

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

RESOLUTION AND ORDER ) IN THE MATTER OF ADOPTING REVISED  
96-1-30-4 ) BYLAWS OF THE COMMUNITY MENTAL HEALTH  
 ) ADVISORY COMMITTEE ATTACHED AS EXHIBIT  
 ) A

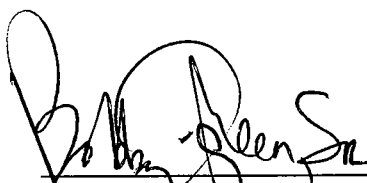
WHEREAS, the Board of County Commissioners has accepted revenues pursuant to the 1995-97 Intergovernmental Agreement #20-001 with the State Mental Health and Developmental Disabilities Services Division; and

WHEREAS, pursuant to above stated agreement, Lane County has agreed to maintain a Community Mental Health Advisory Committee (CMHAC); and

WHEREAS, the CMHAC has presented for Board approval and adoption, revised bylaws; now therefore it is

RESOLVED AND ORDERED that the Board of County Commissioners adopt the revised bylaws of the Community Mental Health Advisory Committee attached as Exhibit A.

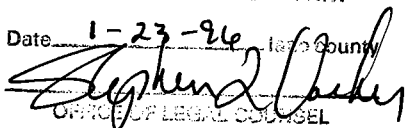
DATED this 30 day of January, 1996.



Bobby Green Sr., Chair  
BOARD OF COUNTY COMMISSIONERS

APPROVED AS TO FORM

Date 1-23-96 Lane County

  
OFFICE OF LEGAL COUNSEL

FILED

FEB 01 1996

COUNTY CLERK  
BY Pam DeWitt

IN THE MATTER OF ADOPTING REVISED BYLAWS OF THE COMMUNITY MENTAL HEALTH ADVISORY COMMITTEE ATTACHED AS EXHIBIT A

EXHIBIT A

BOOK 157 PAGE 0801

BYLAWS

LANE COUNTY

COMMUNITY MENTAL HEALTH ADVISORY COMMITTEE

ARTICLE I

This committee being duly and officially established by Lane County shall be known as the Lane County Community Mental Health Advisory Committee.

ARTICLE II

Authority, Purpose and Functions

Section 1 - Authority

This committee shall serve under the authority of Oregon Revised Statutes 430.342 and 430.630(8). It shall be constituted in accordance with Oregon Administrative Rule 309-14-020(2) and 309-16-020(2) and LM 3.506 and 3.524.

Section 2 - Purpose.

- A. To advise the Board of County Commissioners and Local Mental Health Authority (Director, Department of Health and Human Services) on community needs and priorities for mental health, developmental disabilities, alcohol, drug and offender services and assist in their planning, review, and evaluation .
- B. To serve as a committee of the whole as the Local Alcohol and Drug Planning Committee (LADPC) and perform those functions prescribed in State Statutes, Oregon Administrative Rules and State Guidelines.

Section 3 - Functions.

- A. To review the biennial Mental Health Implementation Plan OAR 309-14-020 (2) (4).
- B. To assist in evaluation of proposals to provide services.
- C. To participate in the planning and evaluation process for community mental health, developmental disabilities, alcohol, drug and offender services.
- D. To review and make recommendations on demonstration projects, certification

applications and grant applications when appropriate to meet state and federal requirements.

ARTICLE III

Membership

Section 1 - Membership

The committee shall consist of twelve members who are broadly representative of the community, with a balance of age, sex, ethnic, socioeconomic, geographic, professional and consumer interests. Membership shall include advocates for persons with mental or emotional disturbances, drug abuse problems, mental retardation or other developmental disabilities and alcoholism and alcohol abuse problems. It shall also include a number of minority members which reasonably reflects the proportion of the needs for alcoholism treatment and rehabilitation services of minorities in the communities.

Section 2 - Appointment, Re-appointment and Filling of Vacancies.

- A. The Board of County Commissioners shall appoint twelve members to this committee, each of whom shall serve for four years. The terms of approximately one-fourth of this group shall expire each year.
- B. The Board of County Commissioners may, at the discretion of the Board, serve as ex-officio members of this advisory committee.
- C. The advisory committee, with concurrence of the Board of County Commissioners, may from time to time, appoint an ex-officio member for a special purpose and limited time.

Section 3 - Tenure.

- A. Each member will be appointed for a four-year term.
- B. Appointments to fill vacancies in unexpired terms will be for the duration of that term.
- C. No committee member shall serve more than two consecutive full terms, except as provided by Lane Manual 3.506.

ARTICLE IV

Meetings of the Committee

Section 1 - Regular Meeting.

