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CLERK OF THE BOARD
OF COUNTY COMMISSIONERS
MIAMI-DADE COUNTY, FLORIDA

MEMORANDUM

Agenda Item No. 8(M)(2)

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

DATE: June 4, 2013

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

SUBJECT: Resolution to reappoint one board member to the Agricultural Practices Advisory Board

Resolution No. R-441-13

The accompanying resolution was prepared by the Regulatory and Economic Resources Department and placed on the agenda at the request of Prime Sponsor Commissioner Dennis C. Moss.

R. A. Cuevas, Jr.
County Attorney

RAC/lmp

Memorandum

MIAMI-DADE COUNTY

Date: June 4, 2013

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

From: Carlos A. Gimenez
Mayor

Subject: Reappointment of one Agricultural Practices Advisory Board Member

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Recommendation
It is recommended that the Board reappoint Robert Thompson as the Farm Labor representative to the Agricultural Practices Advisory Board as recommended by the Coalition of Florida Farmworker Organizations, Inc.

Scope
The Agricultural Practices Advisory Board has a countywide impact.

Fiscal Impact/Funding Source
There is no fiscal impact to the County.

Track Record/Monitor
Mark Woerner, Assistant Director in the Department of Regulatory and Economic Resources, oversees staff support of the Agricultural Practices Advisory Board.

Background
The Agricultural Practices Advisory Board consists of thirteen members representing a variety of agricultural industries. Under Section 2-935 of the Code of Miami-Dade County, members of the Agricultural Practices Advisory Board are appointed by the Board of County Commissioners following nomination by a designated organization. Nominating organization must submit at least one (1) nominee for their vacant position(s), the nominee's resume and the minutes of the organization's meeting at which the nominee was selected. The required documentation for the following nominee is attached. Members of the Agricultural Practices Advisory Board serve four-year terms and are not subject to term limits, however, the Board must grant approval of reappointments for each successive four (4) year term until the member is replaced.

On November 16, 2012, the Coalition of Florida Farmworker Organizations, Inc. (COFFO) recommended Mr. Robert Thompson to a third term on the Agricultural Practices Advisory Board. The recommendation is shown on the last page of the attached COFFO Board Minutes of November 16, 2012. Mr. Robert Thompson has completed his second term on the Agricultural Practices Advisory Board and is eligible for a third term.

Jack Osterholt
Deputy Mayor

MEMORANDUM
(Revised)

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

DATE: June 4, 2013

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

SUBJECT: Agenda Item No. 8(M)(2)

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. 8(M)(2)
6-4-13

RESOLUTION NO. R-441-13

RESOLUTION TO REAPPOINT ONE BOARD MEMBER TO THE AGRICULTURAL PRACTICES ADVISORY BOARD

WHEREAS, Sections 2-931 through 2-936 of the Code of Miami-Dade County provides for the creation, composition, terms, purpose and duties of the Agricultural Practices Advisory Board; and

WHEREAS, Section 2-933 of the Code of Miami-Dade County specifically provides for the designated organizations to recommend at least one nominee; and

WHEREAS, Mr. Robert Thompson completed his second term on the Agricultural Practices Advisory Board as the representative of the Coalition of Florida Farmworker Organizations, Inc. and is eligible for a third term; and

WHEREAS, the Coalition of Florida Farmworker Organizations, Inc. has recommended Mr. Robert Thompson to a third term as the Coalition of Florida Farmworker Organizations, Inc. representative on the Agricultural Practices Advisory Board; and

WHEREAS, Section 2-935 of the Code of Miami-Dade County directs that vacancies on the Agricultural Practices Advisory Board shall be filled by the Board of County Commissioners,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that Mr. Robert Thompson is hereby reappointed for a third term to the Coalition of Florida Farmworker Organizations, Inc. Representative seat of the Agricultural Practices Advisory Board for one four-year term beginning on January 1, 2013 and ending on December 31, 2016.

The foregoing resolution was offered by Commissioner **Sally A. Heyman**, who moved its adoption. The motion was seconded by Commissioner **Esteban L. Bovo, Jr.** and upon being put to a vote, the vote was as follows:

	Rebeca Sosa, Chairwoman		**aye**
	Lynda Bell, Vice Chair		**absent**
Bruno A. Barreiro	**absent**	Esteban L. Bovo, Jr.	**aye**
Jose "Pepe" Diaz	**absent**	Audrey M. Edmonson	**aye**
Sally A. Heyman	**aye**	Barbara J. Jordan	**aye**
Jean Monestime	**aye**	Dennis C. Moss	**absent**
Sen. Javier D. Souto	**aye**	Xavier L. Suarez	**absent**
Juan C. Zapata	**absent**		

The Chairperson thereupon declared the resolution duly passed and adopted this 4th day of June, 2013. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: ***Christopher Agrippa***
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

Dennis A. Kerbel

COFFO BOARD MINUTES
November 16, 2012
Homestead, Florida
10:00 am

INTRODUCTIONS:
Robert Thompson, Chairperson welcomed the board members.

