

BYLAWS OF THE GLENN COUNTY JUVENILE JUSTICE

COORDINATING COUNCIL

ARTICLE I NAME

The name of this organization shall be the Glenn County Juvenile Justice Coordinating Council (JJCC).

ARTICLE II AUTHORITY

This organization is authorized by Welfare and Institutions Code Section 749.22 and Glenn County Board of Supervisors Resolution 2001-28 on April 17, 2001.

ARTICLE III PURPOSE

The purposes of the Glenn County Juvenile Justice Coordinating Council shall be:

1. To help develop and implement a continuation of county-based responses to juvenile crime.
2. To help determine and set priorities for the use of granted or allocated funding for juvenile justice activities when applicable.
3. To help develop a comprehensive, multi-agency juvenile justice plan (Juvenile Justice Plan) that identifies resources and strategies for providing an effective continuum of responses for the prevention, intervention, supervision, treatment, and incarceration of juvenile offenders, including strategies to develop and implement local out-of-home placement options for the offenders.

ARTICLE IV DUTIES

The Juvenile Justice Coordinating Council shall have the following duties:

1. Assist the Chief Probation Officer in developing a comprehensive, multi-agency juvenile justice plan (Juvenile Justice Plan) to provide a continuum of responses for the prevention, intervention, supervision, treatment, and incarceration of juvenile offenders. This is in accordance with Welfare and Institutions Code Section 749.22 and Government Code Section 30061 and in accordance with the Youthful Offender Block Grant described in Senate Bill (SB) 81 of 2007 and Welfare & Institutions Code Section 1961.

[Government Code Section 30061 and Welfare and Institutions Code Section 1961, as amended by AB 1998 (Ch. 880, Statutes of 2016), combined and established the planning and reporting requirements under the Juvenile Crime Prevention Act (JJCPA) and the Youthful Offender Block Grant (YOBG) programs].

- Annually, review, and modify if necessary, the Multi-Agency Juvenile Justice Plan.

#### ARTICLE V MEMBERSHIP

1. Pursuant to Welfare and Institutions Code, Section 749.22, in addition to the Chief Probation Officer serving as Chairman, voting members shall include, but not be limited to one representative from the following agencies:
  - District Attorney's Office
  - Public Defender's Office
  - Sheriff's Office
  - Board of Supervisors
  - Department of Social Services
  - Department of Mental Health
  - A community-based drug and alcohol program
  - A city police department
  - County office of education or school district
  - an at-large community representative
  - non-profit community based organizations providing services to minors
2. Nominations will be brought to the Council through the Chairman. The Council will then, by majority vote confirm or deny the nomination. The Board of Supervisors shall be informed of community-based organizations participating on a coordinating council.
3. A motion to terminate a Council member may be made by any member of the Council and a majority vote of the Council will confirm or deny the termination of a council member. The Board of Supervisors shall be advised of the termination of any council member. The Chairman must fill the vacated position as soon as possible following the process pursuant to number 2 of this section,
4. If a Council member fails to attend three consecutive Council meetings without the absence being authorized by the Chairman or if the Council member has not arranged for an alternate member to represent him or her, it will result in termination of the Council member.
5. A member may resign at any time by giving written notice to the Council. The resignation shall become effective the date the notice is received in writing or at a later time specified in the notice. The resignation need not be accepted to be effective.
6. Upon the resignation or termination of an appointed Council member, the Council Chairman shall follow the process outlined in number 2 of this section for replacement of the Council member.

## 7. Alternate Members

- a. Each Council member shall designate in writing, provided to the Chairman, an alternate member to represent the member at a Council meeting in the event the Council member is unable to attend a Council meeting.
- b. When representing a Council member at a Council meeting, the alternate member shall have the same voting power as the permanent member.

