

Examples of “community accountability” bodies that have been established in Miami Dade County:

- [Citizens' Independent Transportation Trust \(CITT\)](#)
  - Transportation is a collaborative effort. That's why a host of agencies in Miami-Dade County are working together to create a better, safer, and more productive Miami-Dade County.
  - 15-member body created to oversee the People's Transportation Plan funded with the half-penny sales surtax.
    - [Ordinance that created the Transportation Trust.](#)
  - The Transportation Trust is dedicated to envisioning the future of Miami's transportation needs through its members' use of business or professional knowledge, skills and experiences, and invites you to join by submitting your application to become a member.
  - The Transportation Trust continues to have an essential role and mission in the financing, oversight and improvement of transportation and public transit in Miami-Dade County. The development of Strategic Objectives by the Transportation Trust is an important component in achieving this essential role and mission.
    - [Strategic Objectives](#)
  - Summary Findings and Recommendations of Assessments of the Metromover and Metrorail
    - [2019 Summary Findings](#)
    - [2019 Metrorail Maintenance and Cleaning Performance Assessment](#)
    - [2019 Metrorail Maintenance Review](#)
    - [2018 Metromover Preventative Maintenance Assessment](#)
  - A delegation of top local political, business, transit, and community leaders participated in the "Denver Transportation Fly-In" meeting with their counterparts to learn about Denver's successful implementation of expansive and transformative public transportation solutions
    - [Denver Transportation Fly-In Presentations](#)
  - As an active member of the Transportation Trust, you'll review contracts requesting PTP funding, monitor the progress of surtax-funded road and transit projects and manage the PTP Municipal Transportation Program. This is a volunteer position; members don't receive salaries.
  - Applicants must be Miami-Dade County registered voters who have a reputation for civic involvement and an interest or experience in transportation issues. A Nominating Committee will review applications. Transportation Trust members must not have any interest, direct or indirect, in any contract with the county or in any corporation, partnership, or other entity that has a contract with the County. Members are subject to the Florida Open Records, the "Sunshine" and Financial Disclosure laws, as well as the Conflict of Interest and Code of Ethics Ordinance and the investigatory powers of the Inspector General.
  - As an active volunteer of the Transportation Trust, you will review contracts requesting People's Transportation Plan (PTP) funding, monitor the progress of Surtax-funded road and transit projects, and monitor the PTP Municipal Transportation Program.

- [The Miami-Dade County Hispanic Affairs Advisory Board \(source: bylaws \)](#)
  - The Hispanic Affairs Advisory Board (the “Board”) was created by the Board of County Commissioners pursuant to Ordinance No. 92-41 on May 19, 1992, which is codified as Section 2-532 in the Code of Miami-Dade County.
  - ARTICLE II PURPOSE Section 1. The purpose of the Miami-Dade County Hispanic Affairs Advisory Board shall be to:
    - (a) Continuously study the interests and needs of Miami-Dade County citizens who are of Hispanic origin.
    - (b) Encourage the interest and involvement of Hispanics in respect to matters pertaining to the Hispanic community in Miami-Dade County.
    - (c) Encourage and support the development of Hispanics in leadership roles.
    - (d) Formulate and recommend the adoption of legislation supporting matters relevant to and of interest to Miami-Dade County citizens who are of Hispanic origin.
  - ARTICLE III DUTIES, POWERS AND RESPONSIBILITIES Section 1. The Hispanic Affairs Advisory Board shall have the following duties, powers and responsibilities as established in Miami-Dade County Ordinance No. 92-41:
    - (a) To serve in an advisory capacity to the county commission, the county administration, the community, and all agencies and persons in Miami-Dade County, Florida, in respect to matters pertaining to the Hispanic community of Miami-Dade County.
    - (b) To formulate and recommend plans and programs for coordination of the activities of governmental entities and non-governmental agencies pertaining to the Hispanic community.
    - (c) It is the express purpose of this Board to serve as a medium for responsible persons to utilize and consult with in attempting to understand and solve the many complex problems involved with the Hispanic community in Miami-Dade County and to make findings and recommendations to the county commission and the county administration regarding such matters.
    - (d) The Board shall annually report to the commission as to its findings and recommendation.
    - (e) To perform such other duties as may from time to time be assigned to it by resolution of the county commission. Section 2. The Office of Community Advocacy shall supply staff support and shall act as liaison between the Board and the County.
  - ARTICLE IV MEMBERSHIP
    - Section 1. The Miami-Dade County Hispanic Affairs Advisory Board shall be composed of twenty-seven (26) members who shall be permanent residents and electors of the county and who shall have a knowledge of and interest in the county’s Hispanic community.
    - Section 2. Each county commissioner shall appoint one member of the Board and the other thirteen (13) members shall be nominated by the Board’s Nominating Committee and ratified by the Board. All appointments shall be made for a term of four (4) years. No member may serve more than eight (8) consecutive years in accordance with Section 2-11.38.2 of the Code of Miami-Dade County, as may be amended. This section shall apply to all board members, except that current board members shall be allowed to complete their current terms.