BOARD MEMBERS IN ATTENDANCE:
Robert Thompson
Pressa Mondelus
Pedro Narezo
Joseph Dorsinvil
Sinclair Williams

BOARD MEMBERS ABSENT
Margarita Hinojosa
Fr. Frank O'Loughlin
Fernando Pro Jr.

STAFF IN ATTENDANCE:
Arturo Lopez, Executive Director
Maria Adame

ESTABLISHING A QUORUM:
Having determined that there was a quorum, the Chairperson called the meeting to order.

APPROVAL OF AGENDA:
The Chairperson asked the members to review the agenda and requested a motion for acceptance of the agenda. Sinclair Williams made the motion, seconded by Pressa Mondelus, motion passed.

APPROVAL OF MINUTES:
The Chairman informed the members that the minutes for 6/27/12 (full board), 7/24/12 (Executive Committee) and 9/24/12 (full board Conference call) had been sent out and that copies were in their folders. By consensus of the board one motion will be made to approve the three minutes. The motion to accept the minutes was made by Pressa Mondelus, seconded by Joseph Dorsinvil.

EXECUTIVE DIRECTORS REPORT:

Mortgage Refinancing- The Executive Director reported that the refinancing was completed and the amount was for $348,500. He explained that some of members were not too happy with the Settlement Charges which was $20,740. The Executive Director informed the members that the down side of working with a lending institute that it is not local and costly. Of the $20, 740, approximately $14,850 was for services that were provided by companies that were not local. For example, the survey and appraisal company were from Orlando and their attorney was from California.

BBC Cost Over Runs- Executive Director informed the members that the amount that the County had granted COFFO for the addition to the site was $500.000. He reported that additional expenses that were not foreseen by the architect was the wiring for the computer and telephone systems, parking lights and bigger air compressors for cooling the building. The amount of the over run was $21 thousand plus. Sinclair Williams asked where the funds to cover the cost were going to come from. The Executive Director said that Robert Thompson had mention the possibility of going to the Commissioner and ask him if this amount could be covered by the $100,000 that he had in his budget and asked the Office of Community Economic Development to give to COFFO for other construction needs. The Executive Director reported that the original contract was for landscaping, fencing, walk way improvement and bus shelter. He said that if this did not happen, the expense was going to go into the general account which would be picked up by some of the refinancing amount.

Office of Grants Coordination Monitoring Report- The Executive Director informed the members that the report was in their packet. He said that usually when he reports on the monitoring that is conducted by the funding sources he only provides copies of the section related to the board and reports on the other items. At the last monitoring by OGC, the monitor, under corrective actions, asked that the Executive Director share the results of the visit with the members, and that minutes of the meeting where this was done be sent to her.

The Executive Director covered the Administrative section and directed their attention to AR1.03 that applies to the Board of Directors. He mentioned that items 1 & 2 are areas of concern that needs to be addressed. In the Fiscal Operations Review number 24 was marked as a concern. The Monitor wrote that our petty cash policy states that petty cash can only be used for purchases of less than $50.00. Accounting is not sure where she got the information from because on page 6 of our Accounting Procedure Manual, number 1 states that the main office and immigration will have a $300 petty cash fund and that Immokalee will have a $200.00 petty cash fund. Number 2 states that not more than $100.00 can be used for any individual transaction. Under Personnel Administrative Review the monitor noted that the Executive Director had not be evaluated, that a personnel file did not exist for Orlando Marin, Bus Driver (he was not a bus driver) and that the agreement between COFFO & its Employee Company was not approved by OMB-GC prior to execution.

The Corrective Actions Required are:

1. Provide the results of the monitoring report to the Board and send copies of minutes.
2. Show that taxes and payments to the IRS were made on a timely basis.
3. Submit proof of Executive Director's evaluation and create file of Orlando Marin.
4. Submit copy of Employee agreement to OMB-GC.
5. Revise Petty Cash re; amounts.

Contracts

The Executive Director reported on the four contracts that the agency is presently administrating.

1. CSBG, Department of Economic Opportunity
2. Office of Grants Coordination, Miami Dade County
3. Ounce of Prevention, Florida Department of Health
4. LIHEAP, Agricultural Labor Program Inc.

The Chairman asked if there were any questions and being none asked for a montion to accept the Executive Director's report. The motion was made by Pedro Narezo, seconded by Pressa Mondelus, motion passed.

