ANIMAL SERVICES

DIRECTOR'S OFFICE

- Oversees all departmental activities, including veterinary services, code enforcement, marketing, outreach, and personnel; develops and implements programs and services relating to animal services throughout Miami-Dade County

FY 10-11	FY 11-12
2	2

CUSTOMER SERVICE

- Coordinates customer service functions, such as adoptions, working with rescue groups, lost and found, and processing financial transactions at the service counter; oversees outreach, the volunteer program, and public and media relations

FY 10-11	FY 11-12
12	13

BUDGET AND FINANCE

- Oversees budget and finance, accounts payable/receivable, collections, data entry, information technology, purchasing, inventory control, building and facility maintenance, and human resources

FY 10-11	FY 11-12
16	16

CODE ENFORCEMENT

- Ensures compliance with Chapter 5 of the County Code and Chapter 828 of the Florida Statutes; coordinates regulatory and enforcement activities; and oversees field operations and dispatching, the issuance of uniform civil citations, and investigations

FY 10-11	FY 11-12
35	29

VETERINARY CLINIC

- Oversees all veterinary services, including surgeries, rabies vaccinations, medical treatments, and euthanasia of shelter animals

FY 10-11	FY 11-12
17	17

KENNEL

- Cares for shelter animals, including cleaning and feeding; assists constituents interested in adoption; and assists constituents who have lost their pets

FY 10-11	FY 11-12
34	34

AUDIT AND MANAGEMENT SERVICES

AUDIT SERVICES

- Performs audits to improve performance and foster accountability, while promoting a more efficient, effective, and ethical County government

FY 10-11	FY 11-12
43	43

ADMINISTRATIVE SUPPORT SERVICES

- Provides departmental support primarily in the areas of budget preparation and fiscal management, procurement, personnel administration, audit report processing, inventory/file management, and information technology

FY 10-11	FY 11-12
6	5

AVIATION

EXECUTIVE

- Establishes departmental policy; directs overall management; provides long-term vision; and implements legislative policy and directives

FY 10-11	FY 11-12
35	37

FINANCE AND STRATEGY

- Manages accounting and financial services
- Oversees planning and preparation of the Department's Business Plan

FY 10-11	FY 11-12
68	65

PUBLIC SAFETY AND SECURITY

- Provides investigative police and uniform services; issues security access IDs (section was merged with Operations in FY 2010-11)
- Coordinates and develops all media relations activities (section was merged with Operations in FY 2010-11)

FY 10-11	FY 11-12
0	119

ADMINISTRATION

- Manages the Department's support service functions including procurement, human resources, and information technology

FY 10-11	FY 11-12
127	122

FACILITIES MANAGEMENT

- Manages existing facilities, including operational readiness, testing, commissions acceptance and turnover of all new facilities

FY 10-11	FY 11-12
495	445

OPERATIONS

- Manages airfield, terminal, and landside areas of MIA and the GAA

FY 10-11	FY 11-12
461	366

BUSINESS RETENTION AND DEVELOPMENT

- Develops, administers, and monitors lease agreements and plans and recommends future business and economic development

FY 10-11	FY 11-12
51	42

AVIATION PLANNING, LAND USE, AND GRANTS

- Manages the design, bid, award, and construction of the Capital Improvement Program (CIP)

FY 10-11	FY 11-12
18	10

COMMUNITY ACTION AND HUMAN SERVICES

OFFICE OF THE DIRECTOR

- Provides overall direction and coordination of departmental functions

Adopted FY 10-11	Proposed FY 11-12
10	8

ADMINISTRATION

- Administers fiscal and budgetary operations, including purchasing, reporting, accounts payable/receivable, and grant monitoring; provides technical assistance in preparation of grants

Adopted FY 10-11	Proposed FY 11-12
52	37

HEAD START/EARLY HEAD START

- Provides a comprehensive child development program for children (newborn to five years of age) from low-income families

Adopted FY 10-11	Proposed FY 11-12
478	78

SELF HELP

- Assists low-income families and communities toward self-sufficiency through programs, including LIHEAP, information referral, and support of 16 Community Advisory Communities (CAC)

Adopted FY 10-11	Proposed FY 11-12
78	84

TRANSPORTATION

- Transports children and elders to Head Start and DHS elderly programs respectively

Adopted FY 10-11	Proposed FY 11-12
23	21

ENERGY PROGRAMS

- Administers the Single Family Rehab Program, the Weatherization Program of the Low-Income Home Energy Assistance Program (LIHEAP), Solar Program, and Housing and Community Development (HCD) funded Home Repair Programs

Adopted FY 10-11	Proposed FY 11-12
28	28

GREATER MIAMI SERVICE CORPS

- Administers and operates the National Urban Corps for Greater Miami, which involves young adults (ages 18-23) in the physical and social needs of their community through volunteerism and community service, providing them with structured meaningful work experience and comprehensive educational opportunities

Adopted FY 10-11	Proposed FY 11-12
16	11

HUMAN RIGHTS AND FAIR EMPLOYMENT PRACTICES

- Provides overall direction and coordination of departmental functions

Adopted FY 10-11	Proposed FY 11-12
11	9

CHILD DEVELOPMENT SERVICES

- Administers child care grants, including school readiness, inclusion and voluntary pre-kindergarten at family day care and child care centers throughout Miami-Dade County

Adopted FY 10-11	Proposed FY 11-12
178	150

ELDERLY, DISABILITY, & VETERANS

- Provides a continuum of services for the elderly, veterans, and individuals with disabilities