## ARTICLE VI OFFICERS

1. Officers of the Council shall be a Chairman, a Vice-Chairman and such other officers as the Council may choose to elect.
2. Responsibilities of Officers:
  - a. Chairman -In accordance with Section 749.22 of the Welfare and Institutions Code, the Chief Probation Officer shall serve as the Council Chairman. The Chairman shall supervise and direct the Council's activities, affairs and officers, and preside at all Council meetings. The Chairman shall have such other powers and duties as the Council or Bylaws may prescribe.
  - b. Vice-Chairman -In the absence or disability of the Chairman, the Vice-Chairman shall perform all duties of the Chairman. When so acting, the Vice-Chairman shall have all the powers of, and be subject to the restrictions of, the Chairman. The Vice-Chairman shall have such other powers and perform other duties as the Council or the Bylaws prescribe. The Vice-Chairman shall be selected by the majority vote of the Council.
  - c. Acting Chairman -In the event of the temporary absence of the Chairman and the Vice Chairman, the Chairman shall appoint an acting chair from the membership of the Council.

## 2. Term of Office:

The term of office for the Council Chairman shall be concurrent with his/her term as Chief Probation Officer. Each Council member shall serve an indefinite term, concurrent with his/her service to the organization he/she represents, until membership is terminated or the Council member resigns.

## ARTICLE VII MEETINGS AND PROCEDURES

The Juvenile Justice Coordinating Council and its Committees shall be governed by the Brown Act and all meetings shall be open to the public.

## 1. Regular Meetings

Regular meetings shall be set at the discretion of the Chairman, but must be held at least once annually.

## 2. Special Meetings

A Special Meeting may be called at any time by the Chairman upon written request specifying the general nature of the business proposed. An agenda and 24 hours' notice must be given to the public.

## 3. Quorum and Voting Procedure

- a. A simple majority of the members of the Council shall constitute a quorum for the transaction of business at any meeting of members.
- b. Decisions shall be reached through majority voting, which is defined as a majority of the quorum members present.
- c. The Council shall use parliamentary procedures (the current edition of Robert's Rules of Order) to conduct business.

## 4. Setting the Agenda

The Chairman and the Vice-Chairman shall designate items on the agenda. Anyone wishing to provide input shall request inclusion on the agenda by contacting the Chairman or the Vice-Chairman no later than one week prior to the scheduled meeting.

## 5. Public Comments

Public comments at meetings are limited to three minutes for each agenda item. The Chairman has the discretion to extend the time based on the complexity of the issue.

## ARTICLE VIII CONFLICT OF INTEREST

1. Council members shall not participate in making any governmental decision in which they have a financial interest.
2. Any member with a disqualifying conflict of interest must, in compliance with the Political Reform Act:
  - a. publicly state the nature of the conflict in sufficient detail to be understood by the public;
  - b. recuse themselves from discussing and voting on the item; and
  - c. leave the room until the item has concluded.
3. The member may be allowed to address the Council as a member of the public. Said disclosure shall be noted in the official Council minutes. The member must also comply with all other applicable conflict of interest laws.

## ARTICLE IX COMMITTEES AND SUBCOMMITTEES

1. There shall be committees and subcommittees established as the Council shall deem necessary to accomplish the purposes set forth in Article III of these by-laws.
2. In accordance with Welfare and Institutions Code Division 2.5, Chapter 1.7, Section 1995, a realignment subcommittee of the Council shall be established to develop a plan describing the facilities, programs, placements, services, supervision, and reentry strategies that are needed to provide appropriate rehabilitation and supervision services for the population described in subdivision (b) of Section 1990 of the Welfare and Institutions Code. The subcommittee shall be composed of individuals defined in subdivision (b) of Section 1995 of the Welfare and Institutions Code.
3. For all committee and subcommittee members, nominations shall be made to the Chairperson, and approved by the Council.

## ARTICLE X AMENDMENTS

These Bylaws may be adopted, amended or repealed by a majority vote of the Council.

Adopted by the Glenn County Juvenile Justice Coordinating Council on August 12, 2021.