FINANCIAL REPORT

-Agency Financial Status – In the absence of the Fiscal Officer the Executive Director informed the members that the financial report was in their packet and reviewed the financial report for the period ending September 30, 2012 with them. He directed the members to page 2 of the report (Statement of Revenue, Expenses and Fund Balance) which showed $1,011.815 in total revenue and $973.088 in total expenses leaving a positive balance of $38,727. He informed the members that if they wanted to see the details they could go to page three which was the supportive statement of revenue. He reported that the fund balance at the beginning of the fiscal year (October 1, 2012) was $478,383 and that the balance for the period ending September 30, 2012 was $517,110.

The Executive Director informed the members that information after page 15 the document contained information on how the programs were performing. The information was in numbers, pie charts and charts. The Chairman asked if there were any other questions and being none asked for a motion to accept the report. The motion was made by Sinclair Williams, seconded by Pedro Narezo, motion passed.

NEW BUSINESS

-Bylaws Amendments – The Executive Director informed the members that the Chairman and he had been reviewing the bylaws and would be submitting them to the members prior to the next meeting so that the Board Members could review them and take action on them at the next meeting.

-Personnel Policy Amendments-The Executive said that recommendations to the personnel polices were also going to be submitted. Some of the recommendations to the bylaws and personnel policies were recommendations made by the auditors.

-Executive Director's Evaluation-The Chairman asked the Vice Chairperson, Pedro Narezo to conduct the evaluation process and the Executive Director was asked to leave the meeting while the members reviewed the Executive Directors performance. The Executive Director was asked to return after the task was completed and the Vice Chairman met with the Executive Director to discuss the completed evaluation. The Vice Chairman and the Executive Director signed the evaluation document.

RESOLUTION

The Executive Director informed the Board Members that the County had informed him that Robert Thompson's term on the Agricultural Practices Advisory Board was ending and could serve another four year term if COFFO wanted to re-nominate him for another term. He informed the Members that Mr. Thompson had agreed to serve another term. He informed the Members that Mr. Thompson had represented the agency and the farmworkers in great fashion and recommended that he be re-nominated. Pedro Narezo made the motion to nominate Robert Thompson to serve another term, seconded by Pressa Mondelus, motion passed.

ADJOURNMENT

Being no other business the Chairperson adjourned the meeting.

Sandra Williams — 2/15/2013

Chairman/Secretary — Date

Robert Thompson
9975 Marlin Road
Miami, FL 33157

Experience
Department of Human Services

Contract Officer 1994-2000	Monitored community based organizations that received county funding and prepared written reports. Prepared amendments to contracts. Prepared agreements/contracts to be sent to the community based organizations. Reviewed all contracts before sending them to the Director. Acted as supervisor whenever the Director was not present. Represented the Director at meetings and accompanied her to others. Reviewed award letters for monetary accuracy. Supplied technical assistance to CBO's. Performed site monitoring.
Community Relations Program Officer 1975-1994	Supervised a staff of subordinates engaged in the identification and investigation of community problems and issues that related to the Community Relations Board's function to foster mutual understanding, tolerance and respect among all economic, social, religious and ethnic groups. Participated with departmental administration in planning goals and objectives as well as the implementations of programmatic activities. Served as a resource person and professional staff to committees and task force created by the CRB board or director. Implemented methods and techniques to be used for the establishment of close working relationships with municipal, county, state and federal governmental agencies. Functioned as a liaison/ombudsman with citizen groups and non-governmental bodies and organizations especially within South Dade.

Robert Thompson

Organized a monthly forum that brought together decision-makers, resource persons, providers and recipients of services at a monthly forum focusing their attention on county-wide issues. (The forum not only involved local resources, but state and federal as well).

Intergroup Relations Officer
1973-1975

Organized monthly interagency meetings that brought together resources to focus on localized geographical /functional community problems such as complaints, police/community relations, migrant/seasonal farm workers concerns.
Supervised the South Dade office and worked with all grassroots organizations in the area.

Administrative Officer I
1972-1973

Worked as a community outreach person in South Dade. Was a member of the first crisis response team that monitored the Democratic and Republican conventions on Miami Beach.

Other Activities

Consultant to N.B.C. on "Migrant 1980" documentary. This was the sequel to Edward R. Morrows "Harvest of Shame."

Consultant to Inspector General's Office of H.H.S. Washington D.C. on Migrant Affairs.

Consultant to the Office of Special Services of H.H.S. in conducting a survey of services to migrants in the United States.

Consultant for the U.S. Defense Department's Race Relations Institute, helping to design and administer four programs for military personnel in which young men and women in the service visited Miami-Dade County and underwent an intense three (3) day minority experience.

Organized the Coalition of Farm workers Immigration Office to address the concerns of IRCA in 1986.