

**Osceola County
Local Mitigation Strategy
Working Group
Bylaws**

2025

Osceola County Local Mitigation Strategy Working Group Bylaws

ARTICLE I. PURPOSE OF OSCEOLA COUNTY LOCAL MITIGATION STRATEGY WORKING GROUP

The purpose of the Osceola County Local Mitigation Strategy (LMS) Working Group is to decrease the vulnerability of the citizens, governments, businesses, and institutions of Osceola County, Florida, to the future human, economic, and environmental costs of disasters through the development and maintenance of a Local Mitigation Strategy. The LMS Working Group develops, implements, monitors, and maintains the local plan for hazard mitigation. Establishing and maintaining a Local Mitigation Strategy and formal LMS Working Group is required by Chapter 27P-22 of the Florida Administrative Code for any county electing to participate in the Hazard Mitigation Grant Program.

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ARTICLE II. ORGANIZATIONAL COMPOSITION

The organizational composition of the LMS Working Group shall be as follows:

A. The LMS Working Group

According to 27P-22.004 FAC, each county electing to participate in the HMGP must have a formal LMS Working Group, which at a minimum shall include:

- (a) Representation from various agencies of county government which may include, but not be limited to, planning and zoning, roads, public works and emergency management;
- (b) Representation from all interested municipalities within the county; and
- (c) Representation from interested private organizations, civic organizations, trade and commercial support groups, property owners associations, Native American Tribes or authorized tribal organizations, water management districts, regional planning councils, independent special districts and non-profit organizations.

Osceola County's LMS Working Group shall consist of designated representatives according to the guidelines cited above and as approved through a simple majority vote by the LMS Working Group.

B. Membership and Participation

Participation in the Osceola County LMS Working Group is voluntary by all participating individuals and entities and is open to all jurisdictions, organizations, and individuals supporting its purposes. With the exception of those individuals from the general public that are approved by the LMS Working Group to participate, participants shall be considered to be the recognized organization and not a specific person or position within that organization. There are three types of LMS Working Group participants, which include General Members, Categorical Group Members, and Non-Voting Participants.

General Member

- The Local Mitigation Strategy (plan) must be officially adopted by the organization to be eligible for General Membership

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- The administrator/executive of the organization will designate one individual to serve as the primary representative and one individual to serve as the alternate representative for each LMS Working Group seat, which will be documented through an annual letter of designation as requested by the LMS Working Group Secretary
- Osceola County Board of County Commissioners, City of Kissimmee, and City of Saint Cloud shall each have three LMS Working Group seats; all other General Members shall have one seat
- Individuals in the primary and alternate representative roles for their organization will serve as the official spokespersons for their organization regarding the activities and decisions of the Osceola County LMS Working Group
- An updated letter of designation will also be required whenever an organization changes their designees

Categorical Group Member

- Categorical Group Membership is reserved for those organizations and individuals that do not have a formal mechanism for official Local Mitigation Strategy (plan) adoption in place
- The three Categorical Groups include Private Sector, Non-Profit Sector, and Public At Large
- The administrator/executive of each Categorical Group Member organization will designate one individual to serve as its primary representative and one individual to serve as its alternate representative, which will be documented through an annual letter of designation as requested by the LMS Working Group Secretary
- An updated letter of designation will also be required whenever an organization changes their designees
- Each Categorical Group will have one LMS Working Group seat
- Both the Private Sector and Non-Profit Categorical Groups will have one organization to serve as the primary representative and a

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second (if available) organization to serve as the alternate representative for the Categorical Group seat; These assignments will be determined through a simple majority vote by the LMS Working Group

- The LMS Working Group will determine through a simple majority vote which individuals will serve as the primary and alternate representatives for the Public At Large Categorical Group
- The designated primary and alternate representatives for each Categorical Group will be rotated among the Members within each Categorical Group on an annual basis as determined by the LMS Working Group
- Changes in the primary and alternate representative assignments will be made at the last general meeting of the calendar year and take effect at the beginning of the next calendar year
- As deemed appropriate by the LMS Working Group and approved through a simple majority vote, additional Categorical Groups may be established

