

MEMORANDUM

Amended
Agenda Item No. 5(A)

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

DATE: (Public Hearing 9-1-22)
July 19, 2022

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Ordinance relating to the Miami-Dade County Goodwill Ambassadors Program ("Program"); amending sections 2-1 and 2-2105 of the Code; amending the Rules of Procedure of the County Commission regarding the duties of the Chairperson; creating section 2.2105.1 relating to the Program; codifying the Program in chapter 2, article CXL of the Code; authorizing the Executive Director of the Military Affairs Board to provide staff support for the Program; providing for membership in the Program, administrative leave for employees serving in the Program, and staff support for the Program; establishing a critical response team within the Program; directing the County Mayor to deploy said critical response team under certain circumstances and to develop and use standard agreements for the Program; requiring the County Mayor to present said agreement to the full board without committee review; making technical revisions

Ordinance No. 22-91

The accompanying ordinance was prepared and placed on the agenda at the request of Prime Sponsor Chairman Jose "Pepe" Diaz.



Geri Bonzon-Keenan
County Attorney

GBK/gh

Memorandum



Date: September 1, 2022

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

From: Daniella Levine Cava
Mayor

A handwritten signature in blue ink that reads "Daniella Levine Cava".

Subject: Fiscal Impact Statement for the Ordinance Amending the Goodwill Ambassadors Program
221622

The proposed ordinance changes the structure of the Goodwill Ambassadors program and provides additional administrative leave for employees participating in the program. It is anticipated that the administrative changes in the program will not have a fiscal impact to the County. There is no additional cost associated with providing additional administrative leave to employees. The County budgets 2,080 hours of leave per employee each year. This accounts for any administrative, annual, or sick leave hours taken during the year. However, providing administrative leave hours may result in employees carrying over additional annual leave hours that would have otherwise been used if not for the administrative leave. If these hours are not used, they could be potentially paid out at the end of the employee's respective employment at a higher rate. Thus, it is difficult to determine when and if employees use annual leave, therefore a fiscal impact cannot be provided.

A handwritten signature in blue ink that reads "Morris Copeland".

Morris Copeland
Chief Community Services Officer

Memorandum



Date: September 1, 2022

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

From: Daniella Levine Cava
Mayor

A handwritten signature in blue ink, reading "Daniella Levine Cava".

Subject: Social Equity Statement – Ordinance related to the Miami-Dade County Goodwill Ambassadors Program 221622

The proposed Ordinance amends the Board of County Commissioners' Rules of Procedure, Sections 2-1 and 2-2105 of the Code, regarding the Goodwill Ambassadors Program. The code currently provides that the Chairperson of the County Commission is responsible for administering the program. The proposed item provides for the delegation of certain responsibilities to the Executive Director of the Miami-Dade County Military Affairs Board (MDMAB), it proposes enhancements such as the establishment of a Critical Response Team (CRT) and a policy to increase administrative leave granted to Goodwill Ambassadors. At a minimum, Goodwill Ambassadors shall be granted one hour of administrative leave for every hour worked. However, if Goodwill Ambassadors are deployed to an event where a law enforcement agency has activated an alpha bravo shift, which is a 12-hour mandatory shift in response to said event, said Goodwill Ambassadors shall be granted a minimum of one and a half hours of administrative leave for every hour worked.

The Goodwill Ambassador Program has successfully served large and small events throughout Miami-Dade County. County employees who serve in the program are trained in customer service, mediation, conflict resolution, crisis management, and to promote peace, provide support, and crowd control management at major special events, parades, demonstrations, elections, protest rallies, and other events with large crowds. No other social benefits can be determined at this time.

A handwritten signature in blue ink, reading "Morris Copeland".

