

MEMORANDUM

Agenda Item No. 14(A)(3)

TO: Honorable Chairman Jose “Pepe” Diaz
and Members, Board of County Commissioners

DATE: May 18, 2021

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Resolution establishing the Miami-Dade County Legislative Internship Program (“Program”) for placement of undergraduate or graduate students from public and private institutions of higher learning in paid and unpaid internships with the Miami-Dade Board of County Commissioners (“Board”); authorizing the Chairperson of the Board (“Chairperson”) to execute agreements and other documents to effectuate the purposes of this resolution and to exercise the provisions set forth therein; authorizing the Chairperson to receive and expend up to \$100,000.00 in funding from the South Florida Workforce Investment Board for the Program; authorizing the Chairperson to apply for, receive, and expend additional future funds to support the Program; directing the County Mayor to assist and support the Chairperson with the design, implementation, and operation of the Program; and requiring reports

Resolution No. R-519-21

This item was amended at the 5-13-21 Public Housing and Community Services Committee to add adults with physical and intellectual disabilities as eligible program participants in section 2. Section 6 was amended to provide that the Program should be countywide, to the extent practicable and that the application outreach would be through County Commission district offices, when possible, and participation should be through every County Commission district, when possible.

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Chairman Jose “Pepe” Diaz and Co-Sponsor Commissioner Raquel A. Regalado.



Geri Bonzon-Keenan
County Attorney

GBK/uw



MEMORANDUM

(Revised)

TO: Honorable Chairman Jose "Pepe" Diaz
and Members, Board of County Commissioners

DATE: May 18, 2021

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 14(A)(3)

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
- _____ Statement of social equity 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 present ____, 2/3 membership ____, 3/5's ____, unanimous ____, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) ____, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) ____, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) ____ 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. 14(A)(3)
5-18-21

RESOLUTION NO. R-519-21

RESOLUTION ESTABLISHING THE MIAMI-DADE COUNTY LEGISLATIVE INTERNSHIP PROGRAM (“PROGRAM”) FOR PLACEMENT OF UNDERGRADUATE OR GRADUATE STUDENTS FROM PUBLIC AND PRIVATE INSTITUTIONS OF HIGHER LEARNING IN PAID AND UNPAID INTERNSHIPS WITH THE MIAMI-DADE BOARD OF COUNTY COMMISSIONERS (“BOARD”); AUTHORIZING THE CHAIRPERSON OF THE BOARD (“CHAIRPERSON”) OR CHAIRPERSON’S DESIGNEE TO EXECUTE AGREEMENTS AND OTHER DOCUMENTS TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION AND TO EXERCISE THE PROVISIONS SET FORTH THEREIN; AUTHORIZING THE CHAIRPERSON OR CHAIRPERSON’S DESIGNEE TO RECEIVE AND EXPEND UP TO \$100,000.00 IN FUNDING FROM THE SOUTH FLORIDA WORKFORCE INVESTMENT BOARD FOR THE PROGRAM; AUTHORIZING THE CHAIRPERSON OR CHAIRPERSON’S DESIGNEE TO APPLY FOR, RECEIVE, AND EXPEND ADDITIONAL FUTURE FUNDS TO SUPPORT THE PROGRAM; DIRECTING THE COUNTY MAYOR OR COUNTY MAYOR’S DESIGNEE TO ASSIST AND SUPPORT THE CHAIRPERSON OR CHAIRPERSON’S DESIGNEE WITH THE DESIGN, IMPLEMENTATION, AND OPERATION OF THE PROGRAM; AND REQUIRING REPORTS

WHEREAS, the State of Florida is home to many reputable institutions of higher learning;
and

WHEREAS, these institutions enroll students interested in pursuing a variety of careers
that are related to policy and politics; and

WHEREAS, these students have skills that would be of benefit to this Board of County
Commissioners (“Board”); and