Non-Voting Participant

- Any individuals and organizations that do not adopt the Local Mitigation Strategy (plan) and do not fit into one of the three categorical membership groups may still be a part of the LMS Working Group as a “Non-voting Participant”
- Non-voting Participants may participate in any general meetings, subcommittee meetings, and special meetings, but will not have a vote for any official actions taken by the LMS Working Group

A list of Members and participants shall be maintained by the LMS Working Group Secretary. This list shall be reviewed and approved a minimum of once annually by the LMS Working Group. Any changes to the member list and approval of the list shall be made by a simple majority vote of the LMS Working Group.

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ARTICLE III. OFFICERS

Chairperson

The Director of Osceola County's Office of Emergency Management shall be the Chairperson of the LMS Working Group, unless he/she chooses to appoint a Chairperson from the Emergency Management Staff. If the Office of Emergency Management is without a Director, the appointment shall stand until the position is filled, after which the new Director may choose to serve as the Chairperson, retain the appointee, or make a new appointment.

Vice-Chairperson

The Vice-Chairperson is a position elected by the LMS Working Group and will fulfill the duties and responsibilities of the Chairperson in their absence. The Vice-Chairperson will serve a term of one year and be eligible for re-election annually. The election of the Vice-Chairperson shall be held at the final meeting of each calendar year and take effect at the beginning of the next calendar year. In the event the position becomes vacant, the LMS Working Group will elect a replacement.

Secretary

The Chairperson will appoint a Secretary to provide administrative support to the LMS Working Group. This will include documenting the membership list, the project priority list, and meeting minutes. Other jurisdictions and organizations may also provide such services on a voluntary basis upon request of the Office of Emergency Management and/or the Chairperson of the LMS Working Group.

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ARTICLE IV. RESPONSIBILITIES

A. LMS Working Group

As outlined in 27P-22.004 FAC, the LMS Working Group will have the following responsibilities:

- (a) To designate a Chairperson and Vice-Chairperson;
- (b) To develop and revise an LMS as necessary;
- (c) To coordinate all mitigation activities within the County;
- (d) To set an order of priority for local mitigation projects; and
- (e) To submit annual LMS updates to the Division by the last working weekday of each January. Updates shall address, at a minimum:
 - 1. Changes to the hazard assessment;
 - 2. Changes to the project priority list;
 - 3. Changes to the critical facilities list;
 - 4. Changes to the repetitive loss list; and
 - 5. Revisions to any maps

The LMS Working Group makes assignments to Subcommittees, coordinates their work, and takes action on their recommendations.

B. Subcommittees

The Chairperson may designate Subcommittees as needed. Subcommittee membership is open to the participating jurisdictions, organizations, and individuals. Subcommittees may be established at any time for special purposes by the Chairperson. No official action may be taken solely by a Subcommittee or during a Subcommittee meeting, as all actions must be made through a vote of the LMS Working Group at large.

The responsibilities of Subcommittees will be defined at the time they are established by the Chairperson of the LMS Working Group. The Subcommittee Chairperson or designee must document Subcommittee participants and meeting attendance, as well as provide a summary of any meetings to the LMS Working Group at large during the next general meeting or special meeting as appropriate. Scheduling Subcommittee meetings is at the discretion of its Subcommittee Chairperson. As appropriate, individuals and organizations that

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are not part of the LMS Working Group may be invited to be an active participant in Subcommittee meetings.

Standing Subcommittees include the following:

- Public Involvement Subcommittee: This Subcommittee will work to increase and improve public participation in the LMS Working Group. Activities of the Subcommittee will include public awareness campaign development, promotional material development, participant and member recruitment, public input solicitation to include surveys, and public outreach.
- Project Evaluation Subcommittee: This Subcommittee is responsible for reviewing and scoring new project proposals and conducting reviews and audits of already approved projects.
- Substantial Damage Evaluation Subcommittee: This Subcommittee will evaluate the assessments and determinations made by local National Flood Insurance Program participants to ensure compliance with Federal codes and regulations. The Subcommittee will support the efforts of local floodplain administrators.
- Bylaws and Procedures Subcommittee: This Subcommittee will review the LMS Working Group Bylaws and Procedures as appropriate.

