

Miami-Dade County  
Behavioral Health Advisory Board  
**BYLAWS**



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## ARTICLE I

### NAME

The name of this Miami-Dade County Advisory Board is the Miami-Dade County Behavioral Health Advisory Board (“BHAB”), and is established by the Miami-Dade County Board of County Commissioners (“Board”) through the passage of Ordinance No. 24-8, which also created Article XLV of the Miami-Dade County Code of Fla. (“Code”).

## ARTICLE II

### CREATION AND PURPOSE

The purpose of the BHAB is to assist public and private entities address certain matters impacting individuals in this community affected by behavioral health disorders. The goal is to create a coordinated system of care and ensure adequate capacity to assure that citizens in crisis have access to quality behavioral health and substance use disorder services, increase access to quality care, and provide direct linkages to community-based services.

## ARTICLE III

### COMPOSITION AND MEMBERSHIP

The Composition and membership of the BHAB is as follows:

The BHAB shall be comprised of a total of 23 voting members.

- (1) The Director of the Miami-Dade Police Department or the Sheriff of Miami-Dade County or his or her designee;
- (2) The Director of the Miami-Dade Corrections and Rehabilitation Department or his or her designee;
- (3) The Executive Director of the Homeless Trust of Miami-Dade County or his or her designee;
- (4) The State Attorney for the 11th Judicial Circuit of Florida or his or her designee;
- (5) The Public Defender for the 11th Judicial Circuit of Florida or his or her designee;
- (6) The Director of the Miami-Dade Community Action and Human Services Department or his or her designee;
- (7) The Director of the Miami-Dade Juvenile Services Department or his or her designee;
- (8) The Director of the Miami-Dade Fire Rescue Department or his or her designee;
- (9) A representative from the State of Florida Department of Children and Families;
- (10) The Superintendent of Schools of Miami-Dade County or his or her designee;
- (11) The Chief Executive Officer of South Florida Behavioral Health Network d/b/a Thriving Mind South Florida, or a successor managing entity, or his or her designee; and
- (12) The Chief Executive Officer of the Public Health Trust or his or her designee.

The remaining members shall be individuals who have the following relevant experiences:

- (13) A current member of the Board;
- (14) A representative from the judicial system in Florida;
- (15) An individual involved with veteran services;
- (16) Representatives from two different behavioral health service providers licensed in Florida and representing the field of psychiatry, behavioral health, or medical health;
- (17) Two people diagnosed with or suffering from a behavioral health disorder;
- (18) Two people who are family members of people diagnosed with or suffering from a behavioral health disorder;
- (19) A subject matter expert in the field of behavioral health sciences; and
- (20) A representative with expertise in Post-Traumatic Stress Disorder.

The Board, by majority vote of the members present, shall appoint the members to the BHAB identified in subsections (a)(13) through (a)(20). Appointments of any designee of an official identified in subsections (a)(1) through (a)(12) shall be made by submission of a memorandum to the Clerk of the Board (“Clerk”) by the relevant appointing official.

## **ARTICLE IV**

### **QUALIFICATIONS**

- (1) Each member of the BHAB shall have knowledge and interest in matters concerning behavioral health in Miami-Dade County.
- (2) Each member shall be a permanent resident and duly qualified elector of Miami-Dade County unless the Board, by a two-thirds vote of its membership, waives this requirement in accordance with Section 2-11.38 of the Code, as may be amended from time to time. Unless the Board by a two-thirds vote of its membership waives the residency requirement, any member of the BHAB who ceases to be a resident of Miami-Dade County during the term of his or her office shall immediately advise the Clerk, and upon advising the Clerk of such circumstances, the position shall be deemed vacant.

## **ARTICLE V**

### **COMPENSATION**

Members of the BHAB shall serve without compensation but shall be entitled to reimbursement for parking in a County leased or owned parking facility only when parking to attend a BHAB meeting or function or other event related to their membership on the board.

## **ARTICLE VI**

### **VACANCIES**

Vacancies shall be filled in the same manner by which original members were appointed.

## ARTICLE VII

### TERM

Members of the BHAB identified in Section 2-427(a)(13) through (a)(20) of the Code, shall serve four-year terms. The remaining public members shall not be subject to the four-year term limit. The Board may remove members of the BHAB, with good cause, if it is determined to be in the best interest of the County or board. In the event the Board votes to remove any member of the BHAB, the Clerk shall transmit a memorandum to the BHAB member who was removed, with a copy to the members of the BHAB, advising of the removal and setting forth the good cause for such removal.

## ARTICLE VIII

### ATTENDANCE

Attendance requirements for members shall be in accordance with Section 2-11.39 of the Code, as may be amended from time to time.