Adopted FY 10-11	Proposed FY 11-12
174	161

EMPLOYMENT AND TRAINING

- Provides employment programs for disadvantaged populations such as at-risk youth, farm workers, and refugees

Adopted FY 10-11	Proposed FY 11-12
22	16

REHABILITATIVE SERVICES

- Provides comprehensive treatment for adult substance abusers in Miami-Dade County, including assessment, evaluation, referral, and diversion

Adopted FY 10-11	Proposed FY 11-12
63	57

VIOLENCE PREVENTION AND INTERVENTION

- Provides crisis counseling, safe shelter, transportation, and other services to victims of domestic violence and their immediate family members

Adopted FY 10-11	Proposed FY 11-12
68	62

PSYCHOLOGICAL SERVICES

- Provides professional psychological services to disadvantages populations, such as low-income children in Head Start

Adopted FY 10-11	Proposed FY 11-12
1	1

COMMUNITY INFORMATION AND OUTREACH

DIRECTOR

- Provides overall leadership, direction, and coordination of departmental operations; establishes departmental policies and procedures

FY 10-11	FY 11-12
3	3

311 ANSWER CENTER OPERATIONS & OUTREACH

- Manages the day-to-day operations of the 311 Answer Center, which provides centralized access to government information and service requests; maintains a comprehensive knowledgebase of government information and services through real-time updates; and provides training to call center staff and applies quality assurance measures to improve service delivery

FY 10-11	FY 11-12
132	127

ADMINISTRATIVE SUPPORT SERVICES

- Directs all personnel, procurement, contract management, and budgeting functions; oversees all fiscal activities, internal controls, and performance reporting

FY 10-11	FY 11-12
8	4

ONLINE SERVICES/DIGITAL SOLUTIONS

- Manages the web portal and departmental website content; provides enterprise internal and external communication; provides multi-media and public education services; manages online survey tools

FY 10-11	FY 11-12
17	17

MIAMI-DADE TELEVISION

- Provides gavel-to-gavel television coverage and webcasting of all BCC meetings; produces original programming; provides chambers support for non-broadcast meetings

FY 10-11	FY 11-12
15	11

eGOVERNMENT

- Develops and maintains the portal, self-service and citizen engagement tools, portal search, ServiceStat, alerts and Reverse311, smartphone and mobile applications, and the employee eNet portal

FY 10-11	FY 11-12
10	9

DESIGN, ADVERTISING, AND TRANSLATIONS

- Provides translation, interpretation, photography and full service graphic design; coordinates media spending that includes Departmental and enterprise marketing and promotional activities

FY 10-11	FY 11-12
13	11

CORRECTIONS AND REHABILITATION

MDCR OFFICE OF THE DIRECTOR

- Formulates all departmental policies and provides overall direction and coordination of department activities relating to the booking, release, classification and incarceration of individuals arrested in Miami-Dade County. Oversees the Professional Compliance Division (Internal Affairs, Accreditation and Inspection, and Security Operations), Medical Services and the Legal Unit

FY 10-11	FY 11-12
79	79

CUSTODY SERVICES

- Provides for the care, custody and control of inmates incarcerated within five detention facilities. Responsible for all inmate intake, classification and release functions. Inmates are classified as adult male and female felons, male and female juveniles, mentally ill male and female inmates, and male and female misdemeanants

FY 10-11	FY 11-12
1,765	2,134

MANAGEMENT SERVICES AND TRAINING

- Supports all administrative requirements of the Department, to include direct employee services and regulatory requirements; this includes budget and finance, personnel management, training, basic training academy, policy and planning, procurement, and legislative issues

FY 10-11	FY 11-12
145	145

SUPPORT SERVICES

- Includes Custody Support Services, Physical Plant Maintenance, Alternatives to Incarceration, and Inmate Programs. Provides court services, inmate transportation and hospital services, food services, facilities management, information systems, pretrial release, materials management, monitored release (house arrest), construction management (capital projects) and community affairs

FY 10-11	FY 11-12
901	619

CULTURAL AFFAIRS

ADMINISTRATION

- Oversees all departmental activities, in coordination with the Cultural Affairs Council and the Art in Public Places Trust; provides administrative oversight over grants and programs

FY 10-11	FY 11-12
22	22

GRANTS AND PROGRAMS *

- Provides integrated investments and technical assistance to the cultural industry, and makes cultural activities more accessible for residents and visitors

FY 10-11	FY 11-12
0	0

SOUTH MIAMI-DADE CULTURAL ARTS CENTER

- Manages, operates, programs and markets this multidisciplinary arts center, showcasing the performing arts

FY 10-11	FY 11-12
8	8

ART IN PUBLIC PLACES

- Improves the quality of public buildings and civic spaces throughout Miami-Dade County with public art

FY 10-11	FY 11-12
4	4

CULTURAL FACILITIES

- Provides oversight and management of the Miami-Dade County Auditorium, Joseph Caleb Auditorium, and the African Heritage Cultural Arts Center

FY 10-11	FY 11-12
0	11

* Grants and programs staff are reflected in Administration

ELECTIONS

OFFICE OF THE SUPERVISOR OF ELECTIONS

- Formulates and directs overall policy for department operations

FY 10-11	FY 11-12
3	3

OFFICE OF GOVERNMENTAL AFFAIRS

- Monitors federal, state, and local legislative activities; coordinates elections Canvassing Board, candidate qualifying, and liaison activities with candidates and municipalities; processes financial disclosures, outside employment forms, and public records requests; oversees media relations, and post election audit