Morris Copeland
Chief Community Services Officer



MEMORANDUM

(Revised)

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

DATE: September 1, 2022

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Amended
Agenda Item No. 5(A)

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 _____	Amended Agenda Item No. 5(A)
Veto _____		9-1-22
Override _____		

ORDINANCE NO. **O-22-91**

ORDINANCE RELATING TO THE MIAMI-DADE COUNTY GOODWILL AMBASSADORS PROGRAM (“PROGRAM”); AMENDING SECTIONS 2-1 AND 2-2105 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA; AMENDING THE RULES OF PROCEDURE OF THE COUNTY COMMISSION REGARDING THE DUTIES OF THE CHAIRPERSON; CREATING SECTION 2.2105.1 RELATING TO THE PROGRAM; CODIFYING THE PROGRAM IN CHAPTER 2, ARTICLE CXL OF THE CODE; AUTHORIZING THE EXECUTIVE DIRECTOR OF THE MILITARY AFFAIRS BOARD TO PROVIDE STAFF SUPPORT FOR THE PROGRAM; PROVIDING FOR MEMBERSHIP IN THE PROGRAM, ADMINISTRATIVE LEAVE FOR EMPLOYEES SERVING IN THE PROGRAM, AND STAFF SUPPORT FOR THE PROGRAM; ESTABLISHING A CRITICAL RESPONSE TEAM WITHIN THE PROGRAM; DIRECTING THE COUNTY MAYOR OR COUNTY MAYOR’S DESIGNEE TO DEPLOY SAID CRITICAL RESPONSE TEAM UNDER CERTAIN CIRCUMSTANCES AND TO DEVELOP AND USE STANDARD AGREEMENTS FOR THE PROGRAM; REQUIRING THE COUNTY MAYOR OR COUNTY MAYOR’S DESIGNEE TO PRESENT SAID AGREEMENT TO THE FULL BOARD WITHOUT COMMITTEE REVIEW; MAKING TECHNICAL REVISIONS; AND PROVIDING SEVERABILITY, INCLUSION IN AND EXCLUSION FROM THE CODE, AND AN EFFECTIVE DATE

WHEREAS, section 2-1 of the Code of Miami-Dade County, Florida (“Code”) provides “[t]he chairperson shall have responsibility for administering the Miami-Dade County Goodwill Ambassadors Program [(“Program”)] under the Office of Community Advocacy with administrative support from the Mayor or Mayor’s designee”; and

WHEREAS, the Program is comprised of employees from almost every department in Miami-Dade County government (“Goodwill Ambassadors”); and

WHEREAS, since the inception of the Program, over 400 employees have been trained and currently there are approximately 300 Goodwill Ambassadors; and

WHEREAS, these Goodwill Ambassadors have been trained in customer service, mediation, conflict resolution, crisis management, and to promote peace, provide support, and crowd control management at major special events, parades, demonstrations, elections, protest rallies, and other events with large crowds; and

WHEREAS, the Program has served large and small events throughout Miami-Dade County, including, but not limited to, Carnaval Miami, Calle Ocho Music Festival, Free Trade of Americas Summit, the Martin Luther King, Jr. Parade and Celebration, Occupy Miami, Urban Beach/Memorial Day Weekend on Miami Beach, Vietnam Veterans' Traveling Wall, Coronavirus Disease 2019 ("COVID-19") Response Teams, and Wynwood Artwalk; and

WHEREAS, the Program has also been utilized by different branches of Miami-Dade County government, including, but not limited to, the Elections Department, County Commissioners' Offices, and the County Mayor for special project initiatives such as the Zika and COVID-19 outreach campaigns; and

WHEREAS, because of its sterling reputation, which extends far beyond Miami-Dade County's jurisdictional limits, the County has received requests to deploy the Goodwill Ambassadors for events throughout the tri-County area; and

WHEREAS, since the Program was established, requests for services have increased significantly; and

WHEREAS, in addition, the nature of said requests and deployments has also evolved; and

WHEREAS, in recent years, Goodwill Ambassadors have been deployed after the declaration of a state of emergency such as the COVID-19 pandemic, events that have a pronounced law enforcement presence such as Memorial Day Weekend, and events that have specific logistical demands and require more structure during the deployment such as Super Bowl LIV; and

WHEREAS, Rule 2.01 of this Board's Rules of Procedure, as codified in section 2-1 of the Code, provides that the Chairperson of the County Commission is responsible for administering the Program; and

WHEREAS, under such authority, the Chairperson of the County Commission is empowered to assess the needs and make suggestions to this Board concerning certain operational elements of the Program; and

WHEREAS, codifying the responsibilities of the Program in section 2, article CXL of the Code for operational purposes and authorizing the Chairperson of the County Commission to delegate certain responsibilities to the Executive Director of the Miami-Dade County Military Affairs Board ("MDMAB") will complement the Program, maximize operational efficiencies, and assist Goodwill Ambassadors during deployments; and

