordinating council for a consortium of two or more counties shall consist of the following members, appointed with the approval of each board of county commissioners within the consortium:		
a. A chief circuit judge, or a circuit judge designated by a chief circuit judge.		
b. A chief county judge, or a county judge designated by a chief county judge.		

- c. A state attorney, or an assistant state attorney designated by a state attorney.
- d. A public defender, or an assistant public defender designated by a public defender.
- e. A state probation circuit administrator, or a member designated by a state probation circuit administrator, to be appointed to a 4-year term.
- f. A physician who practices in the area of alcohol and substance abuse, to be appointed to a 4-year term.
- g. A mental health professional who practices in the area of alcohol and substance abuse, to be appointed to a 4-year term.
- h. A sheriff or a jail administrator for a county within the consortium.
- i. A chief of police for a municipality within the geographic area of the consortium.
- j. A county commissioner from each member county of the consortium.
- k. An elected member of the governing body of the most populous municipality within the geographic area of the consortium.
- l. An elected member of a school board within the geographic area of the consortium.
- 2. The members of the public safety coordinating council shall elect a chairperson from among its members.

(2) The council shall meet at the call of the chairperson for the purpose of assessing the population status of all detention or correctional facilities owned or contracted by the county, or the county consortium, and formulating recommendations to ensure that the capacities of such facilities are not exceeded. Such recommendations shall include an assessment of the availability of pretrial intervention or probation programs, work-release programs, substance abuse programs, gain-time schedules, applicable bail bond schedules, and the confinement status of the inmates housed within each facility owned or contracted by the county, or the county consortium.

(3)(a) The council may also develop a local public safety plan for future construction needs. The plan must cover at least a 5-year period. The plan may be submitted for consideration to the local planning agency for the county, or the planning agency for each county within the consortium, at least 120 days before the adoption of or amendment to the comprehensive plan for the county by the local planning agency pursuant to part II of chapter 163.

(b) Each county, or county consortium, that contracts to receive community corrections funds for its community corrections programs under s. 948.51 shall require the public safety coordinating council to develop a comprehensive public safety plan as described therein which includes the future public safety construction needs as described in paragraph (a).

(4) The council may also develop a comprehensive local reentry plan that is designed to assist offenders released from incarceration to successfully reenter the community. The plan should cover at least a 5-year period. In developing the plan, the council shall coordinate with public safety officials and local community organizations who can provide offenders with reentry services,

such as assistance with housing, health care, education, substance abuse treatment, and employment.

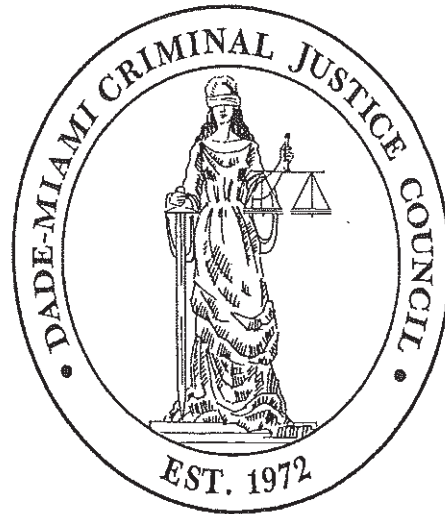
(5) All meetings of a public safety coordinating council, as well as its records, books, documents, and papers, are open and available to the public in accordance with ss. 119.07 and 286.011.

History.—s. 2, ch. 87-340; s. 90, ch. 88-122; s. 16, ch. 91-225; s. 35, ch. 92-310; s. 7, ch. 93-204; s. 44, ch. 95-283; s. 32, ch. 96-312; s. 1881, ch. 97-102; s. 22, ch. 2010-64.

BYLAWS

REVISED

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
MAY 14, 2004
JANUARY 14, 2005
FEBRUARY 4, 2014



DADE-MIAMI CRIMINAL JUSTICE COUNCIL

c/o Miami-Dade Police Department
9105 NW 25 Street
Miami, Florida 33172

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 as applicable and further defined herein 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), hereafter referred to as the Florida Council on Criminal Justice (FCCJ), on May 12, 1972.

This Council will meet the mandatory requirements of establishing the Miami-Dade County Public Safety Coordination Council, in accordance to Florida Statute 951.26.

Except as otherwise noted in the County ordinance dated February, 2014 establishing this council, this council shall be subject to Part III, Chapter 2, Article IB, Standards for Creation and Review of Boards Generally, as may be amended from time to time.

