

## ARTICLE XXIII. - COMMUNITY RELATIONS BOARD

Footnotes:

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**Editor's note**— This article is derived from Ord. No. 63-22, adopted on June 11, 1963. The general repealer has been omitted and the sections renumbered to include the ordinance in this Code.

Annotation—CAO 76-53.

**Cross reference**— Discrimination, Ch. 11A.

## Sec. 2-204. - Creation of Board.

There is hereby created and established in Miami-Dade County an advisory Board to be known as the Miami-Dade County Community Relations Board.

(Ord. No. 63-22, § 1, 6-11-63)

## Sec. 2-205. - Membership; qualifications; terms.

This Board shall consist of twenty-six (26) voting members in accordance with the provisions of Section 2-11.38 of the Code of Miami-Dade County as may be amended. The membership of the Board shall be broadly representative of the various social, racial, religious, linguistic, cultural, economic, national origin and geographic groups comprising the population of this County. Each member shall be a resident of Miami-Dade County with an outstanding reputation for community pride, interest, integrity, responsibility, and business or professional ability and a documented commitment to intergroup relations.

Each Commissioner shall appoint a member to the Community Relations Board who is duly qualified under this ordinance. The other thirteen (13) members shall be nominated by a nominating committee. The nominating committee shall be comprised of existing members of the board as selected by majority vote of the board, which shall develop procedures for the creation of the nominating committee in its bylaws. The nominating committee shall recommend potential members for appointment by the Community Relations Board, subject to compliance with the requirements of Section 2-11.38.1(b) of the Code of Miami-Dade County, as may be amended, including the requirement relating to criminal history background checks on potential advisory board members performed by the Office of the Inspector General and compliance with the requirements of Resolution No. R-636-14, as may be amended, pertaining to background research on potential advisory board members performed by the Office of the Commission Auditor. The board shall work with the Office of Community Advocacy or successor department to advertise vacancies occurring on the Community Relations Board in publications of general circulation and maintain an online application to generate a pool of potential members for the nominating committee's consideration. The chairpersons of

the Miami-Dade County Commission for Women, Miami-Dade County Asian-American Advisory Board, Miami-Dade County Black Affairs Advisory Board, and Miami-Dade County Hispanic Affairs Advisory Board shall serve as ex-officio, non-voting members of the Community Relations Board.

All appointments shall be made for a term of four (4) years. No member may serve more than eight (8) consecutive years. This section shall apply to all board members, except that current board members shall be allowed to complete their current terms.

Notwithstanding any other provision of the Code of Miami-Dade County, a board member shall be automatically removed if, in a given County fiscal year: the member is absent from two (2) consecutive meetings without an acceptable excuse or the member is absent from three (3) of the board's meetings without an acceptable excuse. An 'acceptable excuse' is defined as an absence for medical reasons, business reasons, personal reasons, or any other reason which the board, by a two-thirds ( 2/3 ) vote of its membership, deems appropriate. If a member is absent with an acceptable excuse from three (3) or more meetings, the board may vote to remove the member from the board.

A member shall be considered absent from a meeting if the member is not physically present for at least seventy-five (75) percent of the meeting's duration. A member shall also be considered absent from a meeting if the member refrains from voting on any matter for which voting is conducted at the meeting, unless the member is prevented from voting by a conflict of interest. The provisions of the Miami-Dade County Conflict of Interest and Code of Ethics Ordinance, as may be amended, are applicable to this board.

Members shall serve without compensation, but shall be reimbursed for necessary expenses incurred in official duties, in accordance with applicable law.

(Ord. No. 63-22, §§ 2, 3, 6-11-63; Ord. No. 67-38, § 1, 5-16-67; Ord. No. 69-44, § 1, 7-16-69; Ord. No. 73-20, § 1, 3-8-73; Ord. No. 73-71, § 1, 7-31-73; Ord. No. 77-30, § 1, 5-17-77; Ord. No. 00-115, § 1, 9-19-00; Ord. No. 02-30, § 1, 2-26-02; Ord. No. 03-86, § 1, 4-10-03; Ord. No. 14-108, § 1, 11-5-14; Ord. No. 19-48, § 14, 6-4-19)

Sec. 2-206. - Organization; quorum; voting; rules of procedure; records of meetings.

The members of the Board shall select and designate from its members a Chairperson, Vice-Chairperson, Secretary, and such other officers as may be deemed necessary, who shall serve for a two-year term at the pleasure of the Board. No member shall remain in the same office for more than four (4) consecutive years. After one (1) year of not holding the office, a member may be elected to the same office that was previously held for up to four (4) consecutive years. Officer elections shall take place each November, with newly elected officers installed the following January.