WHEREAS, in addition, the Program can be further enhanced to better serve the County and community by establishing a Critical Response Team ("CRT") that could be assigned to work with and provide additional support to the Office of Emergency Management; and

WHEREAS, the CRT could be activated during a crisis, including, but not limited to a hurricane, manmade or natural disaster, or any event of mass casualty or destruction; and

WHEREAS, moreover, specialized knowledge and information the Executive Director of the MDMAB may possess due to his or her position or background could help improve the Program and be vital to effective deployments of the CRT; and

WHEREAS, the myriad events that the Program serves and the growing demand for same has not impacted the quality of the top-notch, nationally-recognized, and well-respected Program; and

WHEREAS, the Program's success is largely due to the County employees who serve in the Program as Goodwill Ambassadors; and

WHEREAS, said Goodwill Ambassadors are well-trained and possess sundry skills that help ensure deployments are conducted methodically, safely, and as planned; and

WHEREAS, despite their excellent work and valuable service representing Miami-Dade County and serving the community, the amount of administrative leave granted to Goodwill Ambassadors for such benefit is not commensurate with same and should be increased; and

WHEREAS, specifically, Goodwill Ambassadors are granted one hour of administrative leave for every two hours they are deployed; and

WHEREAS, the City of Miami Beach's Goodwill Ambassador Teams is similar to the Program; and

WHEREAS, however, the City of Miami Beach grants employees serving in its program one and a half hours of administrative leave for every hour worked; and

WHEREAS, the County should also increase the amount of administrative leave granted to Goodwill Ambassadors for their service; and

WHEREAS, increasing the amount of administrative leave granted to Goodwill Ambassadors would further incentivize employees to join and continue serving in the Program; and

WHEREAS, Goodwill Ambassadors represent Miami-Dade County at every deployment, and through their exceptional customer service deliver excellence at every event; and

WHEREAS, this Board supports the Program and wishes to enhance it to better serve the community and recognize the Goodwill Ambassadors who serve therein,

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA:

Section 1. Section 2-1 of the Code of Miami-Dade County, Florida, is hereby amended to read as follows:¹

Sec. 2-1. Rules of Procedure of County Commission.

* * *

PART 2. OFFICERS

* * *

Rule 2.01 CHAIRPERSON AND VICE-CHAIRPERSON.

(a) *Chairperson.*

* * *

(2) *Duties of chairperson.* The chairperson shall:

[[~~(a)~~]] >>A.<< preside at all meetings of the commission and preserve strict order and decorum;

¹ Words stricken through and/or [[double bracketed]] shall be deleted. Words underscored and/or >>double arrowed<< constitute the amendment proposed. Remaining provisions are now in effect and remain unchanged.

[[~~(b)~~]] >>B.<< state every question coming before the commission and announce the decision of the commission on all matters coming before it;

[[~~(c)~~]] >>C.<< appoint the chairpersons, vice-chairpersons and members of all commission committees, including standing committees, ad hoc committees and subcommittees;

[[~~(d)~~]] >>D.<< convene committees of the whole;

[[~~(e)~~]] >>E.<< designate and supervise all persons who shall serve as employees of the entire county commission, in accordance with the County Code and as set forth in the pool budget;

[[~~(f)~~]] >>F.<< have responsibility for the administration of the pool budget of the board of county commissioners;

[[~~(g)~~]] >>G.<< issue subpoenas, subpoenas duces tecum, and other necessary process to compel the attendance of witnesses and the production of any books, letters, or other documentary evidence required by a committee, upon the request of the chairperson of any commission committee;

[[~~(h)~~]] >>H.<< schedule the meetings of all commission committees, in consultation with the committee chairperson and vice-chairperson, to provide each with an opportunity to meet without conflicting with the meetings of other committees;

[[~~(i)~~]] >>I.<< designate the arrangement and configuration of the county commission dais;

[[~~(j)~~]] >>J.<< have responsibility for administering the Miami-Dade County Goodwill Ambassadors Program ~~[[under the Office of Community Advocacy]]~~ with administrative support from the Mayor or the Mayor's designee >>as provided in sections 2-2105 and 2-2105.1 of the Code of Miami-Dade County<<; and

[[~~(k)~~]] >>K.<< serve as an ex officio voting member of all commission committees but shall not count as a member of a committee for purposes of determining the existence of a quorum.