WHEREAS, this Board believes that it would be in the best interest of Miami-Dade County (“County”), its government, and residents to establish the Miami-Dade County Legislative Internship Program (“Program”), which shall be open to eligible undergraduate and graduate students in public and private institutions of higher learning; and

WHEREAS, students participating in the Program shall be provided opportunities for placements in paid or unpaid internships with or for Board members or employees; and

WHEREAS, this Board has a longstanding history of creating internship opportunities for students of all ages; and

WHEREAS, specifically, the Board approved:

1. Resolution No. R- 748-97 authorizing funding for the Metro-Miami Action Plan 1997 Summer Internship Program;
2. Resolution No. 743-08 authorizing affiliation agreements between the Department of Human Services, the predecessor department to the Community Action and Human Services Department, and local and national institutions of higher learning for a student internship program;
3. Resolution Nos. R-199-12, R-200-12, R-359-16, and R-718-19 authorizing internship placements with the Miami-Dade Aviation Department at Miami International Airport or any of the County’s general aviation airports;
4. Resolution No. R-235-15 authorizing the Miami-Dade County Youth Summer Job Program, which was open to youth between the ages of 16 and 18;
5. Resolution No. R-1048-16 establishing an unpaid internship program for placement of students within the Animal Services Department; and

6. Resolution Nos. R-330-16, R-301-17, R-457-18, R-692-19, and R-580-20 authorizing the Summer Youth Internship Program, which is open to certain Miami-Dade County Public School Students; and

WHEREAS, additionally, the County offers the:

1. College Internship Program that provides college students with opportunities to work on special projects or assignments in their chosen discipline within County offices;
2. Miami-Dade County Executive Leadership Program that provides upper-class college and graduate students with opportunities to meet the County's senior management staff and gain personal experiences with and observations of County government operations;
3. Miami-Dade County High School Internship Program, which is open to high school juniors and seniors and provides them with opportunities to explore different career opportunities, while receiving professional guidance and mentorship; and
4. Urban Fellows Program, which provides graduate students with the opportunity to work on special projects geared for the betterment of the County and development of future civic leaders; and

WHEREAS, the South Florida Workforce Investment Board d/b/a CareerSource South Florida ("SFWIB") is one of 24 Local Workforce Development Boards in the state designated by the Governor to oversee Workforce Innovation and Opportunity Act services and workforce programs in Miami-Dade and Monroe Counties; and

WHEREAS, the SFWIB is a governmental agency and instrumentality of both Miami-Dade and Monroe Counties that was created by interlocal agreement and authorized by the governing boards of both counties; and

WHEREAS, the SFWIB serves businesses, jobseekers, adults, youth, dislocated workers, refugees, and individuals transitioning from welfare to work; and

WHEREAS, among other things, the SFWIB provides employer services, which include employee recruiting and screening, as well as job assistance for all career levels and information on training opportunities; and

WHEREAS, the SFWIB approved an award of up to \$100,000.00 to support the Program's paid internships; and

WHEREAS, additionally, the SFWIB will assist the Chairperson of the Board or Chairperson's designee in developing the Program's eligibility criteria; and

WHEREAS, among other significant benefits, internships:

1. provide interns with hands on experience working in fields of interest;
2. allow students to prepare and develop skills to better position themselves for future career opportunities; and
3. expose interns to professionals in careers of interest and potential mentors and professional contacts; and

WHEREAS, an internship with the County's policymakers will provide opportunities for students to see government in action, expand their knowledge of governmental operations and practices, and gain hands-on training working with and for members of this Board; and

WHEREAS, the Program could also help shape and develop future local, state, or federal legislators; and

WHEREAS, this Board recognizes that internships are mutually beneficial to interns and internship providers and is establishing the Program to expose students to the legislative and policymaking aspects of Miami-Dade County,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board:

Section 1. Approves and incorporates the foregoing recitals in this resolution.