C. Officers

Chairperson

The Chairperson presides at each LMS Working Group meeting and is responsible for the organization of meetings, public notices, and establishing Subcommittees, including assigning the personnel to staff them. The Chairperson will serve as the primary representative and signatory of the LMS Working Group.

Vice-Chairperson

The Vice-Chairperson will fulfill the duties and responsibilities of the Chairperson in their absence.

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Secretary

The LMS Working Group Secretary is responsible for providing technical, clerical, and other types of support activities to the LMS Working Group and Subcommittees. The LMS Working Group Secretary shall be responsible for coordinating LMS Working Group meetings, recording LMS meeting minutes, and maintaining the current project priority list as approved by the LMS Working Group.

In such case when both the Chairperson and Vice-Chairperson are not able to attend a regular meeting, and that meeting cannot be rescheduled due to the advance notice requirements described herein, the LMS Working Group Secretary shall conduct the meeting.

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ARTICLE V. ACTIONS BY OSCEOLA COUNTY LMS WORKING GROUP

A. Authority for Actions

Only the LMS Working Group has the authority to take final actions in the name of the Osceola County LMS Working Group. Actions proposed by Subcommittees or program staff are not considered final until affirmed by action of the LMS Working Group at large.

B. Meetings, Voting, and Quorum

The LMS Working Group meets quarterly, but no less than three times per year. Any meetings where official actions will be taken, including General Quarterly meetings and special meetings as appropriate, shall be public meetings and appropriately advertised in accordance with local policy, as well as any governing statute or authority. Meetings of the LMS Working Group will be conducted in accordance with general parliamentary procedure. This may include in-person, remote, and hybrid (in-person with remote participation option) meetings.

Each LMS Working Group seat shall have one vote, assigned to the primary organization representative. Alternate representatives will have the authority to vote or take other actions on behalf of the designated Member organization in the absence of the primary representative.

All final actions and decisions made in the name of the LMS Working Group will be by a simple majority affirmative vote of a quorum of the LMS Working Group. A quorum shall be fifty one percent of the total number of Members at the time of the vote. Only Members in good standing may vote. Any Member that has missed two or more consecutive meetings shall be deemed to be in poor standing. The LMS Working Group Secretary shall maintain a current LMS Working Group membership list of active Members in good standing, which shall be made available at the start of each meeting.

In such a case when the Vice-Chairperson is serving in the absence of the Chairperson, the Member organization to which the Vice-Chairperson belongs may choose to have another representative from the organization serve in the role of General Member representative. When this occurs, the Vice-

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Chairperson shall not have a vote to ensure the Member organization is not allocated an additional vote. If the vote in such a scenario results in a tie, the issue shall die on the floor.

Whenever there exists a conflict of interest other than that inherent with serving as a project sponsor, any involved LMS Working Group members shall recuse themselves from voting on any associated actions.

C. Documentation of Actions

All meetings and other forms of action by the LMS Working Group and Subcommittees will be documented and made available for inspection by the public upon an appropriate public records request to the Osceola County records custodian. All supporting documentation for each general LMS Working Group meeting, including agendas and minutes, shall be made available to the LMS Working Group for review at least seven days prior to a meeting. This documentation will also be made publicly available prior to each meeting.

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ARTICLE VI. ADOPTION OF AND AMENDMENTS TO THE BYLAWS

The bylaws of the Osceola County LMS Working Group may be amended and adopted by a simple majority vote of the LMS Working Group at large.

ARTICLE VII. DISSOLUTION OF THE LMS WORKING GROUP

The Osceola County LMS Working Group may be dissolved by affirmative vote of 100% of the voting members of the LMS Working Group at the time of the vote, by order of a court of competent jurisdiction, and/or by instruction of the Osceola County Board of County Commissioners. At the time of dissolution, all remaining documents, records, equipment, and supplies belonging to the Osceola County LMS Working Group will be transferred to the appropriate entities as noted by the dissolving LMS Working Group or as mandated by the State.

