

**BEFORE THE BOARD OF COUNTY COMMISSIONERS
MARTIN COUNTY, FLORIDA**

RESOLUTION NUMBER 17-1.6

**REGARDING THE ESTABLISHMENT OF THE
ANIMAL CARE AND CONTROL OVERSIGHT BOARD**

WHEREAS, the Martin County Board of County Commissioners (Board) have determined that an advisory board should be established to provide oversight of the care and control of domestic animals through ordinances, policies, requirements fulfillment of specific and related contract(s) and make recommendations regarding animal care and control initiatives deemed important by the Board;

WHEREAS, the Board deems it advisable to set forth certain procedural details for the Animal Care and Control Oversight Board.

NOW THEREFORE BE IT RESOLVED THAT, the Board hereby establishes the Animal Care and Control Oversight Board (ACCOB) and adopts the following procedures:

1. POWERS & DUTIES

The ACCOB is hereby created and shall have the duty and responsibility to advise/make recommendations to the Board regarding the care and control of domestic animals through ordinances, policies, requirements fulfillment of specific and related contract(s) and make recommendations regarding animal care and control initiatives authorized by the Board.

2. MEMBERSHIP/COMPOSITION

The ACCOB shall be comprised of five (5) members. The Board shall appoint four (4) at-large members who are required to be Martin County residents licensed in Veterinary Medicine or are animal care professionals with shelter experience. The entity contracted for the provision of animal care, control, and disposition services is authorized to appoint one (1) representative.

The Martin County Sheriff is authorized to designate a liaison from the Martin County Sheriff's Office Animal Services Unit.

3. MEETINGS

The ACCOB shall meet quarterly or more frequently as directed by the ACCOB Chair or a majority of the members. Four members shall constitute a quorum for the purpose of conducting meetings. Failure to attend three consecutive meetings is grounds for automatic removal from the committee. Representatives of the Martin County Sheriff and animal care, control, and disposition services vendor shall be exempt from the attendance requirement.

4. TERMS

The term of each member shall be determined at the time of their appointment. At the initial appointment to the ACCOB the terms of office of the members shall be for 4 years, except that three of the members first appointed shall be designated to serve terms of 1, 2, and 3 years, respectively, from the date of their appointments, and all other members shall be designated to serve for terms of 4 years from the date of their appointments. A vacancy occurring during a term shall be filled for the unexpired term. Each member shall hold office until his or her successor has been appointed and has qualified. Appointments for the representatives of the Martin County Sheriff and animal care, control, and disposition services vendor shall be at the discretion of the appointing authority.

5. MINUTES

The ACCOB shall take and maintain minutes of each of its meetings, which shall be filed with the Clerk of the Circuit Court and Comptroller after approval by the ACCOB.

6. SUNSHINE LAW AND PUBLIC RECORDS LAW

Meetings of the ACCOB shall be public meetings conducted pursuant to Section 286.011, Florida Statutes, (Sunshine Law) including, but not limited to, the creation of minutes of each meeting and Chapter 119, Florida Statutes (Public Records Law).

DULY PASSED AND ADOPTED THIS TENTH DAY OF JANUARY 2017.

BOARD OF COUNTY COMMISSIONERS
MARTIN COUNTY, FLORIDA

ATTEST:


CAROLYNN TIMMANN, CLERK OF THE
CIRCUIT COURT AND COMPTROLLER


DOUG SMITH, CHAIRMAN

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY


SARAH WOODS, ACTING COUNTY ATTORNEY