- Section 3. No Member shall become a candidate for elective office during his or her term on the Board. A member of the Hispanic Affairs Advisory Board shall resign prior to or will be automatically removed upon becoming a candidate for elective office during his or tenure on the Hispanic Affairs Advisory Board.
  - Section 4. Members shall serve without compensation.
  - Section 5. The Board's attendance requirement for members shall be in accordance with Section 2-11.39 of the Code of Miami-Dade County, as amended. It shall be the responsibility of each member to attend all Hispanic Affairs Advisory Board meetings and the Sub-Committee meetings of his or her primary assignment.
    - A board member shall be automatically removed if, in a given fiscal year: (i) he or she is absent from two (2) consecutive meetings without an acceptable excuse; or (ii) he or she is absent from three (3) of the board's meetings without an acceptable excuse. An "acceptable excuse" is defined as an absence for medical reasons, business reasons, or any other reason which the task force, by a two-thirds majority vote of the membership deems appropriate. A member shall also be deemed absent from a meeting when he or she is not present at the meeting at least seventy-five (75) percent of the time. All requests for excused absences shall be given in writing (faxed, mailed or emailed) to the Executive Director and Chairperson at least 24 hours prior to the meeting.
  - Section 6. Upon absences from two (2) consecutive meetings or three (3) unexcused absences, in a given fiscal year, the Executive Director shall notify the Clerk of the Board of County Commissioners, in writing, of the member's removal. The seat shall be deemed vacant effective on the date the Clerk receives the notification. Members' removal from office shall be in accordance with the provisions of Section 2-11.38 of the Code of Miami-Dade County. Section 6. Each member shall serve on at least one (1) Sub-Committee.
  - Section 7. Any member desiring to resign from the Hispanic Affairs Advisory Board shall submit his or her resignation in writing to the appointing Commissioner (if applicable), the Chairperson and the Executive Director. The Executive Director of the Board shall send a copy of the letter to the Clerk of the Board of County Commissioners The seat shall be deemed vacant on the date the Clerk receives the notification.
  - Section 8. The terms of office of members shall begin on the day of appointment and expire when the appointing Commissioner leaves office or the appointing Commissioner's term of office expires. No member shall serve more than eight (8) consecutive years on the Board. Members' terms of office shall be in accordance with the provisions of Section 2-11.38 of the Code of Miami-Dade County.
- ARTICLE V OFFICERS
- Section 1. The members shall elect a Chairperson and a Vice-Chairperson, and a Second ViceChairperson. These officers shall perform the duties prescribed by these by-laws and by Mason's Manual of Legislative Procedure, the parliamentary authority adopted by the membership.
  - Section 2. At the regular meeting in November, the Chair shall open the floor for nominations starting with the office of Chairperson. Nominees shall be given no more than five minutes to speak prior to a vote. Officers shall be elected by a voice vote if there is only one nominee. If there is more than one nominee, members shall conduct a voice vote and cast a written ballot, to be made a part of the public record, signed by the member casting the vote. Officers' terms of office shall begin at the close of the meeting at which they are elected and they shall serve for two years or until their successors are

elected. No vote by proxy shall be permitted. Election shall be by a majority of the votes cast by members present and voting.

