

ARTICLE CXL. - MILITARY AFFAIRS BOARD

Footnotes:

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Editor's note— Ord. No. 23-29, § 3, adopted May 2, 2023 amended the title of Art. CXL by removing "and goodwill ambassadors."

Sec. 2-2101. - Creation of Military Affairs Board.

There is hereby created and established pursuant to the Miami-Dade County Home Rule Charter, as amended, the Miami-Dade County Military Affairs Board.

(Ord. No. 12-37, § 1, 5-15-12; Ord. No. 21-34, § 5, 4-20-21)

Sec. 2-2102. - Powers and Duties of Military Affairs Board.

The Military Affairs Board shall have the following powers and duties:

- (a) Provide 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 Coast Guard (collectively "Armed Forces") and active, reserve, retired, disabled and deceased military personnel in Miami-Dade County (collectively "military personnel"); and
- (b) Promote measures to enhance the quality of life for active, reserve, retired and disabled military personnel and their families, and families of deceased military personnel in Miami-Dade County; and
- (c) Advocate on behalf of military personnel in Miami-Dade County regarding, among other matters: health care; housing; housing and business loans; pension benefits; education; employment; incarceration; reintegration; unemployment benefits; disability claims; vocational training; and insurance; and
- (d) Administer the medal of valor program created by Ordinance No. 10-29; and
- (e) Take steps to increase awareness and support for our military personnel from Miami-Dade County who are serving in the Armed Forces around the world; and
- (f) Interface with local Reserve Officer Training Corps ("ROTC") programs at both the high school and collegiate levels; and
- (g) Solicit input from and maintain a strong relationship with the United States Department of Defense, Department of Homeland Security, Department of Veterans Affairs, the Red Cross and any other entity which interacts with the Armed Forces regarding military affairs or

military personnel regarding, among other things, military affairs impacting Miami-Dade County, military personnel in Miami-Dade County and ROTC; and

- (h) Coordinate Miami-Dade County's activities regarding Veteran's Day, Memorial Day and the 4th of July; and
- (i) Promote, attract and solicit military activities in Miami-Dade County from throughout the United States and within Miami-Dade County to the greatest extent feasible and strive to generate and further community support for the United States Armed Forces in the United States and abroad; and
- (j) Adopt an official seal; and
- (k) To submit annually to the Board of County Commissioners a report summarizing and evaluating all programs and activities undertaken by the Board during the previous fiscal year; and
- (l) Notwithstanding any provision to the contrary, accept and solicit gifts of money or services for the public purposes provided for in this article; and
- (m) Cooperate with any federal, state, county, or municipal government, agency or instrumentality; and
- (n) Create a standing committee relating to the Base Realignment and Closure process ("BRAC") charged with the following responsibilities and duties:
 - (1) Working with other entities, such as federal and state agencies, to represent Miami-Dade County's interests by ensuring that local military bases remain open as part of the next BRAC round potentially scheduled for 2015; and
 - (2) Maximizing any opportunities for Miami-Dade County that may be realized from any potential realignment; and
 - (3) Minimizing any negative impacts to local communities; and
 - (4) Developing a comprehensive plan, approved by the Military Affairs Board, to be recommended to the Board of County Commissioners after evaluating infrastructure needs, land use needs, 21st century mission of the armed forces, and community support; and
 - (5) Working with military bases in South Florida in order to put together a vision for the future and a relevance plan; and
 - (6) Providing advice and recommendations, approved by the Military Affairs Board, to the Board of County Commissioners regarding any actions it may take to further Miami-Dade County's interests with relation to any future BRAC round.
- (o)

Expend funds for the purposes provided in this article. The Military Affairs Board shall only be authorized to expend funds deposited in the Military Affairs Trust Fund. The Mayor or his or her designee shall, on a monthly basis, provide the Military Affairs Board and the Office of the Chairperson of the County Commission with an accounting of available funds. All expenditures of the Military Affairs Board shall be subject to a county audit.

- (p) To solicit and approve grant agreements for the public purposes provided for in this article. All funds received pursuant to a grant agreement shall be deposited in the Military Affairs Trust Fund. The Military Affairs Board shall only approve a grant agreement distributing funds to a third-party to the extent that funds are currently available in the Military Affairs Trust Fund.
- (q) To solicit and approve contracts for the public purposes provided for in this article, and only to the extent that funds are currently available in the Military Affairs Trust Fund. It is the intent of the County Commission that the Military Affairs Board be given the authority to enter into county contracts with the assistance of county staff subject to the limitations of this article. The contracting policies and procedures to be followed by the Military Affairs Board to give effect to this intent shall be set forth in an implementing order approved by resolution of the Board of County Commissioners.

(Ord. No. 12-37, § 1, 5-15-12; Ord. No. 13-10, § 1, 2-5-13; Ord. No. 21-34, § 5, 4-20-21)

Sec. 2-2103. - Governing Board.