* * *

Section 2. Article CXL of the Code of Miami-Dade County, Florida, is hereby amended as follows:

**ARTICLE CXL. MILITARY AFFAIRS BOARD >>AND
GOODWILL AMBASSADORS<<**

* * *

Sec. 2-2105. Staff Support and Counsel.

>>(a)<< The Chairperson of the County Commission may hire an individual to serve as the Military Affairs Board's Executive Director. The Executive Director shall be selected in accordance with the following process. The selection process shall be open and competitive and shall include, at a minimum, the following:

[[~~1.~~]] >>(1)<< Establishment of an Ad Hoc Executive Director Screening Committee ("Screening Committee") responsible for the screening and preliminary interviewing of candidates. The Screening Committee shall be comprised of five members of the County Commission appointed by the Chairperson of the County Commission.

[[~~2.~~]] >>(2)<<The County Human Resources Department, or its successor department, shall advertise the availability of the position of the Executive Director and shall provide the Screening Committee with a list of qualified candidates.

[[~~3.~~]] >>(3)<< The Screening Committee shall screen, interview and evaluate applicants for the position of Executive Director and propose a slate of the top three candidates for the Chairperson of the County Commission's consideration. The Screening Committee shall be staffed by the Human Resources Department, or successor department.

[[~~4.~~]] >>(4)<<The Chairperson of the County Commission shall interview and select the Executive Director from the slate presented by the Screening Committee, subject to ratification by a majority vote

of the County Commission members present at the next regularly scheduled County Commission meeting after the selection.

- >>(b)<< The Executive Director shall provide the Military Affairs Board with adequate support services to enable the Military Affairs Board to perform its powers and duties>>, and shall additionally provide such support to the Miami-Dade County Goodwill Ambassadors Program ("Program") as determined by the Chairperson of the County Commission<<.
- >>(c)<< The Executive Director may be removed with or without cause by a vote of two-thirds of the full membership of the Board then in office. However, the ~~[[Chair]]~~ >>Chairperson of the County Commission<< shall have the authority, on behalf of the Board, to counsel the director and, if applicable, impose appropriate disciplinary action up to and including dismissal after consultation with the County's Human Resources Department and the County Attorney's Office.
- >>(d)<< The Office of the Chairperson of the County Commission shall provide the Military Affairs Board with any additional staff necessary for the Military Affairs Board to perform its powers and duties, as determined by the Chairperson of the County Commission. The Military Affairs Board shall utilize the County Attorney's Office for legal services. The Clerk of the Board of County Commissioners shall take and keep the minutes of the Military Affairs Board.
- >>(e)<< The Military Affairs Board shall report to the County Commission. Notwithstanding that the Military Affairs Board shall report to the County Commission, the Chairperson of the County Commission shall be responsible, on behalf of the County Commission, for having fiscal review and managerial and operational oversight of the Military Affairs Board, including, but not limited to, the authority to establish workplace policies for the Military Affairs Board, conduct performance evaluations of the Executive Director, and monitor the administration of the affairs of the Military Affairs Board. The Executive Director shall respond to inquiries by the Chairperson of the County Commission as to the status and progress of tasks undertaken by the Military Affairs Board as well as all directives and mandates requested by the County Commission.

**>>Sec. 2-2105.1. Miami-Dade County Goodwill
Ambassadors Program.**

(a) Goodwill Ambassadors are employees of Miami-Dade County, Florida, who have been authorized to participate in the Miami-Dade County Goodwill Ambassadors Program (“Program”) by their respective department directors or the department directors’ designees, and shall have the following responsibilities:

(1) Provide support and crowd control at major special events, including, but not limited to, parades, demonstrations, protest rallies, and elections;

(2) Work in concert with local law enforcement by managing crowd control, promoting goodwill, and deescalating tensions, to the extent tensions exist, between law enforcement and members of the community during authorized deployments; and

(3) Support County boards and departments, including the Office of Emergency Management, upon request.

(b) Staff Support.

