

**OFFICIAL FILE COPY
CLERK OF THE BOARD
OF COUNTY COMMISSIONERS
MIAMI-DADE COUNTY, FLORIDA**

MEMORANDUM

Agenda Item No. 7(C)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: (Second Reading: 5-2-23)

March 7, 2023

FROM: Geri Bonzon-Keenan
County Attorney

SUBJECT: Ordinance relating to the Military Affairs Board and Office of Community Advocacy; amending sections 2-1, 2-2427, and 2-2105 of the Code; amending the Rules of Procedure of the County Commission regarding the duties of the Chairperson; transferring the Military Affairs Board from the Office of the Chairperson to the Office of Community Advocacy; transferring responsibility for administering the Goodwill Ambassadors Program from the Executive Director of the Military Affairs Board to the Office of Community Advocacy; deleting section 2-2105.1 of the Code; amending the Fiscal Year 2022-23 Adopted Budget to transfer funding and positions for the Military Affairs Board to the Office of Community Advocacy and to amend the table of organization in accordance therewith; making technical revisions

Ordinance No. 23-29

The accompanying ordinance was prepared and placed on the agenda at the request of Prime Sponsor Chairman Oliver G. Gilbert, III.


Geri Bonzon-Keenan
County Attorney

GBK/gh

MDC001

Memorandum



Date: May 2, 2023

To: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor

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

Subject: Fiscal Impact Statement for Ordinance Relating to Military Affairs Board to Office of
Community Advocacy

The implementation of this Ordinance will not have a fiscal impact to Miami-Dade County.

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

Morris Copeland
Chief Community Services Officer

Memorandum



Date: May 2, 2023

To: Honorable Chairman Oliver G. Gilbert, III,
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor

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

Subject: Social Equity Statement – Ordinance related to the Military Affairs Board and Office of
Community Advocacy 230297

The proposed Ordinance amends the Board of County Commissioners' Rules of Procedure, Sections 2-1, 2-2427 and 2-2105 of the Code, regarding the duties of the Chairperson, transferring the Military Affairs Board from the Office of the Chairperson to the Office of the Community Advocacy, transferring responsibility for administering the Goodwill Ambassadors Program from the Executive Director of the Military Affairs Board to the Office of Community Advocacy, deleting section 2-2105.1 of the Code and amending the Fiscal Year 2022-23 Adopted Budget to transfer funding and positions for the Military Affairs Board to the Office of Community Advocacy. The proposed item provides for the delegation of certain responsibilities to the Executive Director of the Miami Dade County Military Affairs Board (MDMAB) and the Office of the Community Advocacy. It proposes enhancements to the Goodwill Ambassador Program such as providing support to County Boards and Departments.

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 that reads "Morris Copeland".

Morris Copeland
Chief Community Services Officer



MEMORANDUM

(Revised)

TO: Honorable Chairman Oliver G. Gilbert, III
and Members, Board of County Commissioners

DATE: May 2, 2023

FROM: 
Gen Bonzon-Keenan
County Attorney

SUBJECT: Agenda Item No. 7(C)

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. 7(C)
5-2-23

ORDINANCE NO. _____ 23-29

ORDINANCE RELATING TO THE MILITARY AFFAIRS BOARD AND OFFICE OF COMMUNITY ADVOCACY; AMENDING SECTIONS 2-1, 2-2427, AND 2-2105 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA (“CODE”); AMENDING THE RULES OF PROCEDURE OF THE COUNTY COMMISSION REGARDING THE DUTIES OF THE CHAIRPERSON; TRANSFERRING THE MILITARY AFFAIRS BOARD FROM THE OFFICE OF THE CHAIRPERSON TO THE OFFICE OF COMMUNITY ADVOCACY; TRANSFERRING RESPONSIBILITY FOR ADMINISTERING THE GOODWILL AMBASSADORS PROGRAM FROM THE EXECUTIVE DIRECTOR OF THE MILITARY AFFAIRS BOARD TO THE OFFICE OF COMMUNITY ADVOCACY; DELETING SECTION 2-2105.1 OF THE CODE; AMENDING THE FISCAL YEAR 2022-23 ADOPTED BUDGET TO TRANSFER FUNDING AND POSITIONS FOR THE MILITARY AFFAIRS BOARD TO THE OFFICE OF COMMUNITY ADVOCACY AND TO AMEND THE TABLE OF ORGANIZATION IN ACCORDANCE THEREWITH; MAKING TECHNICAL REVISIONS; PROVIDING SEVERABILITY, INCLUSION IN AND EXCLUSION FROM THE CODE, AND AN EFFECTIVE DATE