- (a) *Composition and appointment.* The Military Affairs Board shall consist of twenty (20) voting members appointed as follows:
 - (1) Each member of the Board of County Commissioners shall designate one (1) member who shall be approved by the County Commission; and
 - (2) The Chairperson of the County Commission shall appoint one (1) member of the County Commission who shall be the Military Liaison of the County Commission; and
 - (3) The Mayor of Miami-Dade County shall appoint one (1) member; and
 - (4) The Chamber South shall appoint one (1) member; and
 - (5) The Greater Homestead/Florida City Chamber of Commerce shall appoint one (1) member; and
 - (6) The Miami-Dade Defense Alliance shall appoint one (1) member; and
 - (7) The Greater Miami Chamber of Commerce shall appoint one (1) member; and
 - (8) The Red Cross shall appoint one (1) member.

The Military Affairs Board shall also consist of the following non-voting members:

- (1)

The Director of the Miami Veteran's Administration Healthcare System shall appoint one (1) member; and

- (2) Each Congressperson whose district includes a portion of Miami-Dade County shall appoint one (1) member; and
- (3) Each United States Senator representing the State of Florida shall appoint one (1) member; and
- (4) The State Attorney for Miami-Dade County shall appoint one (1) member; and
- (5) The command staff of Southern Command shall appoint one (1) member; and
- (6) The command staff at the United States Air Force Base in Homestead shall appoint one (1) member; and
- (7) The command staff at the United States Coast Guard District 7 shall appoint one (1) member; and
- (8) The command staff at the United States Army National Guard Reserve Station located in Miami shall appoint one (1) member; and
- (9) The command staff of the United States Navy and Marine Corps Reserves located in Hialeah shall appoint two (2) members: one (1) member representing the United States Navy; and one (1) member representing the United States Marine Corps.

When making a selection, each person or entity shall consider that the voting members should reflect the gender, racial ethnic or cultural make-up of the community.

- (b) *Qualifications.* Each member of the Military Affairs Board shall (i) be a United States citizen, a duly qualified elector of Miami-Dade County and (ii) shall comply with the requirements of Section 2-11.38 of the Code of Miami-Dade County. Additionally, each member shall be a person who has previously served or is currently serving in the Armed Forces, or has an interest in military affairs. Before taking any official action, each voting member shall take the prescribed oath of office.
- (c) *Term.* Members of the Military Affairs Board shall serve terms of three (3) years each.
- (d) *Vacancies.* Each person or entity shall appoint a new representative within one month when its appointee resigns or is removed.
- (e) *Applicability of Conflict of Interest and Code of Ethics Ordinance.* The Miami-Dade County Conflict of Interest and Code of Ethics Ordinance (the "Conflict of Interest Ordinance"), Section 2-11.1 of the Code of Miami-Dade County, Florida, shall be applicable to the members of the Military Affairs Board. It is declared to be the intent of the County Commission, as expressed in this subsection, to provide that the Conflict of Interest Ordinance shall not operate to preclude individuals from serving as Military Affairs Board members on the basis of interests relating to Miami-Dade County when such interests do not conflict with the Military Affairs Board.
- (f)

Organization and Procedure. The Chairperson of the Military Affairs Board shall be the Military Liaison of the County Commission selected by the Chairperson of the County Commission. The Military Affairs Board shall elect one (1) of its members as vice-chairperson and such other officers as the Military Affairs Board may determine to be necessary. The Military Affairs Board shall create by-laws and shall hold regular meetings in accordance with those by-laws. The Military Affairs Board may hold such other meetings as it deems necessary. A majority of the members of the Military Affairs Board shall constitute a quorum. All meetings of the Military Affairs Board shall be public and the Military Affairs Board shall maintain written minutes of all proceedings that shall be promptly prepared and recorded. Copies of all minutes and resolutions of the Military Affairs Board shall be forwarded to the Clerk of the Board of County Commissioners no later than thirty (30) days subsequent to any meeting of the Military Affairs Board. (Ord. No. 12-37, § 1, 5-15-12; Ord. No. 13-10, § 1, 2-5-13; Ord. No. 13-102, § 1, 11-5-13; Ord. No. 21-34, § 5, 4-20-21)

Sec. 2-2104. - Financial Support for the Military Affairs Board.

Subject to Miami-Dade County's budgetary process and the availability of funds, the Mayor shall include in the County's annual budget, administrative costs and additional funds for the implementation of the Military Affairs Board's powers and duties. There is hereby created the Military Affairs Trust Fund for the public purposes provided for in this Ordinance. The Finance Director is hereby authorized and directed to establish the Military Affairs Trust Fund and disburse monies in accordance with the provisions of this Ordinance.

(Ord. No. 12-37, § 1, 5-15-12; Ord. No. 13-10, § 1, 2-5-13; Ord. No. 21-34, § 5, 4-20-21)

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.
- (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 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 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.

(Ord. No. 12-37, § 1, 5-15-12; Ord. No. 13-10, § 1, 2-5-13; Ord. No. 18-135, § 1, 11-8-18; Ord. No. 21-34, § 5, 4-20-21; Ord. No. 22-91, § 2, 9-1-22; Ord. No. 23-29, § 3, 5-2-23)

Sec. 2-2105.1 - Reserved.

Editor's note— Ord. No. 23-29, § 4, adopted May 2, 2023, repealed § 2-2105.1 which pertained to the Miami-Dade County Goodwill Ambassadors Program and derived from Ord. No. 22-91, adopted September 1, 2022.