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Record of Changes	
Date	Summary of Changes
December 15, 2004	<ul style="list-style-type: none"> Initial approval of Bylaws
March 16, 2005	<ul style="list-style-type: none"> Amended to exclude “Special Vote” language
May 13, 2009	<ul style="list-style-type: none"> Amended to allow for restructuring during the Local Mitigation Strategy rewrite Removal of “Task Force” and “Steering Committee”
February 25, 2015	<ul style="list-style-type: none"> Amended to allow for changes in organizational structure Replacement of “Ad Hoc Committees” with “Subcommittees” Amended “good standing” verbiage for membership Public Membership
August 10, 2017	<ul style="list-style-type: none"> Amended to allow for a clarification by changing the wording from “as deemed by the Chairperson” to “as deemed by the Working Group” within Article V Section B
June 11, 2020	<ul style="list-style-type: none"> Amended to define membership, quorum requirements, voting rights, and funding rights Removed “Technical Working Groups” General format and language revisions
September 11, 2025	<ul style="list-style-type: none"> General format and language revisions Removed duplicative language from Amended to define participant types, to include “General Member”, “Categorical Group Member”, and “Non-Voting Participant” Added language to clarify Categorical Group Member representative rotation process Added language to detail existing Subcommittees Amended to include language clarifying requirement for General Members to adopt the Local Mitigation Strategy Amended to include remote and hybrid meeting types

Local Mitigation Strategy (LMS) Working Group Bylaws

2025

Bylaws of the Osceola County LMS Working Group For Local Mitigation Strategy Development

ARTICLE I. PURPOSE OF OSCEOLA COUNTY LMS WORKING GROUP

The purpose of the Osceola County LMS Working Group is to decrease the vulnerability of the citizens, governments, businesses and institutions of Osceola County, Florida, to the future human, economic, and environmental costs of disasters through the development and maintenance of a Local Mitigation Strategy. The LMS Working Group develops, monitors, and maintains a local strategy for hazard mitigation and post-disaster redevelopment. Establishing and maintaining a Local Mitigation Strategy and formal LMS Working Group is required by Chapter 9G-22 of the Florida Administrative Code for any county electing to participate in the Hazard Mitigation Grant Program.

ARTICLE II. ORGANIZATIONAL STRUCTURE

The organizational structure for the Local Mitigation Strategy Working Group shall be **as** follows:

A. The LMS Working Group

The LMS Working Group shall consist of designated representatives according to Article 27P-22 of the Florida Administrative Code and Title 44 Code of Federal Regulations s201.6. The LMS Working Group shall include ~~Member~~ representation from the following:

Add categories as listed in F.A.C. 2) The Working Group shall include, at a minimum: (a) Representation from various agencies of county government which may include, but not be limited to, planning and zoning, roads, public works and emergency management; (b) Representation from all interested municipalities within the county; and (c) Representation from interested private organizations, civic organizations, trade and commercial support groups, property owners associations, Native American Tribes or authorized tribal organizations, water management districts, regional planning councils, independent special districts and non-profit organizations.

- Osceola County Office of Emergency Management
- Various agencies of Osceola County government which may include, but not be limited to, Planning and Zoning, Roads, and Public Works
- Each Osceola County municipality
- Interested entities such as Independent Special Districts, Non-Profit Organizations, Native American Tribes or Authorized Tribal Organizations, School Districts, and Water Management Districts that are approved by the LMS Working Group
- Other interested individuals **or organization** from the general public that are approved by the LMS Working Group

B. Membership

Participation in the Osceola County LMS Working Group is voluntary by all participating entities. Membership in the Osceola County LMS Working Group is open to all jurisdictions, organizations and individuals supporting its purposes. With the exception of those individuals from the general public that are approved by the LMS Working Group to participate, a Member shall be considered to be the recognized organization and not a specific person or position within that organization.

A list of Members shall be maintained by ~~Program Staff~~ **the LMS Working Group Secretary**. This list shall be reviewed and approved **a minimum of once** annually by the LMS Working Group ~~at the last meeting of the calendar year~~. Any suggested changes to the Member list and approval of the list shall be made by a majority vote of the LMS Working Group.

