

RESOLUTION \_\_\_\_\_

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA, REGARDING THE VICTIM SERVICES AND RAPE CRISIS CENTER ADVISORY COUNCIL; MODIFYING THE MEMBERSHIP AND QUALIFICATIONS, ESTABLISHING A QUORUM; ESTABLISHING THE RESPONSIBILITIES AND DUTIES; ESTABLISHING PROVISIONS FOR OPERATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on May 23, 2006, the Board of County Commissioners adopted Resolution 06-43 which established the Victim Services and Rape Crisis Center Advisory Council to assist and advise the Board County Commissioners, the Director of the Department of Community Support Services and the Victim Services & Rape Crisis Center Director in carrying out an effective Victim Services & Rape Crisis Center;

WHEREAS, the Board of County Commissioners wishes to amend and restate said resolution:

NOW, THEREFORE, THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA amends and restates Resolution 06-43 as follows:

Section 1. This resolution repeals all prior resolutions concerning the Victim Services and Rape Crisis Center Advisory Council.

Section 2. Advisory Council Established. The Board of County Commissioners of Alachua County, Florida ("County") hereby establishes the Victim Services and Rape Crisis Center Advisory Council ("Advisory Council").

Section 3. Membership and Qualifications.

A. The Advisory Council shall be composed of nine (9) voting citizen members, one (1) County Commissioner, and one alternate member.

B. All members shall be appointed by the Board of County Commissioners. Members shall be citizens of Alachua County and have an interest in the program. Applicants who live in Bradford and Union Counties will be considered for membership as the Alachua County Victim Services & Rape Crisis Center's service area includes these Counties.

C. Alternate members shall serve in the place of absent members, and shall have all rights and responsibilities of the absent member, including the right to vote. The attendance requirement detailed herein applies to alternate members.

D. The nine (9) citizen appointments plus one alternate appointment, shall be for two (2) year terms. In the event that a member's term expires and no new appointment has been made, the outgoing member may continue serving until an appointment has been made.

Section 4. Responsibilities and Duties. The responsibilities of the Advisory Council shall be:

A. To assist and advise the County on future policies and directions concerning the Victim Services and Rape Crisis Center in Alachua County.

B. To assist the County in promoting community awareness of the purposes and responsibilities of the Alachua County Victim Services and Rape Crisis Center.

C. To engage in an annual review of the Victim Services and Rape Crisis Center.

D. To adhere to the by-laws approved by the Advisory Council.

E. To elect officers pursuant to the by-laws.

F. To establish an annual work plan for the Advisory Council.

G. Comply with the State of Florida's Advisory Council requirements for certified rape crisis centers housed within a government entity as set forth by the Florida Council Against Sexual Violence.

Section 5. Operations. The Advisory Council shall be guided by the by-laws approved by the Advisory Council and the "Guidelines for Boards and Committees" set forth in the Alachua County Commission's Rules of Procedure. The by-laws shall include the following provisions and such other provisions as the Advisory Council may deem appropriate:

A. Elections. The Advisory Council shall elect one of its members as Chair, and such other officers as the Advisory Council deems necessary to meet its needs. All officers shall be elected on October 1 of each fiscal year or as soon thereafter as practical. The first elections shall be held at the first regularly scheduled meeting after appointment of the Advisory Council. All Advisory Council officers shall be elected by the

membership of the Advisory Council. Vacancies in offices shall be filled by election at the next regular meeting following the date the vacancy occurred.

B. Meetings. Meetings of the Advisory Council or any subcommittee thereof, shall be open to the public and the media and shall be conducted in compliance with the Sunshine Law, Section 286.011, Florida Statutes. The Advisory Council shall conduct all regular meetings, special meetings, and subcommittee meetings in a publicly owned or controlled building that is open to the public.

The County Manager or designee shall produce minutes of the meetings, which shall be submitted to the Advisory Council for approval.

The Chair shall preside and conduct meetings of the Advisory Council according to the most recent edition of Alice Sturgis' Standard Code of Parliamentary Procedure, insofar as said procedures do not conflict with Alachua County's charter or ordinances, Florida Statutes, or the Alachua County Commission's Rules of Procedure.

Special meetings may be called by the Chair or by any three (3) members of the Advisory Council upon forty-eight (48) hours written notice to all members; to the Director of Community Support Services; to the Director of the Victim Services and Rape Crisis Center; and to the County Manager or designee.

C. Agenda. The Chair shall be responsible for the meeting agenda. The County Manager or designee shall serve as staff liaison to the Advisory Council and shall aid in preparing and distributing the agenda prior to the meeting. The County Manager, or designee, or any member of the Advisory Council may place an item on the agenda by notifying the Chair.

D. Subcommittees. Subcommittees may be appointed by the Advisory Council or the Chair of the Advisory Council.

E. Quorum. A majority of the Advisory Council membership positions filled shall constitute a quorum. Recommendations and decisions of the Advisory Council must be made by a majority vote of those present and voting. Alternate members may vote and count towards a quorum when an appointed member is absent.

F. Attendance. The County Manager or designee shall attend all meetings of the Advisory Council, but shall not vote on any matter. The attendance policy for the

Advisory Council shall be in accordance with the “Guidelines for Boards and Committees” set forth in the Alachua County Commission’s Rules of Procedure.

G. Compensation. Members of the Advisory Council shall receive no compensation for the performance of their duties and responsibilities.

H. Reports. The Advisory Council shall submit all reports and communications directly to the County Commission Chair with a copy to the County Manager or designee. Any Advisory Council reports required by the Alachua County Commission’s Rules of Procedure shall be submitted in accordance with said Rules.

Section 6. Effective Date. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED in regular session, this \_\_\_\_ day of \_\_\_\_\_, 2024.

BOARD OF COUNTY COMMISSIONERS OF  
ALACHUA COUNTY, FLORIDA

By: \_\_\_\_\_

Charles "Chuck" Chestnut, IV, Chair

ATTEST:

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J. K. Irby, Clerk

(SEAL)

APPROVED AS TO FORM

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Alachua County Attorney