- Section 3. No members shall be eligible to serve more than two consecutive terms in the same office.

○ ARTICLE VI MEETINGS

- Section 1. The regular meetings of the Hispanic Affairs Advisory Board shall be held on the second Tuesday of the month unless otherwise ordered by the membership. Meetings shall be at a time and place designated by the membership; and at least ten regular meetings shall be held during each calendar year. Meetings shall be open to the public at a time and place designated by the Chairperson or ViceChairperson. Meetings may also be called by written notice signed by one-half (½) of the members.
- Section 2. The regular meeting in November shall be known as the annual meeting and shall be for the purpose of electing officers, receiving annual reports of Officers and SubCommittees, and for any other business that may arise.
- Section 3. Special meetings can be called by the Chairperson and shall be called upon the written request of one-half (½) of the members. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least three days notice shall be given.
- Section 4. At least 50% plus 1 of the full Board membership shall constitute a quorum. The Board is not authorized to take any action without a quorum being present at the meeting.
- Section 5. Each person who desires to address the Board or a committee at a meeting about a proposition or matter before the Board shall notify the Executive Director and request an opportunity to speak about any specific item. The person shall state his or her name and address, if representing an organization and its views the person shall state the organization's name and address. Unless further time is granted by the Board, each individual shall be limited to a statement of three (3) minutes. All remarks shall be addressed to the Board as a whole and not to an individual Board member, No questions shall be asked to individual Board members.
- Section 6. All meetings will be held subject to an in conformance with Miami-Dade County and Florida Conflict of Interest and Open Government Laws, including the "Sunshine Law," public meeting laws, public records laws and the Miami-Dade County Conflict of Interest and Code of Ethics Ordinance.

○ ARTICLE VII THE EXECUTIVE COMMITTEE

- Section 1. The officers of the Hispanic Affairs Advisory Board shall constitute the Executive Committee.
- Section 2. The Executive Committee shall have general supervision of the affairs of the organization between its business meetings, make recommendations to the membership and shall perform other duties as are specified in these Bylaws. The Chair of the Executive Committee shall be the Chair of the Board. The Executive Committee shall be subject to the orders of the Hispanic Affairs Advisory Board and none of its acts shall conflict with action taken by the organization.
- Section 3. Meetings of the Executive Committee shall be called at a time and place designated by the Chairperson.

- COMMITTEES
  - Section 1. The Chair, with the approval of the Board, may designate an Executive Committee, other standing and ad hoc committees from among its members. Each committee, if more than one (1), shall be responsible for performing such duties as are necessary to accomplish the duties, powers, responsibilities and purpose of the Hispanic Affairs Advisory Board, as set forth in these by-laws.
  - Section 2. Each committee shall meet at a time, date and place upon the call of its Chair, and such meetings shall be open, announced and publicized.
  - Section 3. Reports of committee activities shall be provided in writing at the annual meeting and at such times as they shall be requested by the Chairperson. Copies of reports shall be distributed at least five (5) days prior to the meeting calling for such report.
  - Section 4. Unless a greater proportion is required by the Board when designating a SubCommittee, a majority of the authorized committee membership shall constitute a quorum. The Sub-Committee is not authorized to take any action without a quorum being present at the meeting.
  
- ARTICLE IX PARLIAMENTARY AUTHORITY
  - Parliamentary procedure shall be conducted in accordance with the most current edition of Mason’s Manual of Legislative Procedure, when applicable and not inconsistent with these bylaws, or any special rules of order properly adopted by this Board.
  