Article III - Officers

Section 1. Election of Chairperson and Vice-Chairperson,

In every even-numbered year, the Council shall have a meeting in September to elect its Chairperson and Vice Chairperson. The term of office for Chairperson and Vice-Chairperson shall be two years, in that capacity, with terms ending September 30th, and may be re-elected to these offices. Elections of the Chairperson and Vice-Chairperson, shall take place in the following manner:

A. Nominating Committee

The Chairperson shall appoint a five (5) person Nominating Committee from among the membership of the Council no later than July 1st of each year ending with an even number. The Nominating Committee shall recommend one (1) Council member in good standing for Chairperson and one (1) Council member in good standing for Vice-Chairperson, for a (2) two-year term commencing on October 1st of that year. These recommendations shall be forwarded to the Chairperson no later than August 15th of the same year.

B. Elections

The Chairperson shall submit these names of recommended nominees to the full membership of the Council for a vote at the September meeting of the Council. Prior to the vote, 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 and Vice-Chairperson. This action will require a majority vote of those members in attendance.

C. Vacancies

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

If a vacancy in the position of Vice-Chairperson should occur due to resignation, incapacity, prolonged illness, death, or other reason during a 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.

If vacancies should occur in both the Chairperson and Vice-Chairperson positions due to incapacity, prolonged illness, or other temporary reason during a term, the Chairperson of the Nominating Committee shall serve as Chairperson and the Chairperson of the Public Safety Coordinating Council Committee shall serve as Vice-Chairperson, until the Chairperson or Vice-Chairperson returns.

If vacancies should occur in both the Chairperson and Vice-Chairperson positions due to resignation, death, or other permanent reason during a term, the Chairperson of the Nominating Committee shall serve as Chairperson and the Chairperson of the Public Safety Coordinating Council Committee shall serve as Vice-Chairperson, until the Nominating Committee convenes and elections are held to fill those positions.

D. Absence of Chairperson or Vice-Chairperson

In the absence of the Chairperson and Vice-Chairperson at a scheduled meeting, the majority of members present shall select an acting Chairperson only for that meeting.

Section 2. Duties of Officers

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

Article IV - Committees

The Chairperson of the Dade-Miami Criminal Justice Council shall establish committees and appoint members and officers of such committees, as set forth in the ordinance establishing the Council.

Committees considering funding shall not include a Community Representative member who is an employee, board member, consultant or otherwise represents an agency applying for or receiving funding, or who has an immediate family member serving as an employee, board member, consultant or who otherwise represents the agency.

The duties of each committee may include, but not be limited to, the following:

- A. Aiding in the development of any relevant comprehensive planning;
- B. Recommending needs and priorities to the Council and to the Board of County Commissioners 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 advising the Council which advises the Board of County Commissioners on the 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 Board of County Commissioners; and
- F. Acting to carry out any other appropriate task designated by the Council or its Chairperson.

Article V - Meetings

Section 1. Regular Meetings

Regular meetings of the Council shall be convened four (4) times per calendar year and shall be held in Miami-Dade County. Council staff shall schedule the regular meetings by giving written notice to each Council member. The notice shall include the date, time, location, and general agenda of the meeting and shall be given at least ten (10) calendar days prior to the meeting date. Except in an emergency, Council members shall notify the Council Staff at least three (3) days 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, or upon request from three (3) or more Council members, or upon the request of Council staff. A notification of the date, time, location, and general agenda for any such meeting, will be sent to the members and other appropriate persons at least three (3) business 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, location, and general agenda of the meeting shall be given to each committee member at least ten (10) business days prior to the meeting date.

Section 4. Quorum

In order to transact business, a quorum shall consist of a majority of those persons duly appointed to the board, provided that at least one-half (1/2) of the full Council membership has been appointed. A quorum is required for the Council to take a vote. If a quorum is not present for the initial roll call at the commencement of any Council meeting or special meeting, the Chairperson may elect to proceed with discussion items on an interim basis and continue to call the roll again at later times. If a quorum is not present within thirty (30) minutes after the meeting is called to order, at the discretion of the Chairperson, Vice-Chairperson or member, whomever is presiding at the meeting, the meeting shall be adjourned. 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 present voting affirmatively 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. Roll Calls

The members' roll may be called upon voting for any or all propositions. A vote is defined as a "Yes" or "Yea," or "No" or "Nay." 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, may request that his/her position be recorded separately. The minutes shall reflect the results of each roll call or voice vote.

Section 7. Public Meetings

The Council shall supply copies of the notice of its regular meetings, special, rescheduled and reconvened meetings to any media that have filed a request for such notice.

