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ALACHUA COUNTY  
BOARD OF COUNTY COMMISSIONERS

**RESOLUTION 2019\_\_**

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA, RESCINDING AND RESTATING ALACHUA COUNTY RESOLUTION 2016-21, ESTABLISHING THE ALACHUA COUNTY VETERAN SERVICES ADVISORY BOARD;. ESTABLISHING THE MEMBERSHIP AND QUALIFICATIONS; ESTABLISHING THE RESPONSIBILITIES AND DUTIES; ESTABLISHING PROVISIONS FOR OPERATION; DISSOLVING ALL BY LAWS OF THE ALACHUA COUNTY VETERAN SERVICES ADVISORY BOARD; PROVIDING AN EFFECTIVE SUNSET DATE OF DECEMBER 31, 2022.

WHEREAS, on July 12, 1983, the Board of County Commissioners of Alachua County adopted Resolution 83-50 to establish the Alachua County Veteran Services Advisory Board;

and

WHEREAS, the Board of County Commissioners of Alachua County subsequently amended Resolution 83-50 by Resolutions 88-68, 93-89 and 01-57, and rescinded and restated Resolution 83-50 as Resolution 04-114; 10-071 and Resolution 2016-021; and

WHEREAS, the Board of County Commissioners rescinded and restated Resolution 10-071 as Resolution 16-021 on February 23, 2016; and

WHEREAS, the Board of County Commissioners of Alachua County rescinded and restated Resolution 16-021 as Resolution 17-03; and

WHEREAS, the Board of County Commissioners of Alachua County wishes to rescind and restate Resolution 17-03 in order to modify the membership and change the agencies represented on the Advisory Board to include a modification of the sunset date.

1 NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY  
2 COMMISSIONERS OF ALACHUA COUNTY, FLORIDA:

3 1. Resolution 2017-03 is hereby rescinded and restated as follows:

4 Section 1. The Board of County Commissioners of Alachua County, Florida ("County"),  
5 hereby establishes the Veteran Services Advisory Board ("Advisory Board").  
6

7 Section 2. The Advisory Board shall consist of no more than sixteen (16) members and  
8 one alternate member appointed by the County. Ten (10) members shall represent specified  
9 veteran organizations, and seven (7) members, including the alternate member, shall be citizens  
10 who are veterans. All appointments shall be for four (4) year terms, staggered.  
11

12 A. Representatives of veterans' organizations. One member shall be appointed to  
13 represent each of the following organizations:  
14

- 15 1) The American Legion
- 16 2) Disabled American Veterans
- 17 3) Veterans of Foreign Wars of the United States
- 18 4) North Florida South Georgia Veterans Health System-Malcolm Randall  
19 VA Medical Center
- 20 5) Marine Corps League
- 21 6) Military Officers Association of America
- 22 7) Vietnam Veterans of America
- 23 8) Military Order of the Purple Heart
- 24 9) Korean War Veterans of America
- 25 10) Post- Secondary Educational Institution (Veteran's Program)  
26

27 Each organization nominee shall be nominated by the Commander or Leader of the  
28 organization being represented. The Board of County Commissioners may appoint or  
29 reject the nominations.  
30

31 B. Members who do not represent organizations. Vacancies for the remaining seven  
32 (7) positions, including the alternate, shall be advertised and appointed by the Board of County  
33 Commissioners, and shall represent the following categories of citizens:  
34

- 35 1) Gulf War Veteran - one member
- 36 2) Post-911 Veteran - one member
- 37 3) Citizens at large who are Veterans - 4 members
- 38 4) Alternate who is also a Veteran  
39

40 Section 3. The responsibilities of the Advisory Board shall be to:

- 41 A. Prepare and update an Annual Work Plan and Report of Accomplishments;
- 42 B. Review provisions for operation of the Advisory Board.  
43

- 1 C. Make recommendations to the Board of County Commissioners regarding the
- 2 Veteran Community in Alachua County;
- 3 D. Receive reports from Alachua County Veteran Services.
- 4 E. Assist and advise the County on future policies and directions concerning
- 5 Veterans;
- 6 F. Promote community awareness of the Alachua County Veteran Services Office,
- 7 and Veteran organizations; and
- 8 G. Carry out the responsibilities of a Community Veteran Engagement Board, in
- 9 order to work with the Department of Veterans Affairs.

10  
11 Section 4. The Advisory Board

- 12
- 13 A. Shall comply with the “Advisory Boards and Committees Guidelines” set forth in
- 14 the Alachua County Commission’s Rules of Procedure.
- 15

16 Section 5. Operation of the Advisory Board:

- 17
- 18 A. Elections. The Advisory Board shall annually elect one of its members as Chair,
- 19 and such other officers as the Advisory Board deems necessary to meet its needs.
- 20 Vacancies in offices shall be filled by election at the next regular meeting
- 21 following the date the vacancy occurred.
- 22
- 23 B. Meetings. Meetings of the Advisory Board or any subcommittee thereof, shall be
- 24 open to the public and shall be conducted in compliance with the Sunshine Law,
- 25 Section 286.011, and Florida Statutes. The Advisory Board may meet monthly.
- 26 The County staff liaison shall produce minutes of the meetings, which shall be
- 27 submitted to the Advisory Board for approval.
- 28
- 29 C. The Chair shall preside over and conduct meetings of the Advisory Board
- 30 according to the most recent edition of *The Standard Code of Parliamentary*
- 31 *Procedure*. Special meetings may be called by the Chair or by any three (3)
- 32 members of the Advisory Board upon forty-eight (48) hours’ written notice to all
- 33 members and to the County Manager, or designee.
- 34
- 35 D. Agenda. The Chair shall be responsible for the meeting agenda. The County
- 36 Manager, or designee, shall serve as staff liaison to the Advisory Board and
- 37 shall aid in preparing and distributing the agenda prior to the meeting. The
- 38 County Manager, or designee, or any member of the Advisory Board may place
- 39 an item on the agenda by notifying the Chair prior to the preparation of the
- 40 agenda.
- 41
- 42 E. Subcommittees. The Chair with the approval of the Advisory Board
- 43 may appoint subcommittees. All subcommittees must comply with this
- 44 Resolution as if such was operating as the Advisory Board.
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F. Quorum. A quorum is determined according to the Alachua County Advisory Boards and Committees Guidelines. Recommendations and decisions of the Advisory Board must be made by a majority vote of those present and voting.

G. Attendance. The County Manager, or designee, shall attend all meetings of the Advisory Board, but shall not vote on any matter. The attendance policy for the Advisory Board shall be in accordance with the attendance policy for boards and committees set forth in the Alachua County Advisory Boards and Committees Guidelines.

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

2. This resolution shall take effect immediately upon its adoption.

DULY ADOPTED in regular session, this \_\_\_\_ of \_\_\_\_\_

BOARD OF COUNTY COMMISSIONERS  
OF ALACHUA COUNTY, FLORIDA

ATTEST:

By: \_\_\_\_\_  
Chair, Robert Hutchinson

\_\_\_\_\_  
Jess. K. Irby, Esq. Clerk  
(SEAL)

APPROVED AS TO FORM  
  
\_\_\_\_\_  
Alachua County Attorney