

Criminal Justice Advisory Council Johnson County, Kansas

By-laws:

Article I: NAME

The name of this entity is the Johnson County Criminal Justice Advisory Council, and it will be referred to as the Council in the following bylaws.

Article II: AUTHORITY

The Board of County Commissioners of Johnson County established the Council by resolution in March, 2008.

Article III: PURPOSE AND GOALS

A. Purpose:

The purpose of the Council is to provide a working forum to support communications and collaborative coordination between and among key justice system officials, advisory bodies, agencies and departments, and community leaders to promote public safety, to address the root causes of criminal behavior, and to help create a better community.

B. Goals:

The goals of the Council shall be to maintain public safety through the creation of alternatives for long-term offender success; to improve identification and analysis of corrections problems; to improve communication, cooperation and coordination among all stakeholders; to establish clear goals, objectives and priorities for public safety programs and policies related to the administration of justice; and to ensure the effective allocation of resources amongst the inter-related programs. It shall be the duty of the Council to:

- a. Study and evaluate the County's criminal justice system;
- b. Oversee the collection of criminal justice data for use by the Council and, as required, the Board or other County officials, agencies, departments, and operating units;
- c. Identify causes for past and current increases in jail populations, analyze the flow of processes in the criminal justice system, especially those directly impacting the County's jail population and make recommendations for process improvement that directly impact the jail population;
- d. Identify gaps or deficiencies in the criminal justice system and make recommendations that will eliminate duplication of services and fills service gaps;

- e. Make recommendations that will help control the costs of managing offenders;
- f. Evaluate and recommend crime prevention programs and early intervention and prevention programs, or other initiatives or programs that will reduce recidivism; and
- g. Increase community support for the criminal justice system, strategies for reducing the need for jail beds, and the overall goals established by the Board of County Commissioners.

Article IV: MEMBERSHIP

A. Membership Categories

The Council shall consist of not less than 20 members, who shall include or be representative of the following designated officials, organizations or classifications. The designations are:

- a. Johnson County Sheriff, or designee;
- b. Johnson County District Attorney, or designee;
- c. Chief Justice of the Tenth Judicial District Court, or designee;
- d. Chief Public Defender for Johnson County, or designee;
- e. District Court Administrator, or designee;
- f. County Manager;
- g. Executive Director of Johnson County Mental Health Center;
- h. Executive Director of the Kansas Reentry Policy Council, or designee;
- i. Designee of the Johnson County Chiefs' and Sheriffs' Association;
- j. Designee from the Juvenile Corrections Advisory Board, who shall be an active member of the Juvenile Corrections Advisory Board;
- k. Designee from the Community Correction Advisory Board, who shall be an active member of the of the Community Corrections Advisory Board;
- l. Designee of the Johnson County Bar Association;
- m. Director of the Johnson County Department of Corrections, or designee;
- n. Designee of the Johnson County Council of Mayors;
- o. Designee of the Johnson County Schools Superintendents Group;
- p. Designee of the Johnson County League of Women Voters;
- q. Two or three community leaders with experience/knowledge of State Government;
- r. An ex-offender; and
- s. Two to three representatives of faith-based or nonprofit organizations.

B. Membership Terms

All appointments shall be for the term of office for elected officials of the County for a term of two years for all members who are not county government officials, and for the term as specified by the Board for other County Government employees.

C. Designees

Where stated that a designee can substitute for the named member, such designee will thereafter become the member of the Council and no other substitutes will be seated without permission from the Chair of the Council.

D. Board Liaison

A non-voting liaison to the Criminal Justice Advisory Council shall be designated each year by the Chairman from the Members of the Board of County Commissioners, consistent with other liaison assignments to appointed boards and commissions by the Board of County Commissioners.

Article V: Meetings

A. Regular Meetings

The Criminal Justice Advisory Council shall meet no less often than bi-monthly. All meetings of the Council shall be subject to and comply with the Kansas Open Meetings laws.

B. Quorum

A quorum is no less than 60% of the total voting membership. As decisions will be made by consensus, 60% of the total membership must be present for a decision to be made. If a decision cannot be made through consensus, and a vote is taken, a quorum of 60% must be present at the time of the vote.

C. Staff Support:

Staff support and coordination for the effective operation of the Council shall be provided by the Criminal Justice Coordinator with the Office of the County Manager. The Criminal Justice Coordinator shall prepare such reports or papers as may be required by the Criminal Justice Advisory Council, and shall file bi-annually a report with the Board of County Commissioners detailing the Council's activities and such other and further data or information as may be directed by the Council.

Article VI: Chair

The Chairman of the Board of the County Commissioners shall designate the chair and vice chair of the Council, both of whom shall be selected from those members appointed from outside the organization of Johnson County Government. The vice chair shall serve in the absence or temporary disability of the chair, and perform those duties prescribed by the chair or as directed by the membership. The Chair of the Criminal Justice Advisory Council shall perform the following duties:

- a. Convene all meetings of the council and preside over its proceedings, ensuring orderly procedures in conducting business and maintain decorum to ensure that business is not disturbed or disrupted;
- b. When necessary or advisable, call a special meeting of the council in accordance with the applicable legal requirements;
- c. In consultation with the membership, define an annual work plan for the Council and provide leadership in communicating the plan and related priorities to the key stakeholders and the general public;
- d. Sign documents, records and reports, when authorized, on behalf of the Council; and
- e. Perform such other and additional duties as are incidental to or customary for such office or which are prescribed or approved by the Council.

Article VII: Voting

Parliamentary procedures will not be required as a normal practice of decision-making. Respectful dialog and the consensus style of decision-making are the preferred norm for the conduct of Council business.

In the event a decision cannot be achieved through consensus, the Chair may bring the matter to a vote.

Article VIII: Committees

The Council may establish and utilize committees or subcommittees of its members to assist in the performance of its goals and duties. Meetings of the committees or subcommittees shall comply with Kansas Open Meetings laws.

Article IX: By-law Changes

The Criminal Justice Advisory Council must approve any changes to the council by-laws. Proposed changes must be submitted to the Chair in writing two weeks prior to a vote being taken and distributed to the membership prior to the meeting for review. Changes to the by-laws must be approved by a favorable vote of two-thirds of all current council members.