WHEREAS, with the purpose of advising the Board on important matters of public policy, this Board has established a number of advisory boards, such as the Miami-Dade County Community Relations Board; Miami-Dade County Interfaith Advisory Board; Miami-Dade County Commission for Women; Miami-Dade County Hispanic Affairs Advisory Board; Miami-Dade County Black Affairs Advisory Board; Miami-Dade County Domestic Violence Board; Miami-Dade County Asian-American Advisory Board; Miami-Dade County Elder Affairs Advisory Board; Miami-Dade County Lesbian, Gay, Bisexual, Transgender, Queer Advisory Board; Dr. Antonio Jorge Social and Economic Development Council for Miami-Dade County; and South Dade Black History Center Advisory Board; and

WHEREAS, on May 15, 2012, this Board adopted Ordinance No. 12-37 creating another such advisory board—the Miami-Dade County Military Affairs Board—for the purpose, among others, of “[p]rovid[ing] the Board of County Commissioners with recommendations regarding military affairs in Miami-Dade County involving the Marine Corps, Army, Navy, Air Force, National Guard . . . and active, reserve, retired, disabled and deceased military personnel in Miami-Dade County”; and

WHEREAS, during its existence, the Military Affairs Board has had various presences within the County’s organizational chart, including within the Office of Community Advocacy, the Community Action and Human Services Department, and (currently) as a standalone office that falls under the purview of the Office of the Chairperson; and

WHEREAS, this Board desires to align the organizational presence of the Military Affairs Board with that of the other aforementioned advisory boards, which entails moving the Military Affairs Board to the day-to-day purview of the Office of Community Advocacy; and

WHEREAS, in addition to this organizational realignment, this Board desires to refocus the mission of the Military Affairs Board, and its staff, on the purposes originally set forth in the ordinance creating the Military Affairs Board—advising this Board regarding matters relating to the United States Armed Forces and its past and present service personnel; and

WHEREAS, the Miami-Dade County Goodwill Ambassadors Program consists of County employees who have been trained in customer service, mediation, conflict resolution, crisis management, and to promote peace, provide support, and assist law enforcement with crowd control at major special events, parades, demonstrations, elections, protest rallies, and other events with large crowds; and

WHEREAS, on September 1, 2022, this Board adopted Ordinance No. 22-91, which, among other things, moved the Miami-Dade County Goodwill Ambassadors Program from within the Office of Community Advocacy to the Office of the Chairperson of Board of County Commissioners and authorized the Executive Director of the Military Affairs Board to administer the program upon the Chairperson's designation; and

WHEREAS, to allow the Military Affairs Board to focus on its core mission relating to the United States Armed Forces, this Board desires to transfer responsibility for administering the Miami-Dade County Goodwill Ambassadors Program from the Executive Director of the Military Affairs Board to the Office of Community Advocacy; and

WHEREAS, in this Board's view, the broad swath of organizations under the umbrella of the Office of Community Advocacy, as marshaled by the Executive Director of the Office of Community Affairs, will be well-suited to responding to the variety of circumstances for which the Miami-Dade County Goodwill Ambassadors Program may be activated,

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.

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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.

PART 2. OFFICERS

Rule 2.01 CHAIRPERSON AND VICE-CHAIRPERSON

(a) *Chairperson.*

* * *

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

* * *

J. Have responsibility for administering the Miami-Dade County Goodwill Ambassadors Program >>under the Office of Community Advocacy<< with administrative support from the >>County<< Mayor or the >>County<< Mayor's designee as provided in ~~[[sections 2-2105 and 2-2105.1]]~~ >>section 2-2427<< of the Code of Miami-Dade County; and

* * *

Section 2. Section 2-2427 of the Code of Miami-Dade County, Florida, is hereby amended to read as follows:

ARTICLE CLXVI. - OFFICE OF COMMUNITY ADVOCACY

Sec. 2-2427. Creation and Functions.

