

BYLAWS OF THE MONO COUNTY JUVENILE JUSTICE COORDINATING COUNCIL

Article 1 – Authority, Purpose, and Oversight

Section A - Authority: The Mono County Juvenile Justice Coordinating Council (Council) is a multi-agency council established pursuant to Welfare and Institutions Code section 749.22.

Section B - Purpose:

1. To develop and implement a continuum of County-based responses to juvenile crime.
2. To set priorities for the use of granted or allocated funding for activities related to juvenile justice when applicable.
3. To create a subcommittee within the Council pursuant to Welfare and Institutions Code section 1995. Senate Bill (SB) 823, Juvenile Justice Realignment, chaptered September 30, 2020, creates the Office of Youth and Community Restoration (OYCR). SB 823 prohibits the commitment of additional youth to the Division of Juvenile Justice (DJJ) effective July 1, 2021, and realigns responsibility for these youth to the counties. Beginning in FY 2022-23, the legislation requires a plan to accept funding for this purpose, to be developed and approved by the subcommittee.

Section C - Reporting requirements:

1. In accordance with Welfare and Institutions Code section 749.22, the Council shall develop a comprehensive, multiagency Juvenile Justice Plan (Plan) to be filed with the Board of State and Community Corrections (BSCC) that identifies the resources and strategies for providing an effective continuum of responses for the prevention, intervention, supervision, treatment, and incarceration of male and female juvenile offenders, including strategies to develop and implement locally-based or regionally-based out-of-home placement options for youth who are persons described in Welfare and Institutions Code section 602.

At least annually, review, and modify if necessary, the Plan.

2. The subcommittee shall develop a plan to be filed with the OYCR by January 1, 2022. In order to continue receiving funding, the subcommittee shall convene to consider the plan every third year, but at a minimum submit the most recent plan regardless of changes. The plan shall be submitted to the OYCR by May 1st of each year.

Section D - Oversight:

1. Pursuant to Welfare and Institutions Code 749.22, in order to receive Juvenile Justice Crime Prevention Act (JJCPA) funds,

the Council shall develop and submit the Plan to the BSCC on an annual basis. Therefore, the Council provides oversight of (JJCPA) funds.

2. Pursuant to Government Code section 30061(b)(4) and Welfare and Institutions Code section 1961(b), the Plan shall be a consolidation of the annual comprehensive multiagency Juvenile Justice Plan and the annual Youthful Offender Block Grant (YOBG) Plan that is required to be developed and submitted pursuant to Welfare and Institutions Code section 1961. It should be noted, the Council does not provide oversight of YOBG funds.

Article 2 – Membership and Term of Office

Section A - Pursuant to Welfare and Institutions Code, Section 749.22, in addition to the Chief Probation Officer serving as Chair, 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
- Behavioral Health
- Community-based drug and alcohol program
- City Police
- County Office of Education or a school district
- Non-profit community-based organization providing services to minors, and
- At-large community representative.

Section B - Nominations will be brought to the Council through the Chair. The Council will then, by majority vote, approve final appointments.

Section C - The Chair may recommend to the Council termination of a member upon a motion by any member of the Council and a majority vote of the Council. When this occurs, upon approval by the Council, the Chair must fill the vacated position as soon as possible, following the process described in Section B of this Article 2.

Section D - If a Council member fails to attend three consecutive Council meetings without the absence being authorized by the Chair, 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. A member may resign at any time by giving written notice to the Chair. 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.

Section E - Members shall serve at the discretion of the Chair; and a member may have his/her membership terminated by a majority vote of the Council. A vacancy thereby created shall be filled in the same manner as the original appointment with respect to qualifications,

with the appointee completing the remainder of the term of the vacated position.

Section F - Upon the resignation or termination of an appointed Council member, the Chair shall follow the process outlined in Section B of this Article 2 for replacement of the Council member.

Article 3 – Officers

Officers of the Council shall be a Chair, a Vice-Chair, an Acting-Chair, a Secretary, and such other officers as the Council may choose to elect.

Responsibilities of Officers:

Section A - Chair - In accordance with Section 749.22 of the Welfare and Institutions Code, the Chief Probation Officer shall serve as the Council Chair. The Chair shall supervise and direct the Council's activities, affairs and officers, and preside at all Council meetings. The Chair shall have such other powers and duties as the Council or bylaws may prescribe.

Section B - Vice-Chair - In the absence or disability of the Chair, the Vice-Chair shall perform all duties of the Chair. When so acting, the Vice-Chair shall have all the powers of, and be subject to the restrictions of, the Chair. The Vice-Chair shall have such other powers and perform other duties as the Council or the bylaws prescribe. The Vice-Chair shall be selected by the majority vote of the Council.

Section C - The Secretary, or assigned staff, records the minutes of all Council meetings and handles committee correspondence. The Secretary keeps the roll, certifies the presence of a quorum, maintains a list of all active representatives, and keeps records of actions as they occur at each meeting. The Secretary shall be appointed by the Chair. It is the responsibility of the Secretary, or assigned staff, to assure the posting of meeting notices complies with the Brown Act (Government Code section 54950, et seq.).

Section D - Term of Office - the term of office for the Council Chair shall be concurrent with his or her term as Chief Probation Officer. Each Council member shall serve an indefinite term, concurrent with their service to the organization they represent, until membership is terminated, or the Council member resigns. However, the term length for the at-large community representative shall be subject to the discretion of the Chair or a quorum of the Council.

Article 4 – Organization Procedures and Meetings

Section A - Robert's Rules of Order shall govern the operation of the Council in all cases not covered by these Bylaws. The Council may formulate specific procedural rules of order to govern the conduct of its meetings.

Section B - All meetings of the Council are open to the public to the extent required by the Ralph M. Brown Act. Meetings are to be held in accessible, public places. Notice of all Council meetings shall be posted in a publicly accessible place for a period of 72 hours prior to the meeting. Special meetings require 24-hour notice pursuant

to the requirements of Government Code, Section 54956. Agendas shall be posted at the meeting location, in accordance with the practice of the County of MONO. In addition, an agenda shall be sent to anyone requesting them, in accordance with Government Code section 54954.1.

Section C - A majority of the total membership of the Council shall constitute a quorum. No vote of the Council shall be considered as reflecting an official position of the Council unless passed by a majority of its quorum present at the specific meeting where the vote was taken.

Section D - Regular Meetings shall be set at the discretion of the Chair, but must be held at least once annually.

Section E - Special Meetings may be called at any time by the Chair upon written request specifying the general nature of the business proposed. An agenda specifying the business to be transacted or discussed, and 24 hours' notice must be given to the public.

Section F - Setting the Agenda – The Chair shall designate items on the agenda. Anyone wishing to provide input shall request inclusion on the agenda by contacting the Secretary no later than one week prior to the scheduled meeting.

Section G - Public Comments – Public comments at meetings are limited to three minutes for each agenda item. The Chair has the discretion to extend the time based on the complexity of the issue.

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