Section 2. Establishes the Miami-Dade County Legislative Internship Program (“Program”) for placement of undergraduate and graduate students from public and private institutions of higher learning (“students”) in paid and unpaid internships with the Miami-Dade Board of County Commissioners (“Board”) >>, to include adults with physical or intellectual disabilities<<¹. The purpose of the Program is to provide students with educational and internship opportunities to observe and learn about the legislative process and, in some instances, direct experiences with the County’s policymakers.

Section 3. Authorizes the Chairperson of the Board (“Chairperson”) or Chairperson’s designee to execute agreements with students, institutions of higher learning, South Florida Workforce Investment Board d/b/a CareerSource South Florida (“SFWIB”), and other organizations, and other documents to effectuate the purposes of this resolution and to exercise the provisions set forth therein, after review by the Miami-Dade County Attorney’s Office for form and legal sufficiency.

Section 4. Authorizes the Chairperson or Chairperson’s designee to receive and expend up to \$100,000.00 in funding from the SFWIB for the Program.

Section 5. Authorizes the Chairperson or Chairperson’s designee to apply for, receive, and expend additional future funds to support the Program and to execute other agreements and

¹ Committee amendments are indicated as follows: Words stricken through and/or [[double bracketed]] are deleted, words underscored and/or >>double arrowed<< are added.

documents necessary for receipt and expenditure of such funds, subject to subsequent approvals by this Board if such agreements propose to commit additional funding from Miami-Dade County. This Board further authorizes the Chairperson or Chairperson's designee to exercise provisions set forth in such agreements and documents, following approval for legal form and sufficiency by the Miami-Dade County Attorney's Office.

Section 6. Directing the County Mayor or County Mayor's designee to assist and support the Chairperson or Chairperson's designee with the design, implementation, and operation of the Program. >>To the extent practicable, students countywide should participate in the Program.<< Such support and assistance shall include, but not be limited to, establishing criteria to administer and evaluate the Program, drafting all necessary agreements for the Program, following approval for legal form and sufficiency by the Miami-Dade County Attorney's Office, and processing payroll for paid internships. >>Application outreach shall be through County Commission district offices, when possible, and participation should be through every County Commission district, when possible.<<

Section 7. Requiring the Chairperson or Chairperson's designee to provide an initial written report that provides information pertaining to the Program. At a minimum, the report must provide the:

1. number of students who applied to and participated in the program;
2. institutions of higher learning attended by the students;
3. students' degree of study and year in school;
4. students' placements; and
5. length of each student's internship.

The initial report shall be completed no later than 30 days from the end of the first cohort of interns, and subsequent reports shall be completed no later than 120 days after the end of each subsequent cohort of interns. All reports shall be placed on an agenda of this Board pursuant to Ordinance No. 14-65.

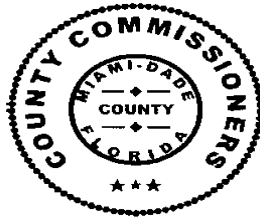
The Prime Sponsor of the foregoing resolution is Chairman Jose "Pepe" Diaz and the Co-Sponsor is Commissioner Raquel A. Regalado. It was offered by

Commissioner **Sally A. Heyman**, who moved its adoption. The motion was seconded by

Commissioner **Rebeca Sosa** and upon being put to a vote, the vote was as follows:

	Jose "Pepe" Diaz, Chairman	aye	
	Oliver G. Gilbert, III, Vice-Chairman	aye	
Sen. René García	aye	Keon Hardemon	aye
Sally A. Heyman	aye	Danielle Cohen Higgins	aye
Eileen Higgins	aye	Joe A. Martinez	aye
Kionne L. McGhee	aye	Jean Monestime	aye
Raquel A. Regalado	aye	Rebeca Sosa	aye
Sen. Javier D. Souto	aye		

The Chairperson thereupon declared this resolution duly passed and adopted this 18th day of May, 2021. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.



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

HARVEY RUVIN, CLERK

By: **Melissa Adames**
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

A handwritten signature in black ink, appearing to be "SG" followed by a horizontal line.

Shanika A. Graves