Tuscarawas County Family & Children First Council
BY-LAWS

Article One: Name

1.1 The name of this Organization shall be the Tuscarawas County Family & Children First Council (hereinafter called the "Council").

1.2 The designated service area of the Council shall be Tuscarawas County, Ohio.

1.3 The principal office and place of business of the Council shall be located in Tuscarawas County, Ohio at such place as designated by the Council.

Article Two: Vision, Mission, & Values

2.1 The VISION of Tuscarawas County Family & Children Frist Council is to have strong families and thriving children in our communities.

2.2 The MISSION of Tuscarawas County Family & Children First Council is to strengthen community partnerships and identify creative solutions for families.

2.3 Tuscarawas County Family & Children First Council VALUES working together, growing & learning, sharing knowledge, serving proactively, building relationships, providing hope, empowering families & children, and embracing diversity.

Article Three: Authority & Purpose

3.1 Tuscarawas County Family & Children First Council was established pursuant to section 121.37 of the Ohio Revised Code.

3.2 The PURPOSE of the Council is to streamline and coordinate existing services for families seeking services for their children. In seeking to fulfill its purpose, the Council shall provide the following:

(a) Referrals to the Ohio Family & Children First Council (OFCFC) cabinet council of those children for whom the Council cannot provide adequate services;

(b) Develop and implement a process that annually evaluates and prioritizes services, fills gaps where possible, and invents new approaches to achieve better results for families and children;

(c) Participate in the development of a countywide, comprehensive, coordinated, multi-disciplinary, interagency system for infants and toddlers with developmental disabilities or delays and their families;

(d) Maintain an accountability system to monitor Council's progress in achieving results for families and children;

(e) Establish a mechanism to ensure ongoing input from a broad representation of families who are receiving services within the county system;

(f) Develop and implement an interagency process to identify local priorities to increase child well-being. The local priorities shall focus on expectant parents and newborns thriving; infants and toddlers thriving; children being ready for school; children and youth succeeding in school; youth choosing healthy behaviors; and youth successfully transitioning into adulthood and taking into account the indicators established by the OFCFC cabinet council;

(g) Submit a report on the status of efforts by the county to increase child well-being in the county to the Tuscarawas County Board of Commissioners and the OFCFC cabinet council. This report shall be made available to any other person on request;

(h) Develop an annual plan that identifies the county's interagency efforts to increase child well-being in the county and submit the plan to the Tuscarawas County Board of Commissioners and OFCFC cabinet council;

(i) Develop and implement the Council's Service Coordination Mechanism which serves as the guiding document for coordination of services in the county

Article Four: Membership

4.1 Pursuant to Section 121.37 of the Ohio Revised Code, the Council shall be comprised of the following statutory mandated members:

a. Three Parent Representatives who are or have received services from an agency on the Council that are not employed by a member represented on Council
b. A representative from the Municipal Corporation with the largest population in Tuscarawas County
c. Health Commissioner of Tuscarawas County or designee
d. Health Commissioner of New Philadelphia City Health Department or designee
e. Director of Tuscarawas County Job & Family Services
f. Superintendent of Tuscarawas County Board of Developmental Disabilities
g. Superintendent of Tuscarawas County's largest school district
h. Superintendent representing all other school districts in Tuscarawas County
i. Director of the Tuscarawas & Carroll County ADAMHS Board or designee
j. President of the Tuscarawas County Commissioners or designee
k. A representative of the regional office of the Department of Youth Services
l. A representative of Tuscarawas County Head Start
m. A representative of the County's Early Intervention Collaborative
n. A representative of a local nonprofit entity that funds, advocates, and provides services to children and families (United Way of Tuscarawas County)

4.2 Additional members, beyond the statutorily mandated members, who have received services from a member agency as a youth or family member, provide funds, advocate for, or provide services to children and families in Tuscarawas County may be elected for voting membership on the Council. Interested parties must submit their request for membership in writing to the

Council Manger to be presented to the full Council for review and approval. If approved, the new agency member will be added to the elected members list with voting rights.