A primary representative and ~~up to two (2)~~ **one (1) alternate** representatives for each LMS Working Group Member organization ~~seat are to will~~ be appointed by the ~~manager~~ **administrator/executive or designee** of their organization, **which will be documented through a letter of appointment**. **These individuals will** ~~to~~ serve as the official representatives and spokespersons for their ~~jurisdiction or~~ organization regarding the activities and

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decisions of the Osceola County LMS Working Group. ~~Designated governmental voting members are appointed by the managers of their jurisdiction by an official letter of designation.~~

~~C. Program Staff~~

~~The Osceola County Office of Emergency Management will provide and/or coordinate for an individual to serve as the program staff to provide administrative support to the LMS Working Group.~~ (Moved to ARTICLE III. OFFICERS)

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ARTICLE III. OFFICERS

~~The Osceola County Office of Emergency Management will provide and/or coordinate for an individual to serve as the program staff to provide administrative support to the LMS Working Group.~~ Moved to Secretary description

Chairperson

~~The Chairperson of the LMS Working Group shall be the Director of Osceola County's Office of Emergency Management, unless he/she chooses to appoint the Chairperson from the Emergency Management Staff.~~ Reworded

The Director of Osceola County's Office of Emergency Management shall be the Chairperson of the LMS Working Group, unless he/she chooses to appoint a Chairperson from the Emergency Management Staff. If the Office of Emergency Management is without a Director, the appointment shall stand unless a new Director elects to serve in the capacity of Chairperson.

~~The Chairperson presides at each LMS Working Group meeting and is responsible for the organization of meetings, public notices, establishing Subcommittees and assigning the personnel to staff them.~~ Moved to ARTICLE IV. RESPONSIBILITIES C. Officers

Vice Chairperson

The Vice-Chairperson ~~of the LMS Working Group~~ is ~~an elected position~~ a position elected by the LMS Working Group and will fulfill the duties and responsibilities of the Chairperson in their absence. ~~In such a case when the Vice-Chairperson is serving in the absence of the Chairperson, the Member organization to which the Vice-Chairperson belongs may choose to have another representative from the organization serve in the role of General Member. When this occurs, the Vice-Chairperson shall not have a vote, so as to ensure the Member organization is not allocated an additional vote. If the vote in such a scenario results in a tie, the issue shall die on the floor.~~ Moved to ARTICLE V. ACTIONS BY OSCEOLA COUNTY LMS WORKING GROUP B. Meetings, Voting, and Quorum

The Vice-Chairperson will serve a term of one year, and be eligible for re-~~appointment~~election ~~annually~~. ~~for an unlimited number of terms~~. The election of the Vice-Chairperson shall be held at the final meeting of each calendar year and take effect at the beginning of the next calendar year. In the event the position becomes vacant, the LMS Working Group will elect a replacement.

In such case when both the Chairperson and Vice-Chairperson are not able to attend a regular meeting, and that meeting cannot be rescheduled due to the advance notice requirements described here-in, ~~designated Program Staff~~ the LMS Working Group Secretary shall conduct the meeting. ~~with the understanding that no official actions may be taken.~~

Secretary

The Chairperson will appoint a Secretary to provide administrative support to the LMS Working Group.

ARTICLE IV. RESPONSIBILITIES

A. LMS Working Group

As outlined in 27-P F.A.C., The LMS Working Group will have the following responsibilities:

(a) To designate a Chairperson and Vice-Chairperson;

(b) To develop and revise an LMS as necessary;

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- (c) To coordinate all mitigation activities within the County;
- (d) To set an order of priority for local mitigation projects; and
- (e) To submit annual LMS updates to the Division by the last working weekday of each January.

