

**BY-LAWS OF THE
MENDOCINO COUNTY
JUVENILE JUSTICE COORDINATING COUNCIL**

**ARTICLE I
NAME**

The name of this organization shall be the MENDOCINO COUNTY JUVENILE JUSTICE COORDINATING COUNCIL (JJCC)

**ARTICLE II
AUTHORITY**

This organization is authorized by Welfare and Institutions Code Section 749.22 and Board of Supervisors Resolution #97-037, dated March 11, 1997.

**ARTICLE III
PURPOSE**

The purpose of the Mendocino County Juvenile Justice Coordinating Council shall be to:

- Develop and implement a continuum of county-based responses to juvenile crime and to set priorities for the use of grant funds.
- Develop a Comprehensive Multi-agency Juvenile Justice Plan (CMJJP) that identifies resources and strategies for providing an effective continuum of responses for crime prevention and intervention services and for the 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 JJCC shall have the following duties:

- Assist the Chief Probation Officer in developing a Comprehensive Multi-agency Juvenile Justice Plan (CMJJP) including a continuum of responses for the crime prevention and, intervention services and for the supervision, treatment, and incarceration of juvenile offenders, in accordance with the Welfare and Institutions Code 749.22 and Government Code Section 300611.
- At least annually, review and modify, if necessary, the CMJJP.

ARTICLE V MEMBERSHIP

Including the Chief Probation Officer, who shall serve as chairperson, the fourteen (14) permanent voting members of the JJCC shall include at least one representative from the following agencies:

- District Attorney
- Sheriff-Coroner
- Public Defender
- Board of Supervisors
- Department of Social Services
- Superior Court
- Department of Behavioral Health
- County Office of Education
- Juvenile Justice Delinquency Prevention Commission (JJJPC) (serving as an at-large community representative)
- Ukiah Unified School District
- Ukiah Police Department
- Mendocino County Youth Project (serving as a community-based drug and alcohol provider)
- CASA (Court Appointed Special Advocates) (serving as a non-profit organization providing services to youth)

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

ARTICLE VI OFFICERS

Officers of the Council shall be a Chairperson and such other officers as the Council may choose to elect. In accordance with Section 749.22 of the Welfare and Institutions Code, the Chief Probation Officer shall serve as the Council Chairperson. The Chairperson shall supervise and direct the Council's activities, affairs and officers. The Chairperson shall preside over all Council meetings. The Chairperson shall have such other powers and duties as the Council or By-laws may prescribe.

In the event of the temporary absence of the Chairperson, a Probation Department Manager may be designated to serve as the Acting-Chairperson to preside at Council meetings.

The term of office for the Council Chairperson shall be concurrent with his/her term as Chief Probation Officer. Each permanent Council member shall serve an indefinite term concurrent with his/her service to the organization he or she represents.

ARTICLE VII MEETINGS AND PROCEDURES

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

Regular meetings shall occur two times per year, in March and September, as set by the Chairperson. A Special Meeting may be called at any time by the Chairperson, upon written request, specifying the general nature of the business proposed. Notice must be given as required by the Brown Act.

Eight (8) members shall constitute a quorum of the Council provided that at least five (5) of the eight (8) are permanent members including delegates. Decisions shall be reached through majority voting which is defined as a majority of the eligible voting members present. The Council shall use parliamentary procedures to conduct business. The Chairperson shall designate items on the agenda. Any member wishing to place items on the agenda shall request inclusion on the agenda by contacting the Chairperson or their delegate no later than one (1) week prior to the scheduled meeting.

ARTICLE VIII CONFLICT OF INTEREST

JJCC members shall comply with all conflicts of interest laws, including but not limited to Government Code Sections 1090 et seq. and the California Political Reform Act (Government Code Sections 87100 et seq.).

Council members shall not participate in making any governmental decision in which they have a financial interest. 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 himself/herself from discussing and voting on the item; and
- c. Leave the room until the item has concluded.

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.

ARTICLE IX AMENDMENTS

These By-laws may be adopted, amended or repealed by a majority vote of the Council after written proposal for such action has been in the hands of this Council for 30 days.

Adopted by the Mendocino County Juvenile Justice Coordinating Council on the 27th day of March, 2020 by a unanimous vote as reflected in the minutes of the March 27, 2020, meeting of the Mendocino County Juvenile Justice Coordinating Council.

DULY PASSED AND ADOPTED this _____ day of _____, 2020 by the Board of Supervisors of the County of Mendocino, State of California, for the following vote.

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSE:

John Haschak, Chairman
Board of Supervisors
County of Mendocino
State of California

ATTEST:

Clerk of the Board of Supervisors

By: _____
Deputy