RESOLUTION

of the

ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS

regarding

CLARIFICATION OF THE PUBLIC SECTOR MEMBERSHIP OF THE ORANGE COUNTY COMMUNITY ACTION BOARD; SETTING FORTH THE TERMS OF OFFICE FOR SUCH BOARD MEMBERS; REVISING THE DEFINITION OF SUCH BOARD’S QUORUM; PROVIDING FOR THE ESTABLISHMENT OF COMMITTEES; EFFECT OF THE RESOLUTION TO AMEND, REPLACE AND SUPERCEDE ALL PRIOR ACTIONS CONCERNING THE COMMUNITY ACTION BOARD; AND PROVIDING FOR AN EFFECTIVE DATE.

Resolution No. 2007-M-19

WHEREAS, it is the desire of the Board of County Commissioners (the “Board”) to provide stimulation and incentive through community action to combat poverty; and

WHEREAS, in order to make the entire community more responsive to the needs and interests of the economically disadvantaged community by mobilizing available private, federal, state, and local resources, the Board created the Orange County Community Action Board (the “CAB”) on April 24, 1969; and

WHEREAS, the CAB is charged with the advisory oversight for development, planning, implementation, and evaluation of programs to serve Orange County’s low income communities; and

WHEREAS, the CAB desires to clarify information regarding its membership and operation.
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ORANGE COUNTY:

Section 1. Powers and Duties. The CAB shall have the following powers and duties:

a. To advise in the administration of federal, state, and local programs to address the needs of the disadvantaged citizens of Orange County.

b. To assist in the planning and development of community priorities, goals, and objectives among projects, activities, and areas.

c. To advise in the plans and development of programs to serve the economically disadvantaged community in a manner that maximizes their participation.

d. To advocate for the human rights of Orange County’s economically disadvantaged residents.

Section 2. Exemption. The CAB is not an advisory board as defined in section 2-203, Orange County Code, and is exempt from requirements of sections 2-203(a)(1) and (2).

Section 3. Membership.

a. The membership of the CAB shall number not less than twenty-four (24) representatives. The total membership shall always be divisible by three (3). Members shall reside in Orange County except for the member outlined in Section 3 (b) (3). Members shall be registered voters. The membership of each of the three sectors shall have those qualifications which are set forth as follows:

b. Public Sector. One-third of the members (eight) shall be elected public officials who represent Orange County and its political subdivisions. The Board of County Commissioners shall make appointment of members to the public sector. Terms of office shall be for four (4) years. Each member shall serve until his or her successor is chosen or as long as such
public official is currently holding office. All members serve at the pleasure of the Board and may be removed without cause and without entitlement to a hearing upon a vote of five (5) members of the Board. A public sector member may only serve two full (2) terms. A public sector member appointed to fill an unexpired term shall be eligible for two full terms thereafter.

Each member may choose one alternate to serve in his/her place when the member is unavailable to attend a meeting. The alternate serves at the pleasure of the member represented and the term of membership of the alternate shall be the same as that of the member represented. Alternates must be residents of Orange County and registered voters. Alternates do not need to be elected public officials themselves and shall have the full authority and voting privileges of the public official they represent. The member/alternate shall be recognized as one position for the purpose of attendance. Any member/alternate missing three consecutive meetings or more than twenty-five (25) percent of the meetings in a calendar year shall be replaced. A member shall be considered absent if not present during fifty (50) percent or more of the duration of a meeting. A letter affirming the continued participation of each member of this sector shall be generated by the fourth Wednesday of January each year and signed by the Orange County Mayor unless the member’s term has expired. The membership of the public sector shall consist of the following:

1. Up to three (3) members shall be current members of the Board of County Commissioners, appointed by the County Mayor and confirmed by the Board.

2. Up to three (3) members shall be currently serving elected officials from three (3) different municipalities located within Orange County as follows, each nominated by the Mayor of the respective municipality on a rotating, alphabetical basis and appointed by the Board. The members will represent the following municipalities: Apopka, Belle Isle, Eatonville, Edgewood, Maitland, Oakland, Ocoee, Orlando, Winter Garden, Winter Park, and Windermere.
3. Up to two members shall be a currently serving as an elected state or federal official representing the state of Florida or the United States Congress, nominated and appointed by the Board.

