



## OFFICE OF MAYOR LENNY CURRY

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### EXECUTIVE ORDER NO. 2016-04

**TO:** All Elected Officials, Department Heads, Division Chiefs, Independent Agencies, Authorities, Boards, Commissions and Councils

**FROM:** Lenny Curry, Mayor

**SUBJECT:** Northeast Florida Veterans Council

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By virtue of the authority vested in me as Mayor by the Charter of the City of Jacksonville and as Chief Executive and Administrative Officer of the Consolidated Government, it is hereby ordered as follows:

**Section 1. Background.** The City of Jacksonville ("City") is truly fortunate and proud to have among its citizens thousands of active duty members and veterans of the United States Armed Forces. A variety of American Legion Posts, Veterans of Foreign Wars Posts, Disabled American Veterans Chapters, retirees, enlisted and officers associations and veterans serving organizations now exist in Duval County. In addition, the City's Military Affairs and Veterans Department (MAVD) provides services to and advocates and hosts events and ceremonies for the active duty military and veterans population.

Each year, there are many community activities in which the veteran's community participates, including parades and social gatherings on Memorial Day, Armed Forces Day, Independence Day, Purple Heart Day, Veterans Day and other days set aside to honor and remember the services and sacrifices of our veterans. Because the City is so proud to have so many members of the active military and veterans as part of the community and because the City wishes to effectively coordinate its efforts with the members of the veteran community throughout the year, I have determined to create a Northeast Florida Veterans Council within the Executive Branch of the City government.

**Section 2. Council Membership; terms of appointments; vacancies.** There is hereby created a Northeast Florida Veterans Council (the "Council" or "NEFLVC") composed of twenty-one (21) voting and two non-voting and ex-officio members selected from the following

organizations with a current non-profit organization status registered with the IRS or the State of Florida:

American Legion 5<sup>th</sup> District

American Legion Post 9  
American Legion Post 88  
American Legion Post 129  
American Legion Post 137  
American Legion Post 197 and Auxiliary Unit 197  
American Legion Post 233 and Auxiliary Unit 233 (Palm Valley)  
American Legion Post 244  
American Legion Post 283 and Auxiliary Unit 283 (Arlington)  
American Legion Post 316 (Atlantic Beach)

Veterans of Foreign Wars 6<sup>th</sup> District

Veterans of Foreign Wars Post 1689  
Veterans of Foreign Wars Post 3270 (Jacksonville Beach)  
Veterans of Foreign Wars Post 4761  
Veterans of Foreign Wars Post 5968 (Orange Park)  
Veterans of Foreign Wars Post 7909  
Veterans of Foreign Wars Post 10095 (Oceanway)

Other Veteran Serving Organizations

Disabled American Veterans Chapter 1  
Disabled American Veterans Chapter 7  
Disabled American Veterans Chapter 38 (Orange Park)  
Air Force Sergeants Association  
Filipino American Veterans Society  
Florida Fallen Heroes  
Gold Star Mothers  
Korean War Veterans Associations  
Military Order of the Purple Heart, Chapter #524  
Missing in America Project  
Navy Wives Club, Daughters in Dixie  
Navy League  
NEFL Women Veterans Association  
Women Army Corps Chapter #56  
Montford Point Marines Association Chapter #29  
Fleet Reserve Association Branch #126  
U. S. Coast Guard Auxiliary  
Vietnam Veterans of America, Chapter #1046  
La Societe des 40 Hommes et 8 Chavaux Locales 1604 (Honor Society of American Legion)

The voting members representing the above listed organizations shall be selected by the Commander/President of the respective organizations and such Commander/President shall provide MAVD with the name of the member selection. The voting members shall serve for a one-year term. Any vacancies regarding a particular organization shall be filled by the Commander/President of the respective organization. If a member from an organization fails to attend three (3) successive meetings of the Council, the Council may declare such member's office vacant. The non-voting, ex-officio members shall serve while they hold their positions. Additional organizations may be added by a super-majority vote of fourteen (14) of the NEFLVC members.

**Section 3. Purposes and functions.** The NEFLVC exists to cooperate with local, state and national social services and welfare agencies in programs relating to the welfare of veterans, military personnel and their dependents. The purposes and functions of the NEFLVC include:

- a) To act a liaison between veteran serving organizations in the community and MAVD;
- b) To improve communication, coordination, and support between veteran serving organizations and MAVD on matters affecting veterans;
- c) To aid and support the MAVD in the events, ceremonies, outreach activities and veterans-related social services efforts;
- d) To actively engage in providing support for area veterans through events, fundraisers, and philanthropic efforts; and
- e) To plan, coordinate and assist the City or others in establishing any other programs that may be deemed advisable by the Council in serving the best interests of the veterans and military community and their dependents.