Updates shall address, at a minimum:

1. Changes to the hazard assessment;
2. Changes to the project priority list;
3. Changes to the critical facilities list;
4. Changes to the repetitive loss list; and
5. Revisions to any maps

~~be responsible for oversight and coordination of all actions and decisions regarding the Local Hazard Mitigation Strategy development. The Working Group is solely responsible for the release of reports, development of resolutions, issuance of position papers, and similar activities.~~ The LMS Working Group makes assignments to Subcommittees, coordinates their work, and takes action on their recommendations.

B. Subcommittees

The Chairperson may designate Subcommittees as needed. Subcommittee membership is ~~unlimited and is~~ open to the participating jurisdictions, organizations, and individuals. Subcommittees may be established at any time for special purposes by the Chairperson ~~of the Working Group, and their membership designated at that time.~~ As appropriate, individuals/organizations that are not part of the LMS Working Group may be invited to be an active participant in Subcommittee meetings. ~~Membership in such subcommittees is not restricted to only the membership of the LMS Working Group.~~

The responsibilities of Subcommittees will be defined at the time they are established by the Chairperson of the Working Group. ~~As an example, there may be a need to assemble a committee for public information efforts to secure public input and comment on the efforts of the Osceola County LMS Working Group. One may also need to inform the public and education programs regarding hazard mitigation or to promote public acceptance of the strategy developed by the Osceola County LMS Working Group.~~ The scheduling of meetings of Subcommittees is at the discretion of its Subcommittee Chairperson.

Standing Subcommittees include the following:

- Public Involvement Subcommittee: This Subcommittee will work to increase and improve public participation in the LMS Working Group. Activities of the Subcommittee will include public awareness campaign development, promotional material development, participant and member recruitment, public input solicitation to include surveys, and public outreach.
- Project Prioritization Subcommittee: This Subcommittee is responsible for reviewing and scoring new project proposals and conducting review and audits of already approved projects.
- Substantial Damage Evaluation Subcommittee: This Subcommittee will evaluate the assessments and determinations made by local National Flood Insurance Program participants to ensure compliance with Federal codes and regulations. The Subcommittee will support the efforts of local floodplain administrators.
- Bylaws and Procedures Subcommittee: This Subcommittee will review the LMS Working Group Bylaws and Procedures as appropriate.

C. Program Staff Officers

The Secretary is responsible for providing technical, clerical, and other types of support activities to the Working Group and Subcommittee/s ~~will be provided through the Osceola County Office of Emergency Management.~~

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The ~~program staff~~ **Secretary** shall be responsible for coordinating LMS Working Group meetings, recording LMS meeting minutes, and maintaining the current project priority list as approved by the LMS Working Group. Other jurisdictions and organizations may also provide such services on a voluntary basis upon request of the Office of Emergency Management and/or the Chairperson of the LMS Working Group.

The Chairperson presides at each LMS Working Group meeting and is responsible for the organization of meetings, public notices, **and** establishing Subcommittees, **including** assigning the personnel to staff them. **The Chairperson will serve as the primary representative and signatory of the LMS Working Group.**

ARTICLE V. ACTIONS BY OSCEOLA COUNTY LMS WORKING GROUP

A. Authority for Actions

Only the Working Group has the authority to take final actions in the name of Osceola County LMS Working Group. Actions by Subcommittees or program staff are not considered final until affirmed by action of the Working Group.

B. Meetings, Voting, and Quorum

The LMS Working Group meets quarterly but no less than three (3) times per year. **Any meetings where official actions will be taken, to include General Quarterly meetings and special meetings as appropriate, ~~All official meetings of the LMS Working Group and Subcommittees~~** shall be public meetings and appropriately advertised in accordance with local policy, as well as any governing statute or authority. Meetings of the LMS Working Group ~~and any Subcommittees~~ will be conducted in accordance with general parliamentary procedure. ~~by its Chairperson. Regular meetings of the LMS Working Group will be scheduled quarterly, or as deemed necessary, with a minimum of 15 working days' notice, with appropriate official notice given so that the general public and representatives of other interested organizations may attend.~~

Each Member shall have one (1) vote, assigned to the primary **agency** representative. Alternate representatives will have the authority to vote or take other actions on behalf of the designated Member organization in the absence of the primary representative.