FY 10-11	FY 11-12
10	10

VOTER SERVICES

- Oversees all aspects of voter registration services, manages the statewide Voter Registration System, and coordinates precinct registers for all elections; manages absentee voting, and departmental mailroom activities

FY 10-11	FY 11-12
20	20

INFORMATION SYSTEMS

- Responsible for voting equipment programming, ballot coding, vote tabulation, and reporting of elections results; manages early voting operations, and absentee ballot mailing; and manages departmental information technology infrastructure

FY 10-11	FY 11-12
19	19

OPERATIONS

- Oversees warehouse activities, including elections equipment logistics, ballot tracking and asset management; responsible for budget, finance, procurement, and human resource activities including recruitment of seasonal staff; and responsible for securing polling places countywide and ensuring ADA compliance

FY 10-11	FY 11-12
26	26

COMMUNITY OUTREACH & TRAINING

- Conducts outreach and voter education programs, recruits and trains poll workers, and coordinates collection center activities to ensure return of items on Election Night

FY 10-11	FY 11-12
13	13

FINANCE

OFFICE OF THE DIRECTOR

- Formulates and directs overall financial policy of the County

FY 10-11	FY 11-12
5	5

CONTROLLER

- Satisfies legal and mandated requirements; processes vendor payments and payroll; maintains County's general ledger system; and provides financial reporting

FY 10-11	FY 11-12
89	90

CASH MANAGEMENT

- Invests surplus funds in compliance with Florida Statutes, local ordinances, and investment policy

FY 10-11	FY 11-12
7	7

BOND ADMINISTRATION

- Manages the County's debt financing

FY 10-11	FY 11-12
8	8

TAX COLLECTOR

- Administers state laws, local ordinances, and policies pertaining to the collection and distribution of current and delinquent County and municipal ad valorem taxes, non-ad valorem assessments, improvement liens, local business tax receipts, waste fees, excise utility taxes, convention and tourist development taxes, and license fees (auto, boat, hunting, and fishing); and collection of delinquent accounts for various County departments

FY 10-11	FY 11-12
176	186

FIRE RESCUE

OFFICE OF THE FIRE CHIEF

- Provides leadership and direction; establishes long-term vision for fire rescue services; formulates departmental policy; provides planning, research, accreditation and quality management for the department

FY 10-11	FY 11-12
16	9

BUDGET/PLANNING/GRANTS/FACILITIES/ ADMINISTRATION

- Oversees capital project development; manages fiscal operations including capital and grants management, directs strategic and organizational planning projects; administers off-duty services; and provides facilities maintenance and construction
- Directs human resources activities; maintains medical records; functions as liaison with elected officials and County administrative offices; oversees policy and procedures development; maintains departmental records; oversees public affairs, management information and computer systems; develops recruitment programs; and oversees procurement management

FY 10-11	FY 11-12
149	108

EMERGENCY MANAGEMENT

- Provides overall leadership, management, and coordination of the County's emergency operations; plans, coordinates, and implements disaster preparedness, response, recovery, and mitigation programs

FY 10-11	FY 11-12
20	15

TECHNICAL/SUPPORT SERVICES

- Provides state and federally mandated minimum standard, career development, and advanced firefighting training, and oversees new program development; provides fire prevention and public education programs; directs fire prevention and building and alarm inspections; manages warehouse and supply, motor pool, and research and development activities; maintains and repairs departmental heavy equipment fleet; dispatches emergency and non-emergency calls for service and coordinates radio frequency allocations

FY 10-11	FY 11-12
355	335

SUPPRESSION AND RESCUE

- Provides fire suppression services, ground and air rescue transport, and medical services to the public; performs specialized protection services such as hazardous materials, water rescue, marine firefighting, and technical rescue training (TRT); performs building inspections, safety surveys, and firefighting and rescue demonstrations; oversees Airport and Seaport fire and rescue services and employee training activities; provides Fire Department personnel and equipment support for special events; maintains Antivenin Bank and administers the anti-venom program; oversees ocean rescue services; provides advanced emergency medical services training, certification maintenance, and hospital liaison services

FY 10-11	FY 11-12
2,060	1,957

INFORMATION TECHNOLOGY

OFFICE OF THE DIRECTOR

- Oversees technical, professional, and management personnel engaged in the provisioning of IT resources and services; oversees and implements the County's cyber-security policies; performs Chief Information Officer (CIO) functions; oversees shared services development

Adopted FY 10-11	Proposed FY 11-12
11	11

ENTERPRISE APPLICATION SERVICES

- Provides multi-platform countywide and departmental automated application systems

Adopted FY 10-11	Proposed FY 11-12
145	146

RADIO SERVICES

- Provides local and regional public safety first responders and County departments with efficient, reliable, and secure radio communications services and solutions

Adopted FY 10-11	Proposed FY 11-12
57	57

FIELD SERVICES

- Delivers enterprise maintenance, installations, and support for telephone systems, computer peripherals, wireless devices, and networks

Adopted FY 10-11	Proposed FY 11-12
94	92

TELECOMMUNICATIONS NETWORK

- Provides Internet Protocol (IP) voice and data network services for County departments

Adopted FY 10-11	Proposed FY 11-12
66	62

ENTERPRISE SOLUTIONS

- Delivers enterprise program services for 311/911, Enterprise Resource Planning (ERP), Geographic Information System (GIS), Enterprise Asset Management System (EAMS), and Electronic Data Management System (EDMS)

