

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

**ARTICLE I
NAME**

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

**ARTICLE II
AUTHORITY**

This organization is authorized by Welfare and Institutions Code Section 749.22.

**ARTICLE III
PURPOSE**

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

- To develop and implement a continuation of county-based responses to juvenile crime.
- To set priorities for the use of granted or allocated funding for juvenile justice activities when applicable.
- To develop a comprehensive, multi-agency juvenile justice plan (Juvenile Justice Plan) that identifies resources and strategies for providing an effective continuum of responses for the prevention, intervention, 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.
- Assist the Chief Probation Officer in developing a Juvenile Justice Development Plan in accordance with the Youthful Offender Block Grant described in Senate Bill (SB) 81 of 2007 and Welfare & Institutions Code Section 1961.
- At least annually, review and modify, if necessary, the CMJJP.

ARTICLE V

MEMBERSHIP

Including the Chief Probation Officer, who shall serve as chairperson, the eleven (11) permanent voting members of the JJCC shall include at least one representative from the following agencies:

- District Attorney
- Public Defender
- Sheriff
- Board of Supervisors
- Department of Social Services
- Department of Behavioral Health
- County Office of Education
- Superior Court
- Juvenile Justice Commission (JJC) (serving as an at-large community representative)
- A Police Department
- A Community Based drug and alcohol provider

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.

The attendance of members shall be taken and recorded in the minutes of all Council meetings. If any member is absent three consecutive times without excuse or a total of five times for any reason in a six-month period, a review of that member's status will be undertaken by the Chairperson. The Chairperson shall notify the Council members of his/her findings and recommend appropriate action.

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. In case of the absence of both the Chairperson and the Acting-Chairperson at any meeting of the Council, the Council members present shall select a Chair pro tem.

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, 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. The Council shall meet at the Lake County Courthouse in a room to be determined. If such location is unavailable, the Chairperson shall indicate the location on the Notice described above.

A simple majority of the members of the Council shall constitute a quorum for the transaction of business at any meeting of members. Decisions shall be reached through majority voting, which is defined as a majority of the quorum members present.

The Council shall use parliamentary procedures (the current edition of Robert's Rules of Order) to conduct business.

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.

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.

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 Lake County Juvenile Justice Coordinating Council on the 14th day of March, 2024 by a unanimous vote as reflected in the minutes of the March 14, 2024, meeting of the Lake County Juvenile Justice Coordinating Council.

DULY PASSED AND ADOPTED this ____ day of April, 2024 by the Board of Supervisors of the County of Lake, State of California, for the following vote.

AYES:

NOES:

ABSENT OR NOT VOTING:

ATTEST: SUSAN PARKER
Clerk of the Board

COUNTY OF LAKE

Chairman, Board of Supervisors

APPROVED AS TO FORM:

Lloyd Guintivano

County Counsel