4.3 Elected Members of Tuscarawas County Family & Children First Council

(a) Noah's Hope Child Advocacy Center
(b) Big Brothers Big Sisters (BBBS)
(c) Springvale Health Centers
(d) OhioRISE
(e) East Central Ohio Educational Service Center (ESC)

4.3 The Juvenile Court judge, or another judge designated by the administrative judge, shall serve as the judicial advisor to Council.

Article Five: Meetings

5.1 The Council shall meet a minimum of four times per year, at such times and places to be determined by the Council.

5.2 All Council meetings are open to the public, and the Council shall determine a means in which to advertise its meetings in accordance with the provisions of Section 121.22 of the Ohio Revised Code.

5.3 A simple majority of the members of the Council at the time of the meeting shall constitute a quorum necessary for the official conduct of the business of the Council.

5.4 When a quorum is present, a majority vote shall prevail in the decisions of any matters brought before the meeting of the Council, except where prohibited by these bylaws.

5.5 Each member present shall have one vote.

5.6 All matters referred to the Council shall be handled confidentially according to the standards set forth by member agency policies, state and federal laws and professional ethics. Each member of the Council shall follow the applicable confidentiality procedures when exercising its responsibilities.

Article Six: Officers

6.1 From its members, the Council shall elect officers including a Chair, Vice Chair, and Secretary. The Administrative Agent or his/her designee shall serve as the Treasurer. All officers shall be elected for a two-year term at the June Council meeting and assume office on July 1 following.

6.2 The Chair shall preside at all Council meetings and will work closely with the Council Manager on Council business.

6.3 The Vice Chair shall assist the Chair and assume the responsibilities of the Chair in his/her absence.

6.4 The Secretary shall ensure the accuracy of meeting minutes.

6.5 The Treasurer or his/her designee shall chair the Budget Committee and present all financial reports to the Council.

6.6 There shall be no limit on the consecutive number of terms an officer serves.

6.7 Vacancies due to resignation will be filled at the next regular Council meeting following the occurrence of the vacancy.

Article Seven: Committees

7.1 The Executive Committee shall consist of the Chair, Vice Chair, Treasurer, and Council Manager (with no voting rights). The Executive Committee shall have general oversight of the affairs of the Council and is empowered to make decisions on behalf of the Council for time sensitive issues. Meetings will be held as needed.

7.2 The Budget Committee shall consist of up to six members of the Council. The Treasurer or his/her designee shall serve as the Chair and will prepare and recommend an annual budget to this committee to be presented to the Council. The Budget Committee shall meet as needed.

7.3 Other committees may be established by the Council as deemed necessary and appropriate in carrying out the Mission of the Council.

Article Eight: Member Contributions

8.1 All mandated Council Members, with the exception of the Parent Representatives, will be asked to contribute a minimum of $5,000.00 annually in support of Council operations. Elected voting members and community partners will be invoiced annually for a voluntary contribution.

Article Nine: Amendments

9.1 These By-laws may be amended by a majority vote of all Governing Board members at any regular meeting of the Council. Proposed amendments shall have been submitted to the Governing Board members, in writing, at least two weeks in advance of the meeting at which they are voted upon.

Article Ten: Ethics

10.1 Members are expected to maintain the highest possible ethical standards and to perform within the laws of the state of Ohio. This expectation extends to interactions with governmental entities, financial community, media, vendors, suppliers, communities, general public, and each other. Members are expected to be familiar with and to comply with all laws, rules, and regulations applicable to their areas of responsibilities. Members will not accept gifts from clients. Members will not give/receive goods or payments as compensation for professional services and/or for making referrals.

Article Eleven: Nondiscrimination

11.1 Members shall not practice, condone, facilitate, or collaborate with any form of or harassment on the basis of race, ethnicity, ancestry, national origin, language, color, sex, sexual orientation, gender identification, age, marital status, political belief, religion, pregnancy, mental disability, physical disability, and/or military or veteran status. Members should respect and seek to understand culture and its function in human behavior and society, recognizing that strengths exist in all cultures. This respect and understanding does not necessarily acknowledge agreement of the same.