The Office of Community Advocacy is hereby established.

>>(a)<< The Office of Community Advocacy shall provide administrative support to those advisory boards established by the County Commission as set forth in this section and perform any other functions established by the County Commission. The following advisory boards shall receive administrative support from the Office of Community Advocacy:

[[~~(a)~~]] >>(1) Miami-Dade County<< Community Relations Board;

[[~~(b)~~]] >>(2)<< Miami-Dade County Interfaith Advisory Board;

- [[~~(e)~~]] >>(3) Miami-Dade County<< Commission for Women;
- [[~~(d)~~]] >>(4)<< Miami-Dade County Hispanic Affairs Advisory Board;
- [[~~(e)~~]] >>(5)<< Miami-Dade County Black Affairs Advisory Board;
- [[~~(f)~~]] >>(6)<< Miami-Dade County Domestic Violence Oversight Board;
- [[~~(g)~~]] >>(7)<< Miami-Dade County Asian-American Advisory Board;
- [[~~(h)~~]] >>(8) Miami-Dade County<< Elder Affairs Advisory Board;
- [[~~(i)~~]] >>(9)<< Miami-Dade County Lesbian, Gay, Bisexual, Transgender, Queer (“LGBTQ”) Advisory Board;
- [[~~(j)~~]] >>(10)<< The Dr. Antonio Jorge Social and Economic Development Council for Miami-Dade County; [[~~and~~]]
- [[~~(k)~~]] >>(11)<< South Dade Black History Center Advisory Board[[.]]>>; and<<
- >>(12) Miami-Dade County Military Affairs Board.<<

>>(b) The Office of Community Advocacy shall provide support to the Miami-Dade County Goodwill Ambassadors Program (“Program”) as follows:

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

- (i) Provide support and crowd control at major special events, including, but not limited to, parades, demonstrations, protest rallies, and elections;
- (ii) 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
- (iii) Support County boards and departments, including the Office of Emergency Management, upon request.

(2) Staff Support.

- (i) The Chairperson of the County Commission or, when designated, the Executive Director of the Office of Community Advocacy 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.
- (ii) 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 County Mayor with the Chairperson of the County Commission;
 - (B) Implement measures to identify Goodwill Ambassadors for deployments and authorize Goodwill Ambassadors under the County 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. Section 2-2105 of the Code of Miami-Dade County, Florida, is hereby amended to read as follows:

ARTICLE CXL. – MILITARY AFFAIRS BOARD [~~AND GOODWILL AMBASSADORS~~]

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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) 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) 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) 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) 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 >>of the Military Affairs Board<< 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 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]]~~ >>Executive Director and the Office of Community Advocacy, or its successor office,<< 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]]~~ >>Executive Director of the Office of Community Advocacy<<. 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.]]~~

Section 4. Section 2-2105.1 of the Code of Miami-Dade County, Florida, is hereby

deleted in its entirety:

[[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 5. The County's Fiscal Year 2022-23 Adopted Budget is hereby amended to transfer the positions and funding allocated to the Military Affairs Board under the Office of the Chair within the Board of County Commissioners' budget to the Office of Community Advocacy. The County Mayor or County Mayor's designee is further directed to revise and publish the table of organization to reflect the foregoing amendment to the Fiscal Year 2022-23 Adopted Budget.

Section 6. 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 7. It is the intention of the Board of County Commissioners, and it is hereby ordained that the provisions of sections 1 through 4 of this ordinance, including any sunset provision, 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. The remaining sections of this ordinance shall be excluded from the Code of Miami-Dade County.

Section 8. 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:

May 2, 2023

Approved by County Attorney as
to form and legal sufficiency:

GKS For GBK

Prepared by:

MAG

Miguel A. Gonzalez

Prime Sponsor: Chairman Oliver G. Gilbert, III