4. One (1) member shall be a current member of the Orange County School Board, nominated by the chairperson of the Orange County School Board and appointed by the Board.

5. If three (3) elected Orange County Commissioners or three (3) elected officials from the municipalities are not available or willing to serve, then up to two (2) elected public officials, one (1) from the State of Florida and/or one (1) from the United State Congress may be nominated and appointed for membership by the Board.

(b) Low Income Community Sector: One-third of the members (eight) shall be representatives of the economically disadvantaged community. Terms of office shall be for four (4) years. Each member shall serve until his or her successor is chosen. The members of this sector shall be selected for membership in the manner described in Chapter 9B-22, Florida Administrative Code, and according to CAB approved procedures. These members shall be chosen in accordance with democratic selection procedures adequate to assure that they are representative of the low income community who reside in the areas served.

Members shall reside in Orange County and shall be registered voters. Each member may choose one alternate to serve in his/her place when the member is unavailable to attend a meeting. The alternate serves at the pleasure of the member represented and the term of membership of the alternate shall be the same as that of the member represented. Alternates must be residents of Orange County and registered voters. Alternates shall have the full authority and voting privileges of the member represented. The member/alternate shall be recognized as one
position for the purpose of attendance. Any member/alternate missing three consecutive meetings or more than twenty-five (25) percent of the meetings in a calendar year shall be replaced.

(c) **Private Sector:** The remaining one-third of the members (eight) shall be officials or members of business, labor organizations, major employers, religious organizations, private social service and charitable agencies, private community-based and professional organizations, minority organizations, and the Head Start Policy Council. Terms of office shall be for four (4) years. Each member shall serve until his or her successor is chosen. The members of this sector shall be selected by the CAB in accordance with CAB approved procedures. Members shall reside in Orange County and shall be registered voters. Each member may choose one alternate to serve in his/her place when the member is unavailable to attend a meeting. The alternate serves at the pleasure of the member represented and the term of membership of the alternate shall be the same as that of the member represented. Alternates must be residents of Orange County and registered voters. Alternates shall have the full authority and voting privileges of the member represented. The member/alternate shall be recognized as one position for the purpose of attendance. Any member/alternate missing three consecutive meetings or more than twenty-five (25) percent of the meetings in a calendar year shall be replaced.

**Section 3. Meetings; Quorum; Voting; Minutes.** The CAB shall hold monthly meetings in a county facility or county-approved venue. The presence of at least fifty percent (50%) of the members plus one shall constitute a quorum. All actions of the CAB shall be in accordance with all applicable laws, including, but not limited to, the Code of Ethics for Public Officers and Employees (Part III of Chapter 112, Florida Statutes), the Florida Public Records Law (Chapter 119, Florida Statutes), and the Florida "Government-in-the-Sunshine Law"
(Section 286.0141, Florida Statutes). Action may be taken by the CAB upon a vote of a majority of the members present, unless the bylaws require a larger number. Further, the CAB shall keep a record of its transactions and the attendance and votes of its members. All meetings shall be open to the public. Meetings shall be posted and minutes submitted to the Board in accordance with Orange County Administrative Regulation 2.09.01.

Section 4. Officers. The CAB shall select its own Chairperson, Vice Chairperson, Secretary, and Treasurer, and such other officers, as it deems necessary. Elections shall be held at the January meeting each year, and those elected shall take office immediately.

Section 5. Committees. The CAB may form committees as it sees fit to address issues of the community and the business of the CAB.

Section 6. Effect of Resolution. This resolution amends, replaces, and supersedes all portions and provisions of prior motions or resolutions of the Board of County Commissioners regarding the CAB or any predecessor board to the CAB if any such portions or provisions are inconsistent with the provisions contained herein.

Section 7. Effective date. This Resolution shall take effect upon the date of its adoption.

ADOPTED THIS 5th DAY OF June, 2007.

ORANGE COUNTY, FLORIDA
By: Board of County Commissioners

By: Richard T. Crotty
County Mayor

ATTEST: Martha O. Haynie, County Comptroller
As Clerk of the Board of County Commissioners

By: Deputy Clerk

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