

CDDO Procedure 14

COUNCIL OF COMMUNITY MEMBERS

Johnson County CDDO will develop and implement procedures to ensure compliance with the Developmental Disabilities Reform Act (DDRA) and the Kansas Department for Aging and Disability Services (KDADS) regulations and policies pertaining to the Act.

Procedure

The JCDS Governing Board, in meeting its obligations as a Community Developmental Disabilities Organization (CDDO) under Kansas Statutes Annotated (K.S.A.) 39-1805 as a part of the Developmental Disabilities Reform legislation hereby will organize a said Council of Community Members (CCM).

The Governing Board declares that its policy shall be set to meet the intent of requirements as established by the State of Kansas in Kansas Administrative Regulation (K.A.R.) 30-64-31. Further, the JCDS Governing Board fulfills its said duties as a Governing Board by establishing said Council of Community Members under its legal requirements in K.S.A. 19-4003 by formulating, establishing, and updating this policy as needed.

The following procedures are to allow for the orderly development and ongoing occurrence of the Council of Community Members.

A. Council Formation:

1. Membership: Members of the Council of Community Members consist of a selected number of individuals representing persons with intellectual and developmental disabilities (IDD), family members or guardians of a person with IDD, CDDO staff, and affiliate staff.
2. Term Limits: Members may serve no more than two consecutive three-year terms. Successor membership recommendations will be selected by a majority vote of the council.
3. Resignations: Should resignations occur, the council shall recommend replacements using the standard successor process.
4. Removal: Members of the council may be removed for acts constituting non-participation, a conflict of interest, illegal activities, individual representation of the council without council authorization, and other acts as determined and published by the council. No removal

action shall be taken without a majority vote of the full council.

B. Meetings:

1. Regular: Pursuant to regulations, the council shall meet at least quarterly for a regular meeting. Such meetings will follow calendar quarters.
2. Called: Special called meetings to fulfill responsibilities related to dispute resolution will be called by the council chairperson or vice-chairperson.
3. Time: Meeting times will be set by the council chairperson after consultation with the full council.
4. Accommodations: All meetings shall be held in accessible locations.
5. Open Meetings: All meetings of the council shall be open meetings and meet all Kansas Statutes on open meetings, including K.S.A. 75-4317 through 75-4320 or revisions thereto.

C. Voting Requirements:

1. Quorum: A quorum shall be a majority of the council membership.
2. Quorum Restriction: In order for a quorum to exist and conduct business at any meeting of the council, at least 51% of those council members present and qualified to vote shall be individuals with intellectual and developmental disabilities and family members/guardians.
3. Official Business: A quorum that meets C.2 must exist before any official business of the council can be conducted.
4. Proxies: Proxies shall not be allowed.
5. Alternative Locations: If a quorum is present at the meeting place, members not present may participate and be counted in attendance if connected by two way voice or video and voice electronic communications devices with those present at the meeting.

D. Indemnification:

JCDS shall, through its governmental entity status as an independent agency of county government, provide limited indemnification as provided for in the Kansas Tort Claims Act for members of the committee for official actions taken in performing their committee work. The council shall assure that members act in a manner that prevents acts of gross negligence, acts of malicious purpose, or in any manner exhibiting willful disregard of the rights, safety or property of any party to the process of dispute resolution.