



GOVERNMENTAL OPERATIONS AND ENVIROMENT COMMITTEE

June 21, 2007

Prepared by: Nelson Diaz

EXHIBITS LIST

NO.	DATE	ITEM #	DESCRIPTION
1	6/21/2007		Presentation titled <u>County Advisory Boards and the Sunset Review Process: Recommendations of the Governmental Structure Task Force</u>
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

**Miami-Dade County
Governmental Operations and
Environment Committee Workshop
June 21, 2007**

***County Advisory Boards and the
Sunset Review Process:
Recommendations of the
Governmental Structures Task Force***



Exhibit

Background

- The Miami-Dade County Governmental Structure Task Force, which met throughout 2005 and 2006, was requested by the BCC to examine the Boards process.
- The Commission Auditor's final report on boards and councils was issued March 31, 2006.
- The GSTF adopted the attached recommendations at its final meeting in January 2007.
- The BCC subsequently adopted Resolution R-268-07 directing the County Manager to draft amendments to the County Code implementing the recommendations.
- Staff has drafted the legislative amendments and will work with the County Attorney's Office to finalize the proposed ordinance pending additional input from this Committee.
- An initial review of current advisory Boards, undertaken at the request of the GSTF, did not identify duplicative Boards.

Overview of County Advisory Boards

- BCC establishes boards by resolution or ordinance
- Boards may exist pursuant to BCC mandate or pursuant to state or federal mandates
- Board types include:

Advisory

Canvassing

Community Council

Governing

Municipal Advisory Council

Nominating Committee

Quasi-Judicial

- Boards established through ordinance are required to submit biennial Sunset Review Reports

Overview of the Current Sunset Review Process:

- The process is governed by Section 2-11.40 of the County Code.
- The purpose of the Sunset Review Process is to ensure boards serve the purposes for which they were created.
- Sunset Review Reports are primarily board self-assessments: they are prepared by staff; approved by Board and transmitted to County Manager by Chairperson.
- Reports are reviewed by OSBM as to form and sufficiency and are transmitted to the appropriate BCC Committee by County Manager.
- The BCC reviews each Sunset Review Report and determines the future status of each board.
- Boards operating pursuant to federal or state laws are exempt from Sunset Review reporting.

Recommended Legislative Alternatives

The Task Force recommendations encompass three broad areas:

- Sunset Provisions;
- Reporting Requirements; and
- Procedural Items

Legislative Alternatives: Sunset Provisions

- Existing Boards:
 - Impose universal sunset date (5 years). Board continuation past this date would require reauthorization by the BCC. Specific boards (such as governing boards) could be exempted as appropriate.
 - Eliminate currently inactive Boards that have not met in 12 months (except Boards that exist pursuant to federal or state mandate, or that convene on an as needed basis)
- Future Boards:
 - Require sunset date in Board ordinance (5 year maximum). Board continuation past this date would require reauthorization by the BCC. Specific boards could be exempted as appropriate.
- All Boards
 - Automatic sunset following 1 year of inactivity. Specific boards could be exempted as appropriate.

Legislative Alternatives: Reporting Requirements

- Impose additional financial reporting requirements for:
 - a. Fiduciary Boards
 - b. Boards meeting threshold annual budget amount (such as \$100,000)
- Triggers for in depth review based on:
 - a. Low quorum achievement rate
 - b. High vacancy rate
 - c. Request by BCC subcommittee
 - d. Discretion of Commission Auditor
- Provide greater flexibility in evaluating Board performance
 - a. Permit use of goals for advisory boards
 - b. Continue to require measurable performance objectives for fiduciary Boards

Legislative Alternatives: Procedural Items

- Allow Sunset Review Report to serve as Annual Report for the year in which it is submitted
- Realign reporting deadlines with current committee structure *or* eliminate committee review requirement
- Consider moving reporting deadline from spring to November/December
- Post board vacancies online in lieu of the current biannual advertisement requirement