



Rick Staly, Sheriff

FLAGLER COUNTY SHERIFF'S OFFICE

"An honor to serve, a duty to protect."

PUBLIC MEETING

REGULAR MEETING OF THE FLAGLER COUNTY PUBLIC SAFETY COORDINATING COUNCIL

Date: Wednesday, July 8, 2020 @ 8:45 a.m.

**Location: Flagler County Emergency Operations Center
1769 E. Moody Blvd., Bldg. #3, Bunnell, FL 32110**

Purpose: Regular Meeting

Contact: Sheri Gopie, (386) 586-4891

PLEASE TAKE NOTICE THAT INDIVIDUAL COMMISSIONERS OF THE FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS MAY ATTEND THIS MEETING. THE COMMISSIONERS WHO ATTEND, WITH THE EXCEPTION OF BOARD MEMBERS WHO ALSO SERVE ON THIS COUNCIL, WILL NOT TAKE ANY ACTION OR TAKE ANY VOTE AT THIS MEETING. THIS IS NOT AN OFFICIAL MEETING OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY. THIS NOTICE IS BEING PROVIDED TO MEET THE SPIRIT OF THE SUNSHINE LAW TO INFORM THE PUBLIC THAT COMMISSIONERS MAY BE PRESENT AT THESE DISCUSSIONS.

PURSUANT TO SECTION 286.0105 OF FLORIDA STATUTES, IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD, AGENCY OR COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, PERSONS NEEDING ASSISTANCE TO PARTICIPATE IN THIS MEETING SHOULD CONTACT THE NUMBER LISTED ABOVE AT LEAST 48 HOURS PRIOR TO THE MEETING.

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**FLAGLER COUNTY
PUBLIC SAFETY COORDINATING COUNCIL
JULY 8, 2020 AGENDA**

- 1. Pledge of Allegiance**
- 2. Roll Call**
- 3. Welcome/Introduction - Chair Sheriff Rick Staly**
 - a. Organizational meeting
 - b. Statutory role and responsibilities of PSCC
- 4. Approval of Prior Meeting Minutes dated June 10, 2020**
- 5. Standing Committee Reports**
 - a. Jail Occupancy Report – Chief Daniel Engert
 - b. Mental Health Report – SMA Representative
- 6. Old Business**
 - a. Follow-up items from June PSCC meeting
 - b. Jail Occupancy Report – Chief Daniel Engert
 - c. Mental Health Report – SMA Representative
- 7. New Business**
 - a. Appointment of Secretary
 - b. Consideration and adoption of proposed by laws
 - c. Review of PSCC budget – Flagler County Financial Services Director John Brower
 - d. 2020/2021 PSCC Meeting Calendar – proposed quarterly meetings
 - a. 10/14/2020; 1/13/2021; 4/14/2021; 7/14/2021; 10/13/2021
- 8. Council Comments**
- 9. Public Comments**
- 10. Next Meeting:** October 14, 2020 at 8:45 a.m. at the Emergency Operations Center
- 11. Adjournment**

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**BYLAWS OF THE
FLAGLER COUNTY
PUBLIC SAFETY COORDINATING COUNCIL**

PART I: PURPOSE & INTENT

The Flagler County Board of County Commissioners established the Public Safety Coordinating Council in accordance with Florida Statute §951.26, as modified from time to time, to make recommendations to the Board of County Commissioners regarding the purposes for which the Council is established.

PART II: MEMBERSHIP

Section 1. MEMBERSHIP.

A. The Council membership shall consist of the following permanent councilmembers

- (1) The Chair of the Board of County Commissioners or commissioner designee
- (2) The State Attorney or designee
- (3) The Public Defender or designee
- (4) The Chief Circuit Judge or designee
- (5) The Chief County Judge or designee
- (6) The Chief Correctional Officer
- (7) The Sheriff or designee, if the Sheriff is not the Chief Correctional Officer

B. The Council membership shall also consist of the following councilmembers, appointed to a four-year term

- (1) The State Probation Circuit Administrator or designee
- (2) The Director of County Probation/Pretrial
- (3) The Director of a Local Substance Abuse Program
- (4) Representatives from county and state jobs programs and other community groups who work with offenders and victims, appointed by the chairperson of the board of county commissioners.

Section 2. COMPENSATION. All members of the Council shall serve without compensation; none are entitled to pension or retirement benefits for service on the Council.