- ARTICLE X AMENDMENT OF BY-LAWS
  - These by-laws may be amended at any regular meeting by a vote of one-half (½) of the active members present and voting, provided that the amendment has been submitted in writing to the membership at least fifteen (15) days prior to the meeting at which it will be considered.

- **Domestic Violence Oversight Board (County)**

- Bylaws
- Founding Ordinance
  
- Specifically, the DVOB was created to serve in accordance with State law, to develop and submit to the BCC a comprehensive plan for use of the portion of the Local Option Food and Beverage (F&B) Sales Tax proceeds dedicated to the provision of domestic violence centers and their operations, as prescribed in Chapter 2, Article LXVI of the Code of Miami-Dade County (the “Plan”). As part of this Plan, the DVOB is further charged with pursuing maximization of available federal and state matching funds and generally monitoring and evaluating the provision of services to domestic violence victims.
  
- The DVOB is also charged with ensuring that a coordinated and responsive continuum of services is available and accessible for victims of domestic violence and their children in Miami-Dade County. The DVOB is committed to protection, advocacy and support of domestic violence victims through collaborations with all entities and systems who assist in moving victims toward safe and productive lives.

- [Independent Civilian Panel \(County\)](#)

- The ICP was established in 2020 by County Ordinance 20-80.
  - [Bylaws](#)
  - [View Ordinance](#)
- The impartial entity created to conduct independent investigations and review and hold public hearings regarding concerns or grievances made against sworn officers of the Miami-Dade Police Department any successor agency or any other law enforcement agency established by the Board.
- It is the intent of the Board that, to the extent permitted by law, all County employees shall cooperate with requests from and participate in investigations conducted by the Independent Civilian Panel.

- [The Black Affairs Advisory Board \(BAAB\)](#)

- [State of Black Miami Forum Report](#)
- [Read the Black World Guide 2020-2022](#)
- [View Bylaws](#)
- [Ordinance](#)
- Stephen Hunter, chair
- Retha Boone-Fye, Program Director; [Retha.Boone-Fye@miamidade.gov](mailto:Retha.Boone-Fye@miamidade.gov)
- Laura Morilla, Executive Director, Office of Community Advocacy
- Jason Smith, Director of Equity and Inclusion, Miami Dade County
- The Black Affairs Advisory Board (BAAB) falls under the Office of the Chair of the Miami Dade County Board of Commissioners (BCC) and was created to serve in an advisory capacity to the BCC on issues affecting and relevant to citizens who emanate from the African Diaspora.
- The Board was created in 1994 and is also charged with making its constituents aware of the tax supported services available through their local, state, and federal entities.
- Over the past few years, the Black Affairs Advisory Board (BAAB) has revamped its emphasis and moved toward advocating on behalf of a more diverse community as Miami-Dade County has evolved. The subcommittee structure was revamped and adjusted according to those needs as identified by its current members. These various subcommittees are charged with the responsibility of dealing with their respective issues and include: The Black Heritage Planning Committee; Education; Health Care; Housing; Economic Development; Budget and Finance; and Crisis Intervention/Respect Life; HAERC and most recently COVID-19.
- The board holds periodic “Village Dialogues” which provide the opportunity to delve into community issues such as gun violence, economic development, health, and affordable housing. Several initiatives have resulted including the establishment of the “Civil Citation” program developed in conjunction with Miami-Dade Public Schools and the Juvenile Services Department, which has now been implemented statewide resulting in the reduction of long-term involvement in the criminal justice system for juveniles. For more information visit the Office of

Community Advocacy's website which houses the Black Affairs Advisory Board's page at [miamidade.gov/advocacy](http://miamidade.gov/advocacy).