Adopted FY 10-11	Proposed FY 11-12
62	66

OPERATIONAL SUPPORT SERVICES

- Provides asset management, financial, and administrative support to operations through budget, accounting, and procurement offices; manages personnel activities through the human resource office

Adopted FY 10-11	Proposed FY 11-12
28	31

DATA CENTER SERVICES

- Provides 24 X 7 operation, maintenance, and support of the hardware and system software (host and network operating systems software, database, middleware, and distributive systems) that run the County's multi-mainframe, multi-platform computer environment and peripheral devices (storage and print)

Adopted FY 10-11	Proposed FY 11-12
84	86

INTERNAL SERVICES

OFFICE OF THE DIRECTOR

- Establishes departmental policies and goals and provides legislative coordination

Adopted FY 10-11	Proposed FY 11-12
7	11

FLEET MANAGEMENT

- Maintains the County's light and heavy mobile equipment fleet; provides fuel to County departments, municipalities and other governmental entities; and administers the Vehicle Replacement and Fuel Conservation Programs

Adopted FY 10-11	Proposed FY 11-12
271	270

ADMINISTRATIVE AND BUSINESS SERVICES

- Administers departmental personnel, accounting, information technology, the Fixed Assets System and budget coordination; manages parking operations, the County Store and the disposal of County surplus property; provides design, printing, and mail services

Adopted FY 10-11	Proposed FY 11-12
104	103

DESIGN AND CONSTRUCTION SERVICES

- Plans, designs, and manages new facility construction and renovations of County facilities;develops countywide construction management standards and policies; and administers the Miscellaneous Construction Contracts 7040 and 7360

Adopted FY 10-11	Proposed FY 11-12
116	124

FACILITIES AND UTILITIES MANAGEMENT

- Manages and maintains County operated facilities, administers countywide security and energy performance contracts, regulates elevator equipment in Miami-Dade County, and manages utility use

Adopted FY 10-11	Proposed FY 11-12
164	173

PROCUREMENT

- Manages vendor registration and outreach, Architectural & Engineering (A&E) technical certification, prequalification of firms for A&E services and the Miscellaneous Construction Contract Program (MCC), and coordinates vendor information Countywide; Manages the procurement of goods and services purchased through bids, requests for proposals, and other solicitation instruments, including Countywide IT procurements; Administers the Architectural and Engineering (A&E) selection process pursuant to F.S.287.055 and the Equitable Distribution Program (EDP)

Adopted FY 10-11	Proposed FY 11-12
92	89

HUMAN RESOURCES

- Formulates human resources policy; develops strategic HR programs and administers the County's employee relations systems and employee benefits,; advises departments on personnel issues and appropriate methods of problem resolution; coordinates all recruitment and personnel issues and actions for Miami-Dade County; performs departmental personnel representative functions; and provides general administrative and strategic support, including fiscal management, budget preparation, procurement, records management, and management information systems

Adopted FY 10-11	Proposed FY 11-12
106	136

RISK MANAGEMENT

- Administers self-insured workers' compensation and liability programs, and Countywide safety and property/casualty programs

Adopted FY 10-11	Proposed FY 11-12
113	93

REAL ESTATE DEVELOPMENT

- administers Countywide joint real estate development, real property lease negotiation and management, property acquisition, and land sales

Adopted FY 10-11	Proposed FY 11-12
22	21

JUVENILE SERVICES

OFFICE OF THE DIRECTOR

- Provides overall policy, strategy and direction for the Department in order to serve arrested and at-risk juveniles and their families

FY 10-11	FY 11-12
11	2

CARE AND CUSTODY

- Provides centralized booking services and security; assessment of substance abuse, family, and mental health issues; and training of staff

FY 10-11	FY 11-12
41	36

CLINICAL ASSESSMENT AND DIVERSION SERVICES

- Provides assessment and diversion services for juvenile offenders and at-risk youth in the community

FY 10-11	FY 11-12
47	45

OPERATIONAL SUPPORT

- Provides centralized operational support to the department, including fiscal management, facilities management, and records services

FY 10-11	FY 11-12
1	7

COMMUNITY SERVICES

- Provides public policy recommendations based on data analysis; provides outreach and violence intervention services to at-risk communities

FY 10-11	FY 11-12
0	6

GUARDIAN AD LITEM

- Protects the rights of children involved in court proceedings and advocates for their best interest

FY 10-11	FY 11-12
7	7

LIBRARY

OFFICE OF THE DIRECTOR

- Provides overall direction and coordination of departmental operations and management

FY 10-11	FY 11-12
3	3

ADMINISTRATION

- Oversees implementation of departmental policy and manages the departmental budget

FY 10-11	FY 11-12
14	14

SUPPORT SERVICES

- Processes financial transactions and personnel actions; oversees the Library's capital expansion plan; develops and prints educational and promotional materials for the Library System; manages maintenance security, fleet services, and human resources throughout the system

FY 10-11	FY 11-12
68	48

OUTREACH SERVICES

- Develops and implements special events and programs for targeted populations, such as children or patrons with difficulty accessing services at branches

FY 10-11	FY 11-12
30	24

PUBLIC SERVICE

- Provides informational and lending services to users of branch and regional facilities, programs and events to encourage literacy, library usage, and life-long learning; formulates and administers the Collection Development Policy and Materials Budget Plan for the Library System; coordinates all library automation efforts and online services, including short- and long-term technical planning, e-government, web portal initiatives, network infrastructure, network security, and all central site and remote computer equipment and applications, for staff and the general public