A majority of members duly appointed to the Board shall constitute a quorum, notwithstanding Chapter 2-11.39.1. No action shall be taken except by a majority vote of those present at a duly constituted meeting of the Board; provided, however, an executive committee consisting of all officers and such other persons as the Chairperson may appoint from time to time is authorized to exercise all powers, duties and functions

of the Board between Board meetings, any such action to be reported to the Board at its next meeting and the Board shall either ratify or rescind the action of the executive committee. The Board may adopt rules of procedure governing its meetings and actions on matters within its jurisdiction, not inconsistent with the provisions of this article, which rules of procedure shall be filed with the Clerk of the County Commission.

Copies of the minutes of all Board meetings shall be furnished to the Chairperson of the County Commission and the County Mayor. The Clerk of the Board of County Commissioners ("Clerk of the Board") shall maintain a current roster of the board's members and record the board's meetings and maintain minutes of the board's meetings.

The Office of Community Advocacy's duties shall include working with the Clerk of the Board to ensure the board's membership roster is current and posting minutes from the board's meetings online. In addition, the executive director of the Office of Community Advocacy shall provide a report on the board every twelve months to the Board of County Commissioners.

(Ord. No. 63-22, § 3, 6-11-63; Ord. No. 64-10, § 1, 3-24-64; Ord. No. 67-38, § 2, 5-16-67; Ord. No. 68-2, § 1, 2-6-68; Ord. No. 00-115, § 1, 9-19-00; Ord. No. 03-86, § 2, 4-10-02; Ord. No. 14-108, § 2, 11-5-14)

#### Sec. 2-207. - Supervision and Support.

The Office of the Chairperson of the County Commission shall provide appropriate support for the Community Relations Board. The Chairperson of the County Commission shall have the power to appoint, employ, remove and supervise such assistants, employees, and personnel as deemed necessary to provide appropriate support to the Community Relations Board, and such assistants, employees, and personnel, including an executive director, collectively herein referred to as the Office of Community Advocacy, shall serve at the will of the Chairperson of the County Commission.

(Ord. No. 63-22, § 4, 6-11-63; Ord. No. 00-115, § 1, 9-19-00; Ord. No. 10-45, § 2, 7-8-10; Ord. No. 14-108, § 3, 11-5-14)

#### Sec. 2-208. - Duties and functions.

The primary mission of the Community Relations Board is to intervene and contain, as quickly as possible, community tensions.

The secondary mission of the Community Relations Board is to: work proactively to identify and relieve intergroup conflicts before crisis arise; to develop bridges of understanding, communication, and mutual respect; to develop and support local or city based Community Relations Boards throughout the County; and to assure that resources are in place to respond to community crisis.

The functions of the Board shall be:

- (a) To foster mutual understanding, tolerance, and respect among all economic, social,

religious and ethnic groups in the County.

- (b) To make studies in the field of human relations. The Board is vested with the power and authority and charged with the duty and responsibility.
- (c) To attempt to act as conciliator in controversies involving community relations.
- (d) To cooperate with federal, State and City agencies in developing harmonious community relations.
- (e) To cooperate in the development of educational programs dedicated to the improvement of community relations with, and to enlist the support of, civic leaders; civic, religious, veterans, labor, industrial, commercial and eleemosynary groups; and private agencies engaged in the inculcation of ideals of tolerance, mutual respect and understanding.
- (f) To serve as a quasi-autonomous body authorized to act independently to pursue strategies for the promotion of intergroup relations and to recommend to the Mayor, the Board of County Commissioners, and the County Manager such resolutions, ordinances and other causes of action as will aid in carrying out the purposes of this article.
- (g) To submit an annual report including the Board's accomplishments and priorities to the Mayor and the Board of County Commissioners.
- (h) To accept grants and donations on behalf of the County from foundations and others for the purpose of carrying out the above listed functions, subject to approval by the County Commission.

(Ord. No. 63-22, § 5, 6-11-63; Ord. No. 00-115, § 1, 9-19-00; Ord. No. 14-108, § 4, 11-5-14)

#### Sec. 2-209. - Limitation of powers.

The powers and jurisdiction of the Board shall be purely advisory, voluntary and persuasive. The Board shall not have any power or authority to subpoena or compel the attendance of witnesses.

(Ord. No. 63-22, § 6, 6-11-63)

#### Secs. 2-210—2-214. - Reserved.