Citizens are allowed to speak at any meeting at which there is a public hearing at the discretion of the Chairperson, in accordance with the rules of decorum and subject to reasonable time, place, manner, and restrictions.

Section 8. Agenda

Council Staff shall prepare the agenda for all Council meetings. Items may be placed on the agenda by any Council member via a written request to Council Staff at least ten (10) days prior to the scheduled meeting.

Section 9. 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 as long as the subject matter to which the "Other Business" matters may relate was included in meeting notices provided per Article VII, Section 8 of these bylaws and in compliance with applicable Sunshine law requirements.

Section 10. Conflict of Interest

Council members shall abide by the Miami-Dade County Conflict of Interest and Code of Ethics, codified at Section 2-11.1 of the Miami-Dade County Code, as may be amended from time to time. In particular, please note section, 2-11.1(v) [see Attachment A].

Article VI - 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 VII - 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 ten (10) days prior to said meeting

Dade-Miami Criminal Justice Council
Quarterly Meeting

Tuesday, April 22, 2014

10:00 A.M.-12:00 P.M.

Office of the State Attorney
E.R. Graham Building
1350 NW 12 Avenue
Miami, FL 33136

Attendees

Board Members

As they appear in Ordinance

	Present		Present
Carlos A. Gimenez Miami-Dade County Mayor	D	Terra Flakes State of Florida Department of Juvenile Justice	D
J.D. Patterson Miami-Dade Police Department	X	Hon. Marcia G. Cooke Southern District of Florida Court	
Marydell Guevara Corrections and Rehabilitation Department	X	Sunny Ukenye Probation Administrator	X
Dr. Bruce Hyma/Dr. Emma Lew Miami-Dade Medical Examiner		Joni D. Blachar Miami-Dade League of Cities	X
Morris Copeland Miami-Dade Juvenile Services Department	X	Richard Block Miami-Dade League of Cities	X
Rebeca Sosa Chairwoman, Board of County Commissioners		Roxanna Ross Miami-Dade League of Cities	X
Tomas Regalado City of Miami Mayor		Kevin Lystad Miami-Dade Co. Assoc. of Chiefs of Police	
Manuel Orosa Miami Police Department		Vacant Director of a Substance Abuse Program	
William "Willy" Gort Chairperson, City of Miami Council		Vacant Representative from Job Programs	
Hon. Bertilla Soto Eleventh Judicial Circuit Court	X	Vacant Representative from Job Programs	
Vacant Chief County Court Judge		Vacant Representative from Job Programs	
Katherine Fernandez-Rundle Miami-Dade State Attorney	D	Paul Sweeney, Chairperson Retired	X
Carlos J. Martinez Miami-Dade Public Defender	X	Priscilla Rivera, Vice-Chairperson University of Miami	X
Harvey Ruvin Miami-Dade Clerk of the Court		Mimi Sutherland, Second Vice-Chairperson JMH/UM School of Medicine	
Dr. Alberto M. Carvalho Miami-Dade County Public Schools		Carmen Caldwell Citizen's Crime Watch	
Dan Rakofsky Department of Children and Families	X		

D = Designee

Designees

Genaro "Chip" Iglesias for Mayor Carlos A. Gimenez
Gary Winston for Katherine Fernandez-Rundle
Frank Manning for Terra Flakes

Others

Martha Vega, The Thurston Group
Doris Maya, the Thurston Group
Joseph Mansfield, State Attorney's Office
Juan J. Perez, Deputy Director, Miami-Dade Police Department
Darlin Rock, Captain, Miami-Dade Police Department
Hon. Nushin G. Sayfie, 11th Judicial Circuit - Criminal
Idalys Prieto, Miami-Dade Police Department
Veronica M. Salom, Miami-Dade Corrections and Rehabilitation