FY 10-11	FY 11-12
506	377

MANAGEMENT AND BUDGET

DIRECTOR'S OFFICE

- Establishes and implements departmental policy; reviews and coordinates agenda submissions; manages departmental personnel; and reviews, coordinates, and implements policy enacted by the Board of County Commissioners (BCC) and County Executive Office

Adopted FY 10-11	Proposed FY 11-12
7	6

MANAGEMENT PLANNING AND PERFORMANCE ANALYSIS

- Responsible for the implementation of the County's results-oriented government framework, which focuses on planning and accountability through performance measurement

Adopted FY 10-11	Proposed FY 11-12
8	6

MANAGEMENT AND BUDGET

- Ensures the financial viability of the County through sound financial management policies

Adopted FY 10-11	Proposed FY 11-12
16	13

COMMUNITY REDEVELOPMENT AND MUNICIPAL SERVICES

- Administers and coordinates the Miami-Dade County Tax Increment Financing (TIF) Program; oversees the activities of all Community Redevelopment Areas (CRAs) and supports Unincorporated Municipal Service Area (UMSA) CRAs; and administers and coordinates annexation/incorporation efforts

Adopted FY 10-11	Proposed FY 11-12
3	3

GRANTS COORDINATION

- Manages and administers the Ryan White HIV/AIDS Treatment Extension Act of 2009; distributes, monitors, and processes CBO allocations and contracts including Mom and Pop funding; administers the Edward Byrne Memorial Justice Assistance Grant (JAG); provides direct support to the Youth Crime Task Force, CBO Advisory Board, Dade-Miami Criminal Justice Council, and the Addiction Services Board (ASB); maximizes resources and promotes grant opportunities

Adopted FY 10-11	Proposed FY 11-12
0	45

BOND ADMINISTRATION

- Administers the Building Better Communities Program (BBC) General Obligation Bond Program, and the Quality Neighborhood Improvement Program (QNIP)

Adopted FY 10-11	Proposed FY 11-12
0	4

MEDICAL EXAMINER

OFFICE OF THE CHIEF MEDICAL EXAMINER

- Formulates departmental policies and provides overall direction and coordination to all bureaus; schedules appointments, court appearances, depositions, and speaking engagements

FY 10-11	FY 11-12
9	9

DEATH INVESTIGATION

- Provides statutorily mandated medicolegal death investigative services for the residents of Miami-Dade County; combines the efforts of legal and law enforcement investigations with those of medicine and science to ascertain the facts surrounding deaths, particularly the cause and manner of death, as defined in the Florida Statutes, Chapter 406

FY 10-11	FY 11-12
59	61

PUBLIC INTERMENT PROGRAM

- Supervises indigent body disposal program; ensures maintenance of County cemeteries; schedules and coordinates bureau activity with funeral homes and crematoriums

FY 10-11	FY 11-12
1	1

MIAMI-DADE POLICE

OFFICE OF THE DIRECTOR/ADMINISTRATION

- Provides management direction and administration for departmental operations, provides legal counsel

FY 10-11	FY 11-12
41	37

SUPPORT SERVICES

- Provides communications and 911; oversees central records and property and evidence bureaus; responsible for budget, finance, procurement, personnel, grants, legislative coordination, and coordination of training activities; responsible for information systems, fleet, and facilities management; conducts false alarm investigations; responsible for Headquarters security; provides psychological services for employees; disseminates information to the media and the public; provides court security and serves writs; responsible for the drug abuse resistance education (DARE), police athletic league (PAL), and other student programs; manages the school crossing guards program

FY 10-11	FY 11-12
1,055	897

POLICE SERVICES

- Provides uniformed patrol services, responds to calls, investigates offenses, apprehends offenders, provides decentralized general investigative services, and engages in special enforcement for prevention of criminal activities; manages contracted police services with municipalities; provides specialized police functions including aviation, motorcycle, and marine; provides crowd control, hostage negotiation, canine response, bomb disposal, and critical incident response

FY 10-11	FY 11-12
2,210	2,135

INVESTIGATIVE SERVICES

- Provides centralized specialized criminal investigation of robberies, homicides, and sexual, domestic, and economic crimes; responsible for professional compliance and investigation of complaints about departmental employees; conducts public corruption investigations; responsible for homeland security; collects and disseminates criminal intelligence; conducts strategic and specialized investigations; conducts crime scene investigations; provides investigative support in the processing, safekeeping, and preservation of evidence; manages the crime laboratory; conducts crime scene investigations; provides sheriff and specialized services; processes and secures criminal warrants

FY 10-11	FY 11-12
1,067	1,052

MIAMI-DADE TRANSIT DEPARTMENT

OFFICE OF THE DIRECTOR

- Implements policy and establishes direction for all aspects of the organization

FY 10-11	FY 11-12
10	9

OPERATIONAL SUPPORT

- Provides administrative and logistical support for department operations
- Administers customer service functions for citizens that use public transportation services

FY 10-11	FY 11-12
495	497

METROBUS

- Manages operations and maintenance for bus service

FY 10-11	FY 11-12
2,019	2,017

METROMOVER

- Administers Metromover service throughout the Downtown perimeter

FY 10-11	FY 11-12
69	69

METRORAIL

- Manages rail maintenance and operations along 24.6 mile corridor

FY 10-11	FY 11-12
426	472

PARATRANSIT

- Provides administrative support for Special Transportation Services (STS)

FY 10-11	FY 11-12
30	34

ENGINEERING

- Provides project management for capital improvement program and performs transportation system analysis

