



**SECTION 4. BOARDS, COMMISSIONS, COUNCILS AND COMMITTEES**

**4.35 PROGRAM REVIEW COMMITTEE**

**A. PURPOSE.** The Seminole County Program Review Committee (“PRC”) is to gather information and make recommendations to the BCC regarding matters that would benefit the quality of life of the people of Seminole County. Approval of the BCC is required before proceeding with any program of work.

**B. DUTIES/RESPONSIBILITIES.** The Chairperson may call meetings of the PRC; provided, however, that a majority of the members attend. The PRC must meet in January of each year to elect its Chairperson and Vice Chairperson. The PRC shall establish a time, date and location for regularly occurring PRC meetings. All recommendations of the PRC shall be presented to the BCC by the Chairperson or his/her designee. The PRC shall adhere and comply with State law relative to ethics in government, public meetings and public records.

A vacancy will occur if a PRC member misses three (3) consecutive meetings or five (5) meetings during any one (1) year. The Chairperson or Vice Chairperson will notify the appointing Commissioner or his/her successor of the absentee member so a replacement may be appointed.

**C. FINANCIAL DISCLOSURE.** Not Required.

**D. LOYALTY OATH.** Not Required.

**E. MEMBERSHIP STRUCTURE.**

(1) Requirements. The PRC shall be composed of ten (10) members who are not required to be residents of Seminole County.

(2) Appointment Process. Each Commissioner shall appoint two (2) PRC members.

(3) Term of Office. Each PRC Member shall serve a term that is consistent with the term of the Commissioner who appoints the member. Regardless of when the appointment is made, the member’s term expires at the end of their County Commissioner’s four-year term. If a term expires without the incumbent PRC member being replaced by a new appointee, he/she shall continue to serve on the PRC until a replacement is appointed. Appointees to vacancies shall serve the unexpired portion of the term of the member they replaced.

**F. AUTHORITY.** Resolution 97-R-177 adopted August 26, 1997