I. Call to Order	
	At 10:17 a.m., the Chairperson of the Dade-Miami Criminal Justice Council (DMCJC), Mr. Paul Sweeney, called the meeting to order with a quorum.
II. Pledge of Allegiance	
	Ms. Priscilla Rivera, the Vice-Chairperson, led the group in the Pledge of Allegiance.
III. Welcome and Introductions	
	Council members and guests introduced themselves. New DMCJC staff support from the Miami-Dade Police Department and the Miami-Dade Corrections and Rehabilitation Department were introduced.
IV. Review and Approval of Minutes	
	Meeting minutes for May 3, 2012, September 19, 2012, December 6, 2012, March 12, 2013, September 12, 2013, December 2, 2013, and February 21, 2014 were approved with scrivener's errors.
V. Update on DMCJC Ordinance and Bylaws	
	<p>Mr. Sweeney summarized the significant changes to the DMCJC Ordinance and Bylaws and confirmed that all members received a copy of the approved Ordinance and Bylaws. Changes included the membership composition of the Council, establishment of the Public Safety Coordinating Council (PSCC), and the ability to identify, in writing, a designee for both Council and committee meetings.</p> <p>The DMCJC requested to be kept informed regarding the recommendations made by the PSCC. Mr. Winston reiterated that any recommendations or changes offered by the PSCC should be presented to the DMCJC. Mr. Martinez indicated that the focus of the PSCC is statutory in nature and involves correctional issues. Mr. Sweeney recommended that members review the Bylaws for these significant changes and encouraged members to attend at least one meeting a year.</p>
VI. Sunset Review for 2014	
	The 2014 DMCJC Sunset Review packet was approved by the Council and will be forwarded to the Mayor's Office for review once the April 22, 2014 minutes are approved.
VII. Committee Assignments	
	<p>Mr. Sweeney discussed the establishment of the various committees. Mr. Martinez indicated that a process should be established for the committees, since only two are required to meet: Nominating and the PSCC. The Nominating Committee must make recommendations to the Council Chairperson about the new Chairperson and Vice-Chairperson by August 15, 2014. Mr. Martinez also suggested that Council staff send e-mail requesting member participation in committees.</p> <p>Pursuant to the Bylaws, Mr. Sweeney selected five institutional members for the Nominating Committee: Mr. Carlos Martinez, Chief Judge Bertila Soto, Interim Director Marydell Guevara, Director J.D. Patterson and will be chaired by Mr. Gary Winston.</p>

	<p>Mr. Winston emphasized the importance of the Legislative and Policy Committee as a mechanism to better coordinate criminal justice issues affecting Miami-Dade County. Mr. Sweeney concurred and solicited volunteers for the Legislative and Policy Committee consisting of Mr. Carlos Martinez, Interim Director Marydell Guevara, Ms. Roxanna Ross, Mr. Dan Rakofsky, and Mr. Gary Winston, who will chair the Committee. The Legislative and Policy Committee should, as in the past, meet prior to the Legislative Session in Tallahassee.</p> <p>Mr. Iglesias suggested that the timeline for the Legislative and Policy Committee be developed to consider the approval of the legislative priorities by the Board of County Commissioners. Mr. Block suggested opening venues or points of contacts with the League of Urban Cities to advocate for items of mutual interest. Chief Judge Bertila Soto volunteered to send Legislative Priorities package to support staff to disseminate to the DMCJC. She echoed the need to have a "voice" in Tallahassee.</p> <p>The Council requested that a presentation be made regarding legislation adopted during this session.</p>
<p>VIII. Other</p>	
	<p>Future meeting dates/times/venues were discussed.</p> <p>Mr. Martinez suggested that meeting dates not be set so far in advance. He requested that staff send an e-mail requesting date/time preferences for upcoming meetings. Mr. Martinez also indicated that elections need to be held before October 1, 2014.</p> <p>Mr. Sweeney requested tentative meeting dates from the Council. The Council agreed on tentative dates of June 23, 2014 and September 9, 2014, at 9:00 AM. Tentative venues suggested by the Council were Department of Children and Families, State Attorney's Office, Public Defender's Office, and Miami-Dade Corrections and Rehabilitation Department.</p> <p>Mr. Martinez requested that Chief Judge Soto provide an update on the Downtown Courthouse. She indicated that the Mayor's Office is receptive to the need of a new civil courthouse. The current facility is outdated and in need of repairs. Mr. Martinez indicated that the PSCC is in charge of overseeing the growth of correctional facilities.</p> <p>Mr. Sweeney requested an update regarding the Mental Health Treatment Center. Interim Director Guevara indicated that the mentally ill inmates will be transferred from the Pre-Trial Detention Center to the Turner Guilford Knight Correctional Center. The first phase will occur by December 2014, with the remaining phases in the beginning of 2015.</p> <p>Mr. Iglesias provided an update on the Mental Health Diversion Facility, to be located on NW 7 Street. Six proposals were submitted for the original retrofit project. The original scope of work has changed and new avenues are being explored. The Council was also advised that the new Juvenile Justice Courthouse is awaiting its Certificate of Occupancy and will possibly open by October 1, 2014, but no later than December 2014.</p>
<p>IX. Adjournment</p>	
	<p>The meeting adjourned at approximately 11:14 a.m.</p>