Osceola County Board of County Commissioners, City of Kissimmee, and City of Saint Cloud shall each have three (3) seats, each seat having one (1) assigned vote. All other Members shall have one (1) seat and one (1) assigned vote.

Public-At-Large, other category representatives and alternates

All final actions and decisions made in the name of the LMS Working Group will be by affirmative vote of a quorum of the LMS Working Group. **All Members have voting status.** A quorum shall be fifty one (51) percent of the total number of Members ~~(removed "of the voting LMS Working Group")~~ at the time of the vote. Only Members in good standing may vote. ~~Good standing shall be considered to be having attended two (2) consecutive LMS Working Group general meetings, or to have not missed more than one (1) meeting consecutively.~~ Any Member that has missed two (2) or more consecutive meetings shall be deemed to be in poor standing. ~~A Member in poor standing must then attend two (2) consecutive meetings to once again be considered to be in good standing, allowing them to vote at the next meeting. The Chairperson shall be notified, in advance, in the event a Member organization is unable to provide representation at a meeting, and may be excused to maintain good standing. Voting by proxy, written or otherwise, is not permitted except that an appointed alternate member may vote on behalf of the primary member when attending a voting session.~~

In such a case when the Vice-Chairperson is serving in the absence of the Chairperson, the Member organization to which the Vice-Chairperson belongs may choose to have another representative from the

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organization serve in the role of General Member. When this occurs, the Vice-Chairperson shall not have a vote, so as to ensure the Member organization is not allocated an additional vote. If the vote in such a scenario results in a tie, the issue shall die on the floor.

~~Only active Members in good standing will be eligible for grant funding.~~ The Secretary Osceola County Office of Emergency Management shall maintain a current LMS Working Group membership list of active Members in good standing, which shall be made available at the start of each meeting ~~during roll call and the establishment of a quorum.~~

Whenever there exists a conflict of interest, any involved LMS Working Group members shall recuse themselves from voting on any associated actions. ~~In the case where a Member is eligible for project funding, but would not be providing matching funds, that Member will not be allowed to participate in the vote regarding the project's inclusion on the LMS Project Priority List.~~

Add language about new categories/agencies- working group may give right to vote

C. Documentation of Actions

All meetings and other forms of action by the Working Group and Subcommittees will be documented and made available for inspection by the public upon appropriate public records request. Prior to adoption at a Working Group meeting, draft meeting agendas, minutes and all other documentation shall be provided to the Working Group for review at least 7 days prior to a meeting.

ARTICLE VI. ADOPTION OF AND AMENDMENTS TO THE BYLAWS

The Bylaws of Osceola County LMS Working Group may be adopted and/or amended by a simple majority vote of the members. All proposed changes to the bylaws will be provided to each member of the Working Group not less than 5 working days prior to such a vote.

ARTICLE VII. DISSOLUTION OF THE LMS WORKING GROUP

Osceola County LMS Working Group may be dissolved by affirmative vote of 100% of the voting members of the Working Group at the time of the vote, by order of a court of competent jurisdiction, and/or by instruction of the Osceola County Board of County Commissioners. At the time of dissolution, all remaining documents, records, equipment and supplies belonging to the Osceola County LMS Working Group will be transferred to the appropriate entities as noted by the dissolving Working Group or as mandated by the State.

**Bylaws of the Osceola County LMS Working Group
For Local Mitigation Strategy Development**

Record of Changes

Originally Approved: 12/15/04

Amended 3/16/05 to exclude Special Vote language.

**Amended 5/13/09 to allow for restructuring during the LMS rewrite.
Removal of “Task Force” and “Steering Committee.”**

**Amended 2/25/15 to allow for changes in organizational structure
Replace “Ad Hoc Committees” with “Sub Committees”
Amending verbiage “good standing” for membership
Public Membership**

**Amended 8/10/17 to allow for a clarification by changing the wording
from as “deemed by the Chairperson” to “as deemed by
the Working Group” within Article V Section B**

**Amended 6/11/2020 to define membership, quorum requirements, voting rights, and funding rights.
Removed “Technical Working Groups”. General format and language revisions.**