

BY-LAWS
OF THE ALAMEDA COUNTY
JUVENILE JUSTICE COORDINATING COUNCIL

ARTICLE I

NAME

The name of this organization shall be THE ALAMEDA COUNTY JUVENILE JUSTICE COORDINATING COUNCIL.

ARTICLE II

AUTHORITY

This organization is authorized by Welfare and Institutions Code (WIC) Section 749.22 (established 9/15/98) and Board of Supervisors Resolution R-2021-78, dated February 9, 2021.

ARTICLE III

PURPOSE

The purpose of the Alameda County Juvenile Justice Coordinating Council (JJCC) shall be to:

1. Develop and implement a continuum of county-based responses to juvenile crime and to set priorities for the use of grant funds.
2. Develop a comprehensive multi-agency plan that identifies resources and strategies for providing a range of effective responses for crime prevention and intervention services and for the supervision, treatment, and incarceration of youth, including strategies to develop and implement local out-of-home placement options for the population.

Pursuant to WIC 1995 (a) and (b), the County is required to establish a subcommittee within its JJCC for the purposes of developing a plan to specifically address realigned youth, describing the facilities, programs, placements, services, supervision and reentry strategies that are needed to provide appropriate rehabilitation and supervision services for the population as described in subdivision (b) of WIC Section 1990.

ARTICLE IV

DUTIES

The Council shall have the following duties:

1. Assist the Chief Probation Officer in developing a comprehensive multi-agency juvenile justice plan 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 WIC 749.22 and Government Code Section 30061.

ARTICLE V

MEMBERSHIP

1. Including the Chief Probation Officer who shall serve as chairperson, the eleven (11) voting members of the Council shall include at least one representative from the following agencies:
 - At-large Community Member*
 - Board of Supervisors, as designated by Board
 - Community-based Drug and Alcohol Program*
 - County Office of Education or a School District
 - Department of Mental Health
 - Department of Social Services
 - District Attorney's Office
 - Oakland Police Department
 - Public Defender's Office
 - Sheriff's Office

*Identified non-permanent members

The membership shall reflect the seats as outlined in Board of Supervisors Resolution R-2021-78. If said resolution is amended, then the resolution shall govern and these bylaws shall be changed to reflect the same.

2. Two-year terms shall be served by all non-permanent Council members. Vacancies shall be announced at least 60 day prior to the end of the member's term. Representatives will be selected through an application process and referred by the permanent members of the Council to the Board of Supervisors. In making these referrals, the Council shall strive to ensure both geographical representation and a diversity of perspectives to fulfill the purpose of the Council as defined in Article III.
3. If a non-permanent Council member fails to attend three (3) consecutive Council meetings without the absence being authorized by the Chairperson or if the non-permanent Council member has not arranged for an alternate to represent him or her, it shall result in termination of the non-permanent Council member and a replacement shall be selected as described in Article V, subsection 2.
4. Non-permanent Council members may resign at any time by giving written notice to the Council. The resignation shall become effective the date the notice is received or at a later time specified in the notice; the resignation need not be accepted to be effective. The vacancy shall be filled pursuant to Article V, subsection 2.
5. Alternate Members:
 - a. 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.

- b. When representing a Council member at a Council meeting, the alternate member shall have the same voting power as the permanent member.

ARTICLE VI

JUVENILE JUSTICE COORDINATING COUNCIL REALIGNMENT SUBCOMMITTEE

PURPOSE

The Juvenile Justice Coordinating Council Realignment Subcommittee shall develop a plan describing the facilities, programs, placements, services, supervision and reentry strategies that are needed to provide appropriate rehabilitation and supervision services for the youth who are realigned from the state Division of Juvenile Justice to county based custody, care, and supervision or who were otherwise eligible for commitment to the Division of Juvenile Justice prior to its closure as described in subdivision (b) of WIC section 1990. The plan shall include all elements described in subdivision (c) of WIC section 1995.

MEMBERSHIP

The Chief Probation Officer shall serve as the Chair of the JJCC Realignment Subcommittee, which is composed of (17) members, and its body shall include the following members:

- County Office of Education or a School District Representative
- Court Appointed Attorney's Office Representative
- Delinquency Prevention Network Representative*
- Department of Mental Health Representative
- Department of Social Services Representative
- District Attorney's Office Representative
- Juvenile Court Presiding Judge
- Juvenile Justice Delinquency Prevention Commission Representative*
- Oakland Police Department Representative
- Public Defender's Office Representative
- Youth Representative*
- One Representative from each of the (5) five Supervisorial Districts, who shall be defined as individuals who have experience providing community-based youth services, youth justice advocates with expertise and knowledge of the juvenile justice system, or have been directly involved in the juvenile justice system. These individuals shall be selected by the Juvenile Justice Coordinating Council voting members, following the posting of vacancies and receipt of applications, with preference given to formerly justice-involved youth.*

*Identified non-permanent members

ARTICLE VII

RESPONSIBILITIES OF SUBCOMMITTEE MEMBERS

1. Chairperson - In accordance with Section 749.22 of the Welfare and Institutions Code, the Chief Probation Officer shall serve as the Subcommittee Chairperson. The Chairperson shall supervise and direct the Subcommittee 's activities. The Chairperson shall preside over all Subcommittee

meetings. The Chairperson shall have such other powers and duties as the Subcommittee or By-laws may prescribe.

- a. The Chairperson may select a Designee to preside at Subcommittee meetings in the event of the temporary absence. When so acting, the Designee shall have all the powers of, and be subject to, the restrictions of the Chairperson. The Designee shall have such other powers and perform other duties as the Subcommittee, or the By-laws prescribe.
2. Subcommittee Members – All identified Subcommittee Members shall attend scheduled meetings.
 - a. In the event of an absence, the Subcommittee Member shall designate, in writing provided to the Chairperson, a Designee to represent the member at the subcommittee meeting in the event the member is unable to attend a meeting. When representing a Subcommittee Member at a meeting, the Designee shall have the same voting power as the member.
3. Term of Office:
 - a. The term of office for the Subcommittee Chairperson shall be concurrent with his/her term as Chief Probation Officer. Each permanent Subcommittee member shall serve an indefinite term concurrent with his/her service to the organization he or she represents.
 - b. Non-permanent voting members shall serve two-year terms pursuant to Article V.1, until membership expires, is terminated, or the Subcommittee member resigns.

ARTICLE VIII

MEETINGS AND PROCEDURES

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

1. Regular Meetings:
 - a. The JJCC and the Subcommittee will meet quarterly, as set by the Chairperson.
2. Special Meetings:
 - a. 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.
3. Quorum and Voting Procedure:
 - a. Six (6) members shall constitute a quorum of the Council.
 - b. Nine (9) members shall constitute a quorum of the Subcommittee.
 - c. Decisions shall be reached through majority voting which is defined as a majority of the eligible voting members present.
 - d. The Council shall use parliamentary procedures to conduct business.
4. Setting the Agenda:
 - a. 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 identified Designee, no later than one week prior to the scheduled meeting.

ARTICLE IX

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.).

The JJCC adopts the following, potentially more restrictive rule regarding conflict of interest: a JJCC member shall abstain from participating in Council discussions, and voting on any JJCC funding issues, which involve their agency, company or department, or in which they have a personal financial interest.

ARTICLE X

SUBCOMMITTEES

The JJCC may designate subcommittees, on an as needed basis. These subcommittees may include JJCC members, as well as non-JJCC members. Subcommittees are subject to the Brown Act.

ARTICLE XI

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.