- Letter from Mayor Daniella Levine Cava
  - *Miami-Dade County is home to a thriving Black community. From the historic communities of Overtown, Richmond Heights, Liberty City, Goulds, Little Haiti and Coconut Grove, to the thriving cities of Opa-Locka, Miami Gardens and North Miami – our County is a beacon of hope for the African diaspora.*
  - *As Mayor of Miami-Dade County, I am committed to investing in our Black communities and Black-owned businesses. That is why I created the Office of Equity and Inclusion which is tasked with developing innovative solutions to support Black businesses and others who have been left behind, and crafting policies to make Miami-Dade County a more equitable and inclusive community. The Office of Equity and Inclusion, in the Division of Innovation and Performance, is led by public policy expert, Jason Smith, with support from Cherienne Floyd, an expert in performance and analytics.*
  - *Working in collaboration with the Black Affairs Advisory Board, the Miami-Dade Economic Advocacy Trust, the Miami-Dade Chamber of Commerce and the Miami-Dade County Small Business Division, among others, the Office of Equity and Inclusion will help chart a path to greater prosperity for the Black community. As you know, pre-pandemic Miami-Dade had over 86,000 small businesses employing close to 1 million workers. More than 80 percent of these businesses have less than 10 employees. Miami-Dade County has also consistently ranked in the Top 3 Metro areas for the percentage of minority-owned and women-owned businesses. According to FIU research, about 37 percent of Miami-Dade business owners are Black, Hispanic or women – more than double the U.S. average of 18 percent. These businesses are a key economic engine for our local economy and have been disproportionately impacted by the covid-19 pandemic. My administration is committed to helping our small businesses, in collaboration with our technical assistance partners, to thrive in the post-pandemic economy.*
  - *I congratulate the Black Affairs Advisory Board for developing the Black World Guide. This directory is a useful resource for all Miami-Dade County residents and businesses as we build a more inclusive, resilient post-pandemic economy.*
  - *Yours in Service, Daniella Levine Cava*

- **[The Commission for Women](#)**

- [View Bylaws](#)
- [View Ordinance](#)

- **[The LGBTQ Board](#)**

- The founding ordinance for the LGBTQ Advisory Board can be found below. There will be a selection of bylaws committees in the near future.
- [View Bylaws](#)
- [View Ordinance](#)

- [Asian American Board](#)
  - [View Bylaws](#)
  - [View Ordinance](#)
  
- [Community Relations Board](#)
  - [View Bylaws](#)
  - [View Ordinance](#)
  
- [Elder Affairs Advisory Board](#)
  - The Miami-Dade County Elder Affairs Advisory Board was established by [Ordinance No. 18-49](#) in May 2018. The ordinance sponsored by Commissioner Rebeca Sosa and approved unanimously by the Board of County Commissioners will expand the support for seniors in Miami-Dade County, while allowing them to play a more active role in the local government by crafting strategies to better meet their needs.
  - To advocate for the interests of the older adult community in Miami-Dade County. To advance their quality of life and increase access to services to meet their needs. To promote an age-friendly community where our older residents are safe, respected, active and engaged.
  
- [Interfaith Advisory Board](#)
  - [View Bylaws](#)
  - [View Ordinance](#)
  
- [Dr. Antonio Jorge Social and Economic Development Council](#)
  - [Founding Ordinance and Code](#)

**Examples of community accountability bodies in Miami Dade municipalities that are consistent with the charter of Miami Dade County:**

- [Miami Forever Bond Civilian Oversight Board \(Miami\)](#)
  - The purpose of the Bond Oversight Board is to ensure that the Miami Forever Bond Program has transparent and accountable internal project management and progress reporting, including proactive community engagement and communications, and affords appropriate citizen oversight to complement the standard oversight provided by the City Commission.
  - Monitor: To serve in an advisory capacity to the Mayor, City Commission, and City Administration related to the monitoring of the expenditure of bond proceeds derived from the issuance of the Miami Forever Bond.
  - Report: To review and report to the Mayor, City Commission and City Administration on the proper and efficient use of Bond proceeds through project status updates and, if formally requested, through vendor, contractor, or project manager presentation before the Board.
  - Audit: To review quarterly expenditure reports produced by the City to ensure that Bond proceeds are expended on time, on schedule, and only for the purposes set forth in the ballot measure along with derived goals.



# Roles and Responsibilities

