

**TALLAHASSEE SPORTS COUNCIL  
ADVISORY COMMITTEE FOCUS/FACT FINDING GROUP**

**POLICIES & PROCEDURES**

**INTRODUCTION**

Sharing foresight and a common interest in athletics, in 1989 the hospitality industry and business community originated the concept for the Tallahassee Sports Council (TSC).

Since its inception, the TSC has successfully created and helped grow the sports tourism industry for Tallahassee. It also supports the positive growth of local athletics and serves as an event hosting consultant to local organizations.

**ORGANIZATIONAL STRUCTURE**

Division of Tourism Development, (d/b/a) Visit Tallahassee is the official tourism marketing organization for Leon County, Florida. Visit Tallahassee promotes tourism to the area through meeting and convention, leisure sales, advertising, public relations, sports, film, product development and visitor services. Visit Tallahassee serves as the county staff liaison to the Tourist Development Council (TDC). As set by state statute the TDC, a nine-member advisory board, advises the Leon County Board of County Commissioners on matters pertaining to expenditures of Tourist Development Tax proceeds.

The primary purpose of the Sports Department within Visit Tallahassee is to leverage the economic benefits of sports tourism for the betterment of the local economy. Day-to-day general operations and oversight of the overall goals and programs are administered by staff with supervision from the Executive Director of Visit Tallahassee. Annual goals and projections will be established by the Sports Department Director and approved by the Executive Director of Visit Tallahassee.

The Sports Department provides an array of services including direct sales efforts targeting sport events/groups, securing venues, hotel leads, public relations, volunteers, group discounts at area attractions and restaurants in addition to manage the Leon County Special Event Grant Program for sports.

The Sports Department staff serves as the county staff liaison to the TSC. The TSC provides recommendations and advises the Leon County Tourist Development Council on sports tourism related issues including the Leon County Special Event Grant Program for sports. The TSC provides valuable event information regarding date conflicts, potential events as well as venue availability.

**ADVISORY COMMITTEE**

**Chairman**

Selected by the TSC, the Chairman presides at meetings of the TSC as well as executes all duties associated with the office of chairman which include active representation of the TSC within the Tallahassee community. The Chairman must have actively served a minimum of two years on the TSC. The term of office is one year and is limited to two consecutive terms.

**Immediate Past Chairman**

Assumes duties and responsibilities of the chairman in his/her absence. Term of office is one year and is limited to two consecutive terms.

**Standing Advisory Committee Members**

The standing advisory committee members are made up of the individuals in the current positions listed below or their designee. These positions are not subject to appointment procedures.

**Organization**

Tallahassee/Leon County Civic Center  
 Florida State University, Athletics (Past Chair)  
 Florida A&M University, Athletics  
 Florida State University, Campus Recreation  
 Tallahassee Community College  
 Florida A&M University, Campus Recreation  
 Tallahassee Parks, Recreation and  
 Neighborhood Affairs  
 Leon County Schools, Activities & Athletics  
 Medical Representative  
 Leon County, Parks & Recreation  
 Leon County Schools (Chairman)

**Position**

Director  
 Director of Athletics  
 Director of Athletics  
 Director Campus Rec  
 Director of Athletics  
 Director Campus Rec  
  
 Director  
 Director  
 Athletic Trainer  
 Director  
 Superintendent

**Current Designee**

Roger Englert, Deputy Director, Designee  
 Bernie Waxman, Assoc. Athletic Director, Designee  
 Derek Horne  
 Mike Collins, Assistant Director, Designee  
 Rob Chaney  
 Vacant  
  
 Dee Crumpler  
 Ricky Bell  
 Jim Watson  
 Vacant  
 Ronnie Youngblood, Divisional Director, Designee

**At-Large Advisory Committee Members**

At-large members are recommended by the Sports Department and the TSC and approved by majority vote of the TSC. Term of office is three years, renewable by majority vote of the TSC.

**Rotation Schedule - At-Large Positions**

Randy Trousdell	Sept 2013	Bill Hagen	Sept 2015
Senator Bill Montford	Sept 2013	Nick Maddox	Sept 2015
Mitch Englert (Treasurer)	Sept 2014	Jeb Blackburn	Sept 2015
Ron Brafford	Sept 2014		

**Emeritus** Upon completion of 15 years of service, any current committee member may be recommended by another current committee member for the status of TSC emeritus upon their retirement as an active TSC committee member. The TSC shall consider all such recommendations and a majority approval is required to confirm a person for this position. A member who has been named TSC Emeritus is entitled to attend the all TSC meetings and events.

**MEETING SCHEDULE**

The TSC will meet six times a year, every other month prior to schedule Leon County TDC meetings when applicable.

**ACCOUNTABILITY**

The Sports Department Director will prepare and submit monthly activity reports for review by the TSC and the Leon County Tourist Development Council in addition to the annual report. The TSC will ensure the focus of the sports department supports visitor generating sporting events for the economic benefit of Leon County.

**AMENDMENTS**

Recommended amendments to Policies and Procedures must be approved by the TSC and Leon County Tourist Development Council.