**Section 4. Officers; Duties.** The Council shall have a Chairman, a 1<sup>st</sup> Vice Chairman, a 2<sup>nd</sup> Vice Chairman, a Secretary, and such officers as it may choose to create in its rules of procedure. The officers shall be chosen from among the voting members of the Council, shall be elected by simple majority of the Council at its initial meeting and shall serve for a year. Term limits of two terms shall be in effect, unless a supermajority of voting members approve, but only for one additional term. All officers shall take their office promptly upon election. They shall serve until the conclusion of their term or in the event of resignation or inability to continue to serve until their respective successors are elected and take office.

The Chairman shall preside over all regular and special meetings of the Council. If the Chairman is unable to attend a meeting the 1<sup>st</sup> or 2<sup>nd</sup> Vice Chairman shall preside. If the Chairman and both Vice Chairmen are unable to attend, the Secretary shall preside. If all officers are unable to attend, the Council shall elect an acting Chairman for the meeting.

The Chairman shall sign all formal motions and resolutions adopted by the Council and shall arrange for their dissemination to all persons concerned. The Chairman shall appoint Ad Hoc Committees as deemed necessary by the Chairman or the Council.

The Vice Chairman shall preside over meetings in the absence of the Chairman and perform other duties as may be assigned by the Chairman or the Council.

The Secretary shall keep the official minutes, agendas, and records of the Council and perform other duties as may be assigned by the Chairman or Council.

**Section 5. Meetings; Notice; Public Records.** The Council shall schedule regular, special, and annual meetings deemed necessary to perform Council functions. The Council meeting shall be on the third Tuesday of the month and held in City Hall, 117 West Duval Street, Jacksonville, Florida. The Council shall provide its members at least 72 hours advance notice of its meetings and provide the public such notice of its meetings as is required by law. The Council shall be subject to the Government in the Sunshine requirements of Chapter 286, Florida Statutes, and Section 122.105, Ordinance Code. The minutes, resolutions, and other official records of the Council shall be public records as provided by law, including Chapter 119, Florida Statutes.

**Section 6. Rules.** The Council is authorized to adopt, amend, and repeal rules of procedure for its organization and governance, provided such rules are not inconsistent with this Executive Order.

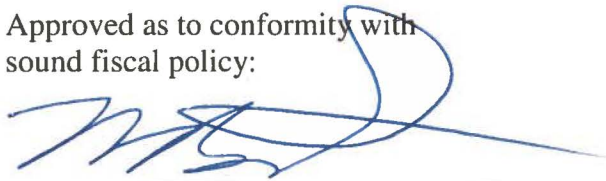
**Section 7. Administrative Support.** MAVD shall provide the Council administrative support, including clerical, technical, and professional services from available personnel as authorized by the Director of MAVD.

**Section 8. Additions to Duval County Veterans Memorial Wall.** MAVD staff will inform the Council annually at a regular scheduled monthly meeting of the names to be added to the Duval County Veterans Memorial Wall ("Memorial Wall"). All additions to the Memorial Wall shall meet the following criteria:

- a) The deceased was on active duty military at time of death; and
- b) Duval County was the legal residence of the deceased -- using same criteria as Supervisor of Elections, Highway Safety and Motor Vehicles, or Tax Collector; or the deceased attended a Duval County High School; and
- c) The death of the deceased occurred while the United States was involved in a declared war; and
- d) The cause of death for the individual to be added to the Memorial Wall cannot have occurred during the commission of a felony.

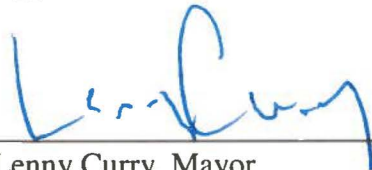
Members of the public shall be permitted to nominate veterans (who must meet the criteria listed above) for inclusion on the Memorial Wall subject to confirmation by MAVD. A nomination form will be available to the public on the [coj.net](http://coj.net) MAVD website.

Approved as to conformity with  
sound fiscal policy:



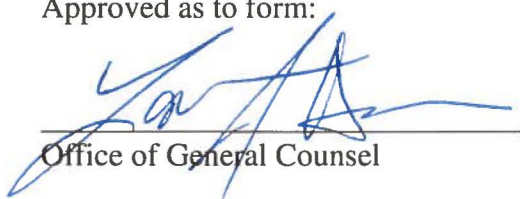
Director of Finance

Approved and Issued:



Lenny Curry, Mayor

Approved as to form:



Office of General Counsel

Approval Date: 11/11/2016

Effective Date: 11/11/2016