FY 10-11	FY 11-12
150	137

PARKS, RECREATION and OPEN SPACES

OFFICE OF THE DIRECTOR

- Provides overall leadership and direction for departmental operations; coordinates special projects, intergovernmental affairs, marketing, public information, communications, and departmental fundraising efforts; and serves on the board of the Parks Foundation, the Miami-Dade Sports Commission, and the Zoo Oversight Board

Adopted FY 10-11	Proposed FY 11-12
10	9

ADMINISTRATION

- Provides business support for the Department including budget, finance, grant management, human resources, employee development, safety administration, procurement of commodities and services, contracts management, financial and performance auditing, strategic planning, information technology and telecommunications, and the formulation of procedures, standards, and practices

Adopted FY 10-11	Proposed FY 11-12
52	53

MIAMI-DADE ZOOLOGICAL PARK AND GARDENS (ZOO MIAMI)

- Manages and operates the zoo; conducts sales and marketing, public information, and education programs; provides for feeding and care of zoo animals; selects and displays specimens

Adopted FY 10-11	Proposed FY 11-12
177	186

DEERING ESTATE AND ATTRACTIONS

- Manages and operates the Charles Deering Estate and Fruit and Spice Park; oversees historical preservation of facilities; manages facilities, grounds, maintenance, and security

Adopted FY 10-11	Proposed FY 11-12
31	27

GOLF COURSES

- Operates and manages the five County-owned golf courses: Briar Bay, Country Club of Miami, Crandon, Greynolds, and Palmetto

Adopted FY 10-11	Proposed FY 11-12
38	38

MARINAS

- Manages and operates the six County-owned marinas: Crandon, Haulover, Homestead Bayfront, Pelican Harbor, Black Point, and Matheson

Adopted FY 10-11	Proposed FY 11-12
20	20

POOLS

- Operates and maintains 13 pools; provides support to public swim patrons and group rentals

Adopted FY 10-11	Proposed FY 11-12
6	5

PARK OPERATIONS

- Coordinates operations at parks to include park security, custodial services, basic support services to patrons, rentals and programming partnerships; maintains beaches and ballfields; operates Trail Glades Range, campgrounds, tennis centers, the Tennis Tournament and community events

Adopted FY 10-11	Proposed FY 11-12
190	194

PARK PROGRAMMING

- Coordinates and provides recreational programming and manages the Leisure Access Division, which provides sports and recreation activities for persons with disabilities

Adopted FY 10-11	Proposed FY 11-12
19	19

PLANNING AND DEVELOPMENT

- Provides planning, project management, architectural and engineering design, and construction of capital projects; provides contract management and capital program management

Adopted FY 10-11	Proposed FY 11-12
84	77

GROUNDS MAINTENANCE

- Provides grounds maintenance, landscaping services for outside contracts, natural areas management and tree maintenance

Adopted FY 10-11	Proposed FY 11-12
201	183

FACILITY MAINTENANCE

- Provides trade services for new construction and park facilities maintenance; provides facility repair services; maintains departmental heavy and small engine equipment

Adopted FY 10-11	Proposed FY 11-12
82	82

LANDSCAPING AND STD MAINTENANCE

- Provides landscaping and grounds maintenance services to internal and external customers, including Special Tax Districts and public rights-of-way

Adopted FY 10-11	Proposed FY 11-12
133	128

DEPARTMENT OF PERMITTING, ENVIRONMENT, AND REGULATORY AFFAIRS

OFFICE OF THE DIRECTOR

- Provides overall direction for Department operations, formulates departmental policy, inter-governmental coordination, and organizational development initiatives

Adopted FY 10-11	Proposed FY 11-12
10	10

ADMINISTRATION

- Provides administrative support for finance and budgeting, billing and collection, including liens, human resources, and procurement

Adopted FY 10-11	Proposed FY 11-12
68	68

AIR QUALITY PROTECTION

- Regulates sources of pollution and monitors air quality

Adopted FY 10-11	Proposed FY 11-12
30	31

BOARD AND CODE ADMINISTRATION

- Administers licensing of local contractors; reviews and recommends construction products and components; manages the preparation, legal review, and certification of documents related to planning, zoning and development

Adopted FY 10-11	Proposed FY 11-12
34	34

BUILDING CODE SUPPORT

- Issues and processes FBC and unsafe structures violations; manages and enforces local contractor licensing as part of Chapter 10 of the County Code

Adopted FY 10-11	Proposed FY 11-12
28	28

ENVIRONMENTAL EDUCATION AND COMMUNICATION

- Conducts education and outreach

Adopted FY 10-11	Proposed FY 11-12
11	10

ENVIRONMENTAL PLAN REVIEW AND DEVELOPMENT APPROVALS

- Reviews construction and development plans

Adopted FY 10-11	Proposed FY 11-12
56	58

INFORMATION, PERMIT SUPPORT, AND RECORDS MANAGEMENT

- Processes construction permit applications, inspection requests and results, and Certificates of Occupancy; directs computer services, records, and public information

Adopted FY 10-11	Proposed FY 11-12
95	96

NATURAL RESOURCES REGULATION AND RESTORATION

- Conducts environmental resources permitting, monitoring, and restoration

Adopted FY 10-11	Proposed FY 11-12
83	82

NEIGHBORHOOD AND ZONING REGULATIONS

- Ensures all commercial, office, residential, industrial, and agricultural development approvals to all land use regulations and codes, including the processing of Impact fees; provides residential and commercial zoning code enforcement

