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# CONSTITUTION REVISION COMMISSION

2017 - 2018

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CARLOS BERUFFE, CHAIRMAN

Dear Constitution Revision Commission Members:

It is an honor and pleasure to have been selected by Governor Scott to chair the Constitution Revision Commission and to be able to work with such a talented group of people. My plan is to convene the full Commission for an organizational session soon and begin our work engaging the public by traveling around the state and hearing their ideas and concerns. I will make announcements in the coming days regarding the date and details of our organizational session and the tentative dates of our public hearings.

The following information is provided to help guide you until we officially adopt our rules of procedure, which will formally govern our actions on the commission. As a Commissioner, you should be aware that the Commission is subject to public records requirements under Florida's strict public records laws. **This means that any of your records made or received, including text messages and emails, in connection with the official business of the Commission are subject to anyone's request.** It also means these records cannot be destroyed and must be properly saved and archived. In short, be very careful about what you put in writing from the day of your appointment because the next place you see it may very well be the front page of a newspaper.

Florida has broad sunshine laws, meaning in an abundance of caution **you should not discuss commission business with any other appointed commission members** until we have an opportunity for our legal staff to brief you on the substance of this law and how it will apply to you as a commissioner. Once we have formally adopted our rules, you will better understand these requirements in greater detail. However, until that point, we are advising you to take the strictest possible interpretation of the law in an abundance of caution to avoid even the possibility of public records or sunshine violations.

You should also be aware that anyone lobbying the Commission or its members for compensation is required to register as a Constitution Revision Commission lobbyist prior to engaging in such activity. Once we have formally organized, you will be able to verify a lobbyist's registration at <http://www.floridalobbyist.gov/>. Again, out of an abundance of caution, you should refrain from lobbyist meetings until we have all been briefed about how to conduct ourselves with registered lobbyists. We will hold an extensive legal briefing on all these topics during our organizational meeting time.

Your position as a commissioner to this historic body means you not only have the full faith of the person who appointed you, but also the trust of the public. Therefore, we are all charged with observing the highest standards of ethics at all times, including operating cautiously until we fully determine and understand the laws and rules that will govern our conduct. More detailed information on Florida's ethics laws are available at <http://www.ethics.state.fl.us/Research/Ethicslaws.aspx>. **If you have a question about how you should act based on the cautions I outlined above, please call CRC Executive Director Jeff Woodburn at 352-281-5262.**



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CARLOS BERUFF, CHAIRMAN

I am honored to serve with such a distinguished group of Floridians who care not only about the history of our beautiful state, but the dynamic and exciting future we have in front of us. The months ahead will be challenging, but even more informative. I look forward to getting to know you all more as we serve together and please do not hesitate to contact myself, Jeff, or any commission staff for anything you may need.

Sincerely,

A handwritten signature in black ink, consisting of a large, sweeping loop followed by a smaller loop and a long horizontal stroke.

Carlos Beruff

Chairman, Constitution Revision Commission