

# Leon County Board of County Commissioners Swearing-in and Reorganization Ceremony

Tuesday, November 21, 2006

3:00 p.m.

Commission Chambers

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*Commissioners are seated at the Dias. PIO to place "Reserved" signs on chairs for commissioners-elect and their guests.*

*Center of Chambers is cleared and table and microphone are placed in the center section for swearing-in ceremony.*

### **Installation/Swearing-in Ceremony**

**The Honorable Bob Inzer presiding:**  
*(From main podium in chambers)*

1. Introduces person who will be delivering the opening prayer:  
*(Outgoing Chairman selects the person to provide opening invocation).*
2. Leads the Pledge of Allegiance.
3. Brings greetings and welcome.
4. Recognizes other elected officials present.  
*(PIO to provide list prior to start of ceremony.)*
5. Introduces current commissioners present:

**The Honorable Bill Proctor, Chairman**  
**The Honorable Ed DePuy, Vice Chairman**  
**The Honorable Jane Sauls**  
**The Honorable Dan Winchester**  
**The Honorable Tony Grippa**  
**The Honorable Bob Rackleff**  
**The Honorable Cliff Thael**

6. Asks outgoing commissioners present to exit Dias.
7. Introduces and invites each newly elected commissioner and his or her witnesses (individually) to stand along front of Dias to be sworn in.

8. Call the **At-Large District Commissioner, Cliff Thaell**, forward with witnesses.  
Clerk reads oath; Asks commissioner to repeat.  
(See Oath language below).  
Newly sworn in commissioner takes seat on the Dias.
9. Call the **District 1 Commissioner, Bill Proctor**, forward with witnesses. Swear in.  
Newly sworn in commissioner takes seat on the Dias.
10. Call the **District 3 Commissioner, John Dailey**, forward with witnesses. Swear in.  
Newly sworn in commissioner takes seat on the Dias.
11. Call the **District 4 Commissioner** forward with witnesses. Swear in.  
Newly sworn in commissioner takes seat on the Dias.
12. Call the **District 5 Commissioner** forward with witnesses. Swear in.  
Newly sworn-in Commissioner takes seat on the Dias.

**Oath:**

**I do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and the State of Florida; that I am duly qualified to hold office under the Constitution of the State; and that I will well and faithfully perform the duties of the office of County Commissioner on which I am now about to enter, so help me God.**

13. Outgoing Chairman, **Bill Proctor**, approaches main podium facing Dias for outgoing remarks.
14. Vice-Chairman **Ed DePuy** approaches the podium for presentation to the current Chairman.

**Reorganization Ceremony**

15. **Clerk Inzer** approaches the main podium to conduct the election for reorganization of the Board. Commissioner Proctor passes gavel to him to conduct elections for the 2006-07 Chairman and Vice-Chairman of the Leon County Board of County Commissioners.
  - Clerk calls for nominations for Chairman, second, and the vote.
  - Clerk calls for nominations for Vice-Chairman, second and the vote.

16. Clerk Inzer (or designee) administers the Oath of office to the newly elected Chairman in center of Chambers. He/she places his/her right hand on the Bible and repeats the following:

**“I, (state your name), do solemnly swear, that I will well and faithfully execute the duties of the office of Chairman of the Leon County Board of County Commissioners, to the best of my ability, so help me God.”**

17. Gavel presented to new Chairman.

18. **New Chairman from Main Podium**

- Presents remarks.
- Introduce person to deliver the closing prayer and benediction.

*(Incoming Chairman selects person for closing invocation)*

19. PIO takes official picture of the new Commission.
20. After the closing invocation, (from main podium), Chairman announces that there will be a reception in the Rotunda and asks for motion to recess until 6:00 p.m.
21. During recess, the new Chairman will organize the seating of Commissioners on the dais.
22. Board will reconvene at 6:00 p.m. to consider any remaining business before the Commission.
23. Adjourn at the Board's discretion.