



Bylaws

Article I - Name

The name of this body shall be Children's Council of Monterey County. Whenever the term "Council" is used in these By-Laws, it shall mean the Children's Council of Monterey County.

Article II - Authority

The authority for the formation and operation of this COUNCIL is set forth in Sections 18986 et seq. of the Welfare and Institutions Code. The Monterey County Board of Supervisors duly established the COUNCIL at its regularly scheduled meeting of June 9, 1992.

Article III - Mission Statement

The Children's Council of Monterey County was established to ensure that the law as set forth in Sections 18986 et seq. of the Welfare and Institutions Code is effectively implemented in Monterey County. Toward that end, the Children's Council of Monterey County adopted the following mission statement:

Mission

The Children's Council provides leadership and policy direction to encourage the development of a comprehensive and collaborative delivery system of services to children and youth in Monterey County.

Vision

All children in Monterey County live in safe, nurturing homes and communities; they are healthy, valued, succeed in school and realize their full potential.

Guiding Principles

Collaborative – promoting cross-agency policies and procedures that enhance seamless service delivery; encourage interdisciplinary problem-solving and support; and address the barriers to success;

Comprehensive, Coordinated, and Integrated – recommending a full array of services and supports where the entire range of needs is addressed in an efficient, responsive and effective manner;

Family Centered and Family Driven – honoring, respecting, and empowering families as their child’s first teacher and strongest advocate;

Culturally Responsive – ensuring diverse populations receive culturally responsive services and supports;

Community-Based, Community-Driven – ensuring that services are available and accessible in a variety of settings and locations;

Participatory – ensuring that program recipients participate in making and shaping decisions; and

Outcomes-Oriented – measuring outcomes for children, youth and families and using data to facilitate decision-making, identify obstacles, and improve services.

Article IV - Goal

Consistent with the Interagency Children’s Services Act the goal of the COUNCIL is to:

- A. Encourage the development of service delivery plans, which emphasizes preventive and early intervention services that maximize the healthy development of children and minimize the long-term need for public resources.
- B. Allow for the flexibility of expenditures in public funds.
- C. Emphasize local decision-making and provide for greater flexibility to local government in designing delivery systems.
- D. Provide for a continuum of family-centered, child-focused services through public/private partnerships within the community.
- E. Minimize duplicate administrative systems.
- F. Identify gaps in services to target populations.
- G. Encourage that case management is provided to children and families with multiple needs.
- H. Involve school districts in the planning and delivery of coordinated services for children.

Article V - Duties/Functions

- A. The duties of the COUNCIL shall include, but not be limited to, the following:

1. Ensure collaboration and countywide planning for the provision of children's services. In this regard, the COUNCIL may develop multi-year plans for ensuring coordinated children's services over time.
2. Identify and engage those agencies that have a significant joint responsibility in providing services to children and families.
3. Identify gaps in services to specific populations.
4. Develop policies and set priorities to ensure service effectiveness.
5. Implement public and private collaborative programs whenever possible.
6. Promote countywide interagency case-management to coordinate resources, especially for those children and their families who are using the services of more than one agency concurrently.
7. Identify, coordinate with, and where feasible, integrate with existing children's services groups and other coordinating bodies.
8. Submit to the Board of Supervisors, no later than June 30th each year, a report covering the previous FY, on the status of children in Monterey County.

B. In addition, the Children's Council of Monterey County shall function to:

1. Improve communication, planning, cooperation, and coordination among children and youth-serving agencies to ensure efficient and effective service delivery.
2. Take and maintain an inventory of the status of children in Monterey County and resources available.
3. Advocate for the needs of children and establishment of new services.
4. Provide a forum for agencies and the community to share ideas and to clarify perceptions and expectations.
5. Review or consult on applications for grants and/or projects and proposals when requested or as appropriate.

Article VI - Membership

Section 1 – Composition

Unless otherwise expressly provided by statute, the Monterey County Board of Supervisors shall appoint membership. Additional members may be added by the Monterey County Board of Supervisors in Category C when deemed necessary but the total membership will not exceed 30 members.

- A. Statutorily designated membership shall consist of the following officials, or their respective alternates approved by the COUNCIL (19 members).
1. Deputy Director, Family and Children's Services Branch, Monterey County Department of Social Services
 2. Executive Director, Housing Authority of the County of Monterey
 3. Bureau Chief, Monterey County Health Department
 4. Chief Probation Officer
 5. Director, Monterey County Health Department
 6. Director, Monterey County Department of Social Services
 7. The presiding judge of the County's Superior Court, Juvenile Division.
 8. The County Superintendent of Schools
 9. One Member of the County Board of Supervisors
 10. District Attorney
 11. Sheriff
 12. One member of the Child Abuse Prevention Council (CAPC)
 13. Public Defender
 14. County Counsel
 15. Executive Director of First 5 Monterey County
 16. President of United Way of Monterey County
 17. Chair of the Child Care Planning Council
 18. President of California State University at Monterey Bay
 19. President of a local community college
- B. Membership shall also include two school superintendents, including at least one of a unified school district, appointed by the Superintendent's Council (2 members).
- C. Membership shall also include the following seven appointees of the Board of Supervisors (7 members):
1. A representative of a private non-profit corporation which has a goal of entering into a public/private partnership with the County to meet the needs of children that are not adequately met by existing public and private funds.
 2. A representative of a local agency addressing the needs of special needs children and youth.
 3. A representative of the City or County Parks and Recreation Department
 4. A representative of libraries
 5. Two at-large members
 6. A representative from a non-profit organization that provides services to children and youth in the areas of alcohol and drugs.