PART III: CHAIR OF THE COUNCIL

Section 3. CHAIR. Except where otherwise required by statute or ordinance, the Council shall elect its Chair from among its members. The term of the Chair shall be one (1) year with eligibility for reelection with a maximum of two consecutive terms as Chair.

Section 4. DUTIES OF THE CHAIR. The duties and power of the Chair of the Council shall be as follows:

- A. To preside at all meetings of the Council;
- B. To call special meetings of the Council in accordance with these Bylaws;
- C. To sign documents within the purview and authority of the Council; and
- D. To see that all actions of the Council are properly taken.

PART IV: MEETINGS

Section 5. MEETINGS. Regular meetings of the Council shall be held at the call of the chair, no less than twice a year. Time and place of the meeting will be decided by the Chair, provided that reasonable advance notice is given to the Council and the public in accord with Florida's Sunshine Law. The Chair shall call special meetings if necessary, in accordance with this section of the Bylaws.

Section 6. QUORUM. The quorum required for a Council meeting shall constitute 50% plus one of the total number of permanent members of the Council to transact business of the Council. The only business that can be transacted in the absence of a quorum is (1) to adjourn; (2) to recess for a period of time within the same day; and (3) to continue any agenda item to a date and time certain.

Section 7. NOTICE OF INABILITY TO ATTEND MEETING. Each member of the Council that will not be able to attend a scheduled meeting shall, at the earliest possible opportunity, advise the staff liaison. The staff liaison shall notify the Chair in the event that projected absences will produce a lack of a quorum. If any appointed member of the Council fails to attend three (3) unexcused consecutive, regular meetings of the Council, the staff liaison shall notify the County Administrator, who shall take those steps necessary to fill the vacancy.

Section 8. VOTING. At all meetings of the Council, each member attending shall be required to cast a vote on all matters requiring action by the Council. Any member who has a conflict of interest on any issue being voted shall recuse themselves from voting on matters relating to the issue. The member must have a special gain or loss as defined by the Florida Commission on Ethics in order to have a conflict of interest. The member should consult with the County Administrator's office on whether a conflict exists. In the event of conflict, the

required form must be completed and made a part of the minutes. The conflict and recusal shall be stated in the minutes of the Council. Otherwise the member is required to cast a vote.

Section 9. PROCEEDING.

- A. The order of business, unless otherwise adopted by the members present, at all regular meetings shall be as follows:
 - (1) Roll call and Pledge of Allegiance
 - (2) Approval of minutes of previous meetings
 - (3) Agendaed items
 - (4) Adjournment
- B. Minutes will be taken and maintained by County staff. Copies of all minutes will be sent to each Flagler County Commissioner and the County Administrator.

Section 10. RULES OF PROCEDURE. All meetings of the Council shall be conducted with *Robert's Rules of Order Revised* as a guideline. The Council shall be governed by the Florida Sunshine Law, Public Records Law, Section 951.26 and 394.657, Florida Statutes, and these Bylaws.

Section 11. DEADLINE FOR AGENDA. The deadline for placement of an item on the agenda of the Council shall be ten (10) calendar days prior to any scheduled meeting.

Section 12. AMENDMENTS. These Bylaws may be amended at any meeting of the Council, provided that said notice of said proposed amendment is given to each member in writing at least five (5) business days prior to said meeting and the action is ratified by the Board of County Commissioners

Section 13. RELATION TO COUNTY COMMISSION RESOLUTIONS AND STATE LAWS. Any section or provision of any section of the Bylaws as adopted by the Public Safety Coordinating Council which conflicts with County resolution or State laws shall have no force and effect.

Section 14. MATTERS REFERRED BY THE FLAGLER COUNTY BOARD OF COUNTY COMMISSIONERS. Matters referred to the Council by the Board of County Commissioners shall be placed on the calendar for consideration and action at the first meeting of the Council after such referral.

Section 15. THESE BYLAWS SHALL BECOME EFFECTIVE IMMEDIATELY UPON RATIFICATION BY THE BOARD OF COUNTY COMMISSIONERS.

These Bylaws adopted this ____ day of _____, 2020.

David Sullivan, Chair
Flagler County Board of County
Commissioners

ATTEST:

Ralston Reodico, Recording Secretary

APPROVED AS TO FORM:

County Attorney

Ratified by the Board of County Commissioners: _____