## ARTICLE IX

### ORGANIZATIONS AND PROCEDURES

- (a) Bylaws, Rules, and Regulations.
  - a. The BHAB shall establish, adopt, and amend bylaws, rules, and regulations for its own governance. In the event that the BHAB does not adopt rules, or its adopted rules or policies do not address a particular situation, then the applicable provisions of the Board's Rules of Procedure, as may be amended from time to time, shall apply.
- (b) Officers.
  - a. The members of the BHAB shall select, from among its own members, a chairperson and vice-chairperson, and such other additional officers as the board deems necessary. All officers shall serve two-year terms. No member shall remain in the same office for more than four consecutive years. The chairperson shall preside at all meetings at which he or she is present. The vice-chairperson shall act as chairperson in the absence of the chairperson. In the event the chairperson or vice-chairperson are absent from a meeting, the members of the BHAB shall vote on a member to serve as the presiding officer at any such meeting.
- (c) Committees.
  - a. The BHAB may create committees and subcommittees to accomplish its tasks, including but not limited to an Executive Committee, and other ad hoc committees. 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 duties and powers of the board between board meetings. Any action taken by the Executive Committee shall be reported to the board at its next regular meeting and the board shall either ratify or rescind the action of the Executive Committee.
- (d) Staff Support.
  - a. The County Mayor or the Mayor's designee shall provide adequate staff and support services to the BHAB. The Office of the County Attorney shall provide legal

counsel to the BHAB. The Clerk shall: (1) ensure the Behavioral Health Advisory BHAB's membership is current; (2) maintain and keep records of the BHAB, including its reports and recommendations; (3) take minutes; and (4) make minutes available on the Miami-Dade County website.

(e) Quorum.

- a. A quorum shall be required to transact any business or exercise any power vested in the BHAB. A quorum shall consist of seven members of the board, provided that at least half of the full board membership has been appointed. If at least half of the full board membership has not been appointed, a quorum shall consist of a majority of the duly appointed members.

(f) Meetings.

- a. The BHAB shall hold regular meetings as it deems necessary but not less than once per quarter. A special meeting may be called by the chairperson or by a written request of the majority of those persons duly appointed to the BHAB.

## ARTICLE X

### DUTIES AND POWERS

The BHAB shall have the following powers, duties, functions, and responsibilities:

- (a) Advise the Board on behavioral health issues impacting individuals in Miami-Dade County.
- (b) Recommend resolutions, ordinances, policies, activities, or programming that pertain to and help address matters related to behavioral health, including but not limited, to improve access to behavioral health treatment in Miami-Dade County.
- (c) Develop a needs assessment for behavioral health services in Miami-Dade County.
- (d) Foster collaboration among behavioral health professionals, individuals with behavioral health disorders and their families, law enforcement and criminal justice advocates and stakeholders in order to divert individuals with behavioral health disorders to treatment services rather than criminal justice facilities.
- (e) Promote and support research into the causes, early symptoms, and treatment of behavioral health disorders in children, adults and the elderly.
- (f) Review and monitor program achievements of the behavioral health programming and services provided or funded by Miami-Dade County through its departments, grants or contracts with third parties.
- (g) Review and monitor the management and operations of all behavioral health centers owned, operated or under the control of Miami-Dade County, including but not limited to, the mental health diversion facility, commonly referred to as the Miami-Dade Mental Health Center located at a 2200 NW 2nd Avenue, a facility of countywide importance and significance.
- (h) Perform such other duties as may from time to time be assigned to it by the Board.
- (i) Obtain all records and data from Miami-Dade County departments and agencies, and from the County's third-party contractors reasonably necessary to fulfill all of the BHAB's duties, responsibilities and functions set forth herein.
- (j) Identify high-service utilizers.
- (k) Develop and publish a comprehensive list of behavioral health service providers in Miami-Dade County.

- (l) Identify "best practices" to improve behavioral health care in Miami-Dade County, to include medication-assisted treatment, assisted outpatient treatment, and residential treatment.
- (m) Advise and assist the Board with the establishment of a behavioral health data collaborative for data sharing collection and outcomes reporting pursuant to section 163.62, Florida Statutes.

## **ARTICLE XI**

### **APPLICABILITY OF STATE AND COUNTY LAWS**

- a) All proceedings of the BHAB shall be conducted in accordance with Florida's open government laws, including but not limited to, the Government in the Sunshine Law and the Citizens' Bill of Rights of the Miami-Dade County Home Rule Charter.
- b) The BHAB shall be deemed an "agency" for the purposes of the State's public records laws and shall be governed by all State and County conflict of interest laws, as applicable, including the Miami-Dade County Conflict of Interest and Code of Ethics Ordinance, Section 2-11.1 of this Code, as may be amended from time to time.
- c) The BHAB shall provide members of the public a reasonable opportunity to be heard on any proposition before the board, which shall be consistent with section 286.0114, Florida Statutes. Accordingly, Rule 6.06 of the Board Rules of Procedures is incorporated herein.

## **ARTICLE XII**

### **REPORTS**

The chairperson or vice-chairperson shall present to the Board on an annual basis a written report describing the BHAB's recommendations and activities and shall appear as needed before the Board to present on matters pertinent to the BHAB. The completed reports required by this section shall be placed on an agenda of the Board pursuant to Ordinance No. 14-65.

## **ARTICLE XIII**

### **AMENDMENTS TO BYLAWS**

The Bylaws of the BHAB, as officially adopted, shall be amended in accordance with the following procedures...