- D. Terms: Members appointed by the Board of Supervisors and the Superintendent's Council shall serve three year terms beginning July 1 of each year. A member in category C serves a 3 year term with a maximum of 2 continuous terms.
- E. New Appointments: If a member under category C resigns, the resignation shall be treated as a vacancy and shall be filled in compliance with the Maddy Act.
- F. Alternates: members may nominate an alternate to represent them on the Children's Council when they are unable to attend. The alternate must be from the same organization or sector that the member is appointed to represent. The member may nominate an alternate by notifying the Council Coordinator of his/her intent prior to posting of the agenda. The Coordinator will place the nomination of the alternate before the Children's Council to accept or reject at the next regularly scheduled meeting. With an affirmative vote of the majority of the Children's Council members, the alternate may vote and serve on the members' behalf at the next scheduled Children's Council meeting and any future meeting. It is the intent of the Council that alternate members are stable and stay informed on issues coming before the Council.

Section 2 – Attendance at Meetings

Members are expected to attend all meetings of the COUNCIL. If a designated Council member in categories B or C above fails to provide representation at Children's Council meetings for more than 3 meetings in a year, that seat shall be deemed vacant. If such a vacancy occurs in category C, the Office of the Clerk of the Board of Supervisors shall be notified and shall post notice of the vacancy in accordance with the Maddy Act, Government Code Section § 54970, et seq. Any vacancy in category B or C shall be filled in the same manner as the nomination and original appointment of a member.

Article VII - Officers

Section 1 –Executive Committee

The Board of Supervisors authorized the COUNCIL to designate an Executive Committee. The Executive Committee will consist of the Director of the Health Department, the County Superintendent, the Director of Probation, the Director of the Department of Social Services and the President of United Way.

Section 2 – Officers

The COUNCIL may elect any other officers deemed necessary by the majority vote of its members. Officers will serve two-year terms.

Section 3 – Secretary

The COUNCIL chair will designate a member of that entity's staff to function as secretary to the COUNCIL.

Section 4 –Chairperson

The Chair elected by the COUNCIL shall convene the meeting of the COUNCIL. A chair shall be elected from among the Executive Committee and shall serve a two-year term.

Article VIII - Meetings

Section 1 – Public Meetings

All meetings of the COUNCIL and its committees and subcommittees shall be conducted in accordance with the Ralph M. Brown Act (California Government Code § 54950, et seq.) and/or other applicable statutes.

Section 2 – Frequency and Time

The regular meeting of this COUNCIL shall be held on the second (2nd) Monday of each month at noon in the Monterey County Office of Education 901 Blanco Cir, Salinas, California unless otherwise scheduled and posted.

Section 3 – Minutes

Minutes shall be printed of the regular meeting of the COUNCIL. These minutes will be sent to COUNCIL members, and anyone requesting copies. Copies of the minutes of the previous meetings will be available at the next regular meeting of the COUNCIL.

Section 4 – Agenda

Items to be considered for the regular meeting of the COUNCIL shall be sent to either the designated secretary to the COUNCIL or the Chair of the COUNCIL. The agenda for the regular meeting of the COUNCIL shall be posted and sent to members in compliance with the Ralph M. Brown Act.

Article IX - Committees

The COUNCIL may establish standing or limited committees whose members shall be appointed by the Chair subject to approval by the COUNCIL. Such committees shall have at least two (2) members of the COUNCIL among their members. All standing committees shall comply with the Ralph M. Brown Act.

Article X Parliamentary Rules

Section 1 – Conduct of Meetings

The meeting of the COUNCIL shall be conducted in accordance with Robert's Rules of Order (Revised Edition) and Government code 54950 et seq.

Section 2 – Quorum

A quorum shall be a simple majority of the existing membership.

Section 3 – Majority Vote

A majority of the membership present is necessary to approve an action.

Article XI - Adoption And Amendment

Section 1 – Adoption

These By-Laws shall become effective upon approval by both a majority of the membership of the COUNCIL and approval of the Board of Supervisors.

Section 2 – Amendment

These By-Laws are subject to amendment in accordance with Robert's Rules of Order (Revised Edition). The By-Laws may be amended upon recommendation of the COUNCIL with approval of the Board of Supervisors.

Article XII – Conflict of Interest

Committee members shall comply with the provisions of applicable law, including but not limited to Government Code § 1090, the Political Reform Act of 1974, as amended, as the Act relates to Conflicts of Interest (Government Code Section § 87100, et seq.) and shall file statements of economic interest (FPPC Form 700) pursuant to the Conflict of Interest Code to be approved by the Board of Supervisors for the Committee. Additionally, no committee member shall undertake any employment, activity, or economic enterprise for compensation that is inconsistent, incompatible, in conflict with or inimical to his/her duties as a Committee member.

Adopted by the COUNCIL July 20, 1998

Approved by the Board of Supervisors on October 6, 1998

Revisions approved by the Board of Supervisors on June 27, 2007