The committee shall establish the time and place for holding regular monthly meetings. These will, to the degree possible, be the same time, day and place each month. The meeting in May will be the annual meeting for committee organizational business.

Section 2 - Special Meetings.

- A. Special meetings of the committee may be called by the chair, or in the absence of the chair, the vice-chair, or a majority of the committee.
- B. The person or persons calling the meeting shall fix the time and place for the meeting.

Section 3 - Notice of Meetings.

- A. Notice of all meetings shall be given to all members and ex-officio members at least three days prior to such meetings.
- B. Public notice will be given in sufficient time to comply with open meeting laws.

Section 4 - Conduct of Meeting.

- A. A quorum consists of seven (7) members at any meeting of the committee. Official actions of the committee shall be taken only when a quorum is present.
- B. An act of a majority of the members shall be an act of the committee.
- C. All meetings shall be conducted in accordance with Robert's Rules of Order.

Section 5 - Voting

- A. Each member of the committee shall be entitled to one vote on all issues presented at regular and special meetings where the member is in attendance, except as provided in Article VIII.
- B. An ex-officio member has no vote.

ARTICLE V

Officers and Duties

Section 1.

The officers of the committee shall be a chair and a vice-chair to be elected by the voting membership at the annual meeting.

Section 2 - Term of Office

Officers shall hold office for a period of one year beginning June 1 of each year.

Section 3 - Duties.

- A. The chair shall preside at all meetings; the chair is entitled to vote on all issues.
- B. The vice-chair shall perform all duties of the chair in that person's absence. The vice-chair is entitled to vote on all issues.

Section 4 - Recording Secretary

The Director of Health and Human Services shall be responsible for staffing the Community Mental Health Advisory Committee and maintaining minutes of all meetings and be custodian of all committee records.

Section 5 - Removal

An officer may be removed from office, by vote of the committee, for misconduct or neglect of duty in office.

ARTICLE VI

Subcommittees

Section 1 - Standing Subcommittees.

- A. Mentally & Emotionally Disturbed - MED Subcommittee - shall consist of three (3) members of the committee. A County staff member representing MED Services shall provide staff services.
- B. Developmental Disabilities - DD Subcommittee - shall consist of three (3) members of the committee. A County staff member representing DD services shall provide staff services.
- C. Alcohol, Drug and Offender -ADO Subcommittee shall consist of three (3) members of the committee. A County staff member representing ADO services shall provide staff services.
- D. Child and Adolescent Behavioral Health Services - CABHS shall consist of three (3) members of the committee. A County staff member representing CABHS services shall provide staff services.

Section 2 - Pro tem Subcommittees of the Community Mental Health Advisory Committee.

- A. Pro tem subcommittees of the Community Mental Health Advisory Committee may be appointed, as needed , by the chair. Appointments will include specific charges and time duration.
- B. At least one voting member of the committee will be appointed to each pro tem subcommittee.
- C. Members may serve until work is completed.
- D. The chair may dissolve pro tem subcommittees or remove members with or without cause.

Section 3 - Subcommittee Officers.

Each subcommittee will have a chair appointed by the chair of the Community Mental Health Advisory Committee.

Section 4 - Subcommittee Meetings.

Meetings of each subcommittee may be called by the chair of such subcommittee. Notice of such meeting shall be given to all subcommittee members at least three days prior to such meeting. A majority of the members of the subcommittee constitute the act of such subcommittee.

Section 5 - Subcommittee Planning Groups and Subcommittee Speciality Groups.

Subcommittees may establish subcommittee planning groups and subcommittee speciality groups with broader community representation and/or provider representation for the purpose of sharing and gathering information and making recommendations to be utilized in the planning and evaluation process. These subcommittees groups are advisory only.

ARTICLE VII

Removal of Members

Section 1.

- A. A member who fails to attend three consecutive regular meetings without prior excuse from the chair may be asked by a majority to submit a resignation.
- B. The committee may recommend to the Board of County Commissioners the replacement

of a member who fails to submit a resignation under conditions specified in Section 1A above.

ARTICLE VIII

Conflict of Interest

Section 1 - Conflict of Interest

In accordance with ORS Chapter 244, no advisory committee member shall participate in a decision in which he or she has a private pecuniary interest. Affected members shall disqualify themselves from participation by written notification to the Board of County Commissioners as mandated by ORS 244.120.

ARTICLE IX

Amendments and Bylaws

Section 1.

These bylaws may be amended or repealed or new bylaws adopted by a majority vote of the members at any regular or special meeting called for that purpose at which a quorum is present. Written notice of such proposed amendment, and the nature thereof, shall have been given to the membership at least 21 days prior to the date of the meeting at which the amendments are to be considered.

Section 2.

All such amendments, after adoption by the committee, become effective upon approval by the Board of County Commissioners.