Adopted FY 10-11	Proposed FY 11-12
113	91

PERMITTING

- Ensures compliance with the FBC and other applicable regulations through review of plans, inspection of construction, and enforcement activities

Adopted FY 10-11	Proposed FY 11-12
84	83

POLLUTION CONTROL

- Facilitates contaminated site remediation to ensure that environmental laws are followed

Adopted FY 10-11	Proposed FY 11-12
59	59

POLLUTION REGULATION AND ENFORCEMENT

- Regulates potential pollution sources

Adopted FY 10-11	Proposed FY 11-12
126	124

STORMWATER MANAGEMENT

- Administers County water management activities

Adopted FY 10-11	Proposed FY 11-12
52	54

PORT OF MIAMI

OFFICE OF THE DIRECTOR

- Formulates departmental policies and procedures and provides overall direction and coordination for all divisions

FY 10-11	FY 11-12
4	4

DEPUTY PORT DIRECTOR

- Responsible for day-to-day operations

FY 10-11	FY 11-12
17	14

SAFETY & SECURITY

- Responsible for the overall security planning and enforcement for the POM at the federal, state, and local levels; and operates POM badging and identification functions

FY 10-11	FY 11-12
142	137

CAPITAL DEVELOPMENT

- Develops and implements all capital related items required by the POM and performs administrative functions to include procurement and management of technology systems

FY 10-11	FY 11-12
52	31

MARITIME SERVICES

- Responsible for cargo and cruise ship operations and associated berthing and terminal management functions

FY 10-11	FY 11-12
167	156

BUSINESS INITIATIVES

- Responsible for Port trade development, advertising, and tariff development

FY 10-11	FY 11-12
7	7

FINANCE

- Responsible for all accounting activities, including cost accounting, reconciliation, accounts payable, financial statements, credit/collection, and billing

FY 10-11	FY 11-12
28	28

PUBLIC HOUSING AND COMMUNITY DEVELOPMENT

OFFICE OF THE EXECUTIVE DIRECTOR

- Provides direction, communication, and coordination of federal and local housing programs to assist extremely low- to moderate-income families and the elderly and disabled; provides management supervision for agency divisions and offices including the Applicant Leasing Center; interacts with public and private stakeholders to ensure attainment of MDHUD's goals and objectives

Adopted FY 10-11	Proposed FY11-12
32	33

ADMINISTRATION

- Conducts audits for compliance with US HUD and departmental regulations; oversees administrative functions, including human resources, technical services, procurement, and investigations regarding fair housing complaints; and handles reasonable accommodation requests for tenants and applicants

Adopted FY 10-11	Proposed FY11-12
33	33

FINANCE AND ACCOUNTING

- Provides financial support to the Agency and ensures that federal and County requirements are met; oversees budgeting, accounting, financial reporting, accounts payable, and revenue management

Adopted FY 10-11	Proposed FY11-12
34	32

CONTRACT ADMINISTRATION

- Administers special Section 8 programs, including Moderate Rehabilitation, Shelter Plus Care, and Single Room Occupancy; and monitors the private contractor for the Housing Choice Voucher Program

Adopted FY 10-11	Proposed FY11-12
17	18

FACILITIES AND DEVELOPMENT

- Manages the overall capital improvement and development of quality housing projects, including the HOPE VI revitalization project, American Recovery and Reinvestment Act (ARRA) projects, Building Better Community General Obligation Bond projects, and Infill Housing projects

Adopted FY 10-11	Proposed FY11-12
10	13

ASSET MANAGEMENT

- Provides decent, safe, affordable housing for the MDHUD residents; manages the public housing portfolio, which includes over 9,000 units of housing; administers the Substantial Rehabilitation and the New Construction programs

Adopted FY 10-11	Proposed FY11-12
275	275

COMMUNITY HOUSING

- Administers federal and state funded programs including the HOME Investment Partnerships Grant (HOME), the Emergency Solutions Grant (ESG), the Neighborhood Stabilization Program (NSP), Documentary Stamp Surtax (Surtax), and State Housing Initiatives Partnership (SHIP) funds designed to develop viable urban communities by providing decent housing and a suitable living environments, principally for low-to-moderate income households.

Adopted FY 10-11	Proposed FY11-12
72	79

PUBLIC WORKS

OFFICE OF THE DIRECTOR

- Formulates departmental policy and provides overall direction and coordination of departmental operations and management

Adopted FY 10-11	Proposed FY 11-12
14	12

TRAFFIC SIGNALS AND SIGNS

- Provides installation, maintenance, and repair of traffic related signs, traffic and pedestrian signals, and school flashers and signs countywide

Adopted FY 10-11	Proposed FY 11-12
115	107

STORMWATER UTILITY CANALS AND DRAINS

- Provides countywide chemical and mechanical cleaning and overall maintenance of the secondary canal system

Adopted FY 10-11	Proposed FY 11-12
153	149

HIGHWAY AND ENGINEERING

- Administers and coordinates all consultant design contracts for major highway and bridge improvements

Adopted FY 10-11	Proposed FY 11-12
22	25

ADMINISTRATION

- Implements departmental policy and provides overall direction on personnel, finance, budget, planning, procurement, information systems, media, outreach, and customer service department-wide; administers the curbside recycling program

FY 10-11	FY 11-12
131	125

CAUSEWAYS

- Manages the Venetian and Rickenbacker Causeway system

Adopted FY 10-11	Proposed FY 11-12
66	65

TRAFFIC ENGINEERING

- Administers traffic engineering functions for the County

Adopted FY 10-11	Proposed FY 11-12
38	35

SPECIAL TAXING DISTRICTS ADMINISTRATION

- Creates special taxing districts for street lighting, security, and landscape beautification