(1) The Chairperson of the County Commission or, when designated, the Executive Director of the Military Affairs Board shall:

(A) provide appropriate support to staff assigned to the Program;

(B) implement procedures requiring all Goodwill Ambassadors to receive appropriate training;

(C) endeavor to consistently maintain a pool of highly-trained Goodwill Ambassadors to serve in the Program;

- (D) jointly approve request forms to utilize Goodwill Ambassadors with the County Mayor or County Mayor's designee;
 - (E) authorize employees of offices under the Board of County Commissioners who have been designated as Goodwill Ambassadors to be deployed, if applicable;
 - (F) coordinate deployments of Goodwill Ambassadors with entities requesting to utilize the Program; and
 - (G) generally administer the business of the Program, subject to budgetary limitations.
- (2) The County Mayor or County Mayor's designee shall provide the following administrative support to the Program:
- (A) jointly approve request forms for Goodwill Ambassadors under the purview of the Mayor with the Chairperson of the County Commission;
 - (B) implement measures to identify Goodwill Ambassadors for deployments and authorize Goodwill Ambassadors under the Mayor's purview to be deployed;
 - (C) execute agreements with entities that have requested to utilize Goodwill Ambassadors; and
 - (D) maintain and keep the Program's records, including executed request forms and agreements for deployments of Goodwill Ambassadors and a current roster of Goodwill Ambassadors.<<

Section 3. This Board establishes as County policy that the County shall maintain a Critical Response Team (“CRT”) within the Program. Members of the CRT shall receive additional training from the Miami-Dade Police Department or any successor agency, or any other law enforcement agency established or approved by the Board (“MDPD”). The additional training provided to CRT members shall be in areas deemed necessary by the MDPD or Miami-Dade Fire Rescue, including its Office of Emergency Management (“OEM”). The CRT may be deployed by the County Mayor or County Mayor’s designee to assist the OEM under certain circumstances, including, but not limited to a hurricane, manmade or natural disaster, or any event of mass casualty or destruction. If the CRT is deployed and the County Mayor or County Mayor’s designee determines that such assistance may be beneficial, the Chairperson of the County Commission may deploy members of the CRT under his or her purview. This Board directs the County Mayor or County Mayor’s designee to implement a protocol to maximize the effective deployment of the CRT with the OEM as may be appropriate.

Section 4. This Board establishes as County policy that the administrative leave granted to Goodwill Ambassadors shall be increased as provided herein. At a minimum, Goodwill Ambassadors shall be granted one hour of administrative leave for every hour worked. However, if Goodwill Ambassadors are deployed to an event where a law enforcement agency has activated an alpha bravo shift, which is a 12-hour mandatory shift in response to said event, said Goodwill Ambassadors shall be granted a minimum of one and a half hours of administrative leave for every hour worked. This Board directs the County Mayor or County Mayor’s designee and the Chairperson of the County Commission to, respectively, take all necessary action to effectuate the policy described in section 4 for Goodwill Ambassadors under their purview.

Section 5. This Board directs the County Mayor or County Mayor's designee to develop and use a standard agreement, following approval for form and legal sufficiency by the County Attorney's Office, to be used for deployments of Goodwill Ambassadors. At a minimum, such agreement shall set forth the duties and responsibilities for each respective deployment.

Section 6. This Board directs the County Mayor or County Mayor's designee to present the agreement described in section 5 directly to the full Board for consideration and approval without committee review within 30 days of the effective date of this ordinance.

Section 7. If any section, subsection, sentence, clause or provision of this ordinance is held invalid, the remainder of this ordinance shall not be affected by such invalidity.

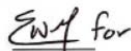
Section 8. It is the intention of the Board of County Commissioners, and it is hereby ordained that sections 1 and 2 of this ordinance shall become and be made a part of the Code of Miami-Dade County, Florida. The sections of this ordinance may be renumbered or relettered to accomplish such intention, and the word "ordinance" may be changed to "section," "article," or other appropriate word.

Section 9. This ordinance shall become effective ten (10) days after the date of enactment unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

PASSED AND ADOPTED:

September 1, 2022

Approved by County Attorney as
to form and legal sufficiency:

 for

Prepared by:



Shanika A. Graves

Prime Sponsor: Chairman Jose "Pepe" Diaz