Adopted FY 10-11	Proposed FY 11-12
26	26

DISPOSAL OPERATIONS

- Disposes of all waste that enters the system and maintains disposal capacity; manages three regional transfer stations, the North and South Dade Landfills, and the Resources Recovery ashfill

Adopted FY 10-11	Proposed FY 11-12
273	272

PEOPLE'S TRANSPORTATION PLAN (PTP)

- Plans and coordinates all PTP related functions within the Department

Adopted FY 10-11	Proposed FY 11-12
56	52

ROAD AND BRIDGE MAINTENANCE AND MOSQUITO CONTROL

- Provides overall road and bridge maintenance, including Neighborhood Enhancement Action Teams (NEAT), and administers the County mosquito control program

Adopted FY 10-11	Proposed FY 11-12
115	110

BBC GOB PROGRAM

- Directs activities related to the Building Better Communities General Obligation Bond (BBC GOB) program

Adopted FY 10-11	Proposed FY 11-12
9	8

ENVIRONMENTAL AND TECHNICAL SERVICES

- Maintains capital infrastructure, environmental compliance, fleet, landfills, and the Resources Recovery contract

Adopted FY 10-11	Proposed FY 11-12
44	44

LAND DEVELOPMENT

- Reviews and processes tentative and final plans for subdivisions and improvements on public right-of-way properties

Adopted FY 10-11	Proposed FY 11-12
9	5

CONSTRUCTION

- Provides engineering technical support to other divisions within Public Works as well as other County departments

Adopted FY 10-11	Proposed FY 11-12
131	106

RIGHT OF WAY

- Administers land acquisition services

Adopted FY 10-11	Proposed FY 11-12
69	66

COLLECTION OPERATIONS

- Provides residential and commercial garbage and trash collection; operates the neighborhood Trash and Recycling Centers; and provides bulky waste pick-ups and illegal dumping removal

Adopted FY 10-11	Proposed FY 11-12
575	583

SUSTAINABILITY, PLANNING AND ECONOMIC ENHANCEMENT

OFFICE OF THE DIRECTOR

- Provides departmental policy and direction of operations

Adopted FY 10-11	Proposed FY 11-12
14	13

ADMINISTRATION & FISCAL MANAGEMENT

- Coordinates departmental budget, personnel, procurement, accounting, inventory control, telecommunications, and management information services

Adopted FY 10-11	Proposed FY 11-12
18	19

AGRICULTURAL MANAGER

- Promotes and educates the community on the importance and benefits of the local agricultural industries; administers the purchase development rights program

Adopted FY 10-11	Proposed FY 11-12
2	1

BUSINESS AFFAIRS & CONSUMER PROTECTION

- Regulates various industries, including private for-hire transportation; provides education and training services to commercial growers, home-owners, and families and youths

Adopted FY 10-11	Proposed FY 11-12
106	101

COUNTYWIDE HEALTHCARE PLANNING

- Responsible for the overall leadership of the County's health services research and plan development

Adopted FY 10-11	Proposed FY 11-12
5	5

ECONOMIC DEVELOPMENT AND INTERNATIONAL TRADE

- Directs and coordinates activities to increase international trade and represents and promotes the County as a Global Gateway; provides economic policy coordination

Adopted FY 10-11	Proposed FY 11-12
11	12

PLANNING

- Manages and administers the CDMP; prepares population projections and economic, demographic, and growth alternatives and conducts collaborative long- and short-range planning programs; coordinates countywide historic preservation activities

Adopted FY 10-11	Proposed FY 11-12
47	44

SMALL BUSINESS DEVELOPMENT

- Provides compliance monitoring and enforcement of small business and workforce program goals, and prompt payment and responsible and living wage requirements; administers the review recommendation of small business program measures and certification of small business; provides small business outreach, technical bonding, and financial assistance

Adopted FY 10-11	Proposed FY 11-12
29	30

SUSTAINABILITY

- Coordinates and formulates goals, policies, and initiatives for the County's sustainability, energy, and climate programs

Adopted FY 10-11	Proposed FY 11-12
5	4

WATER AND SEWER

OFFICE OF THE DIRECTOR

- Formulates and establishes departmental policy and directs overall operations

FY 10-11	FY 11-12
39	40

WASTEWATER COLLECTION AND TREATMENT

- Operates and maintains the wastewater treatment plants and pump stations

FY 10-11	FY 11-12
894	890

WATER PRODUCTION AND DISTRIBUTION

- Operates and maintains the water treatment plants and water pumping stations

FY 10-11	FY 11-12
677	675

SUPPORT SERVICES AND MAINTENANCE

- Oversees department-wide personnel, information technology, security, contract management, and budget coordination

FY 10-11	FY 11-12
321	334

ENGINEERING AND CONSTRUCTION

- Directs design activities and coordinates construction activities

FY 10-11	FY 11-12
232	224

FINANCE AND CUSTOMER SERVICE

- Directs the financial and customer service functions, including the communication center

FY 10-11	FY 11-12
415	417

REGULATORY COMPLIANCE, QUALITY ASSURANCE AND PRIORITY CAPITAL PROJECTS

- Plans water and wastewater system to comply with State and Federal agreements, and provides quality assurance for the Department's Capital Improvement Plan

FY 10-11	FY 11-12
46	44