

BY-LAWS
OF
SOLANO CHILDREN’S ALLIANCE

ARTICLE I. NAME

The name of this organization shall be the Solano Children’s Alliance (ALLIANCE), one of two components of the Children’s Network with the other being the Children’s Network of Solano County (CHILDREN’S NETWORK).

ARTICLE II. AUTHORITY

The Solano County Board of Supervisors designated the Alliance as the statutorily required “local volunteer commission” to complete all tasks required of the Commission for AB2994 (CAPIT) and AB1733 (Children’s Trust Fund), the County’s Interagency Children’s Services Coordinating Council, and the Child Abuse Prevention Council.

ARTICLE III. PURPOSE

The purpose of the ALLIANCE is to join representatives from city and county agencies, private and community-based organizations, and concerned citizens in an effort to sustain and improve the quality, quantity and integration of services and programs available to Solano County children and their families.

Inherent to this purpose is:

- A. Increasing communication, coordination, collaboration and cooperation among public, private, and community service providers.
- B. Minimizing service duplication.
- C. Identifying gaps between needs and services provided.
- D. Enriching existing services.
- E. Prioritizing needed services.
- F. Researching the development of new services.
- G. Recommending funding for services and programs.

- H. Researching, monitoring and advocating for legislation relating to children, youths and families.

ARTICLE IV. ROLES AND RESPONSIBILITIES

ALLIANCE/BOARD OF SUPERVISORS

The ALLIANCE is responsible to the Board of Supervisors in carrying out its assigned tasks, including duties related to CAPIT and the Children's Trust Fund. Recommendations for funding, services and programs and legislation shall be reviewed by the ALLIANCE and submitted by the Executive Committee directly to the Board of Supervisors, who shall have the final approving authority.

ALLIANCE/CHILDREN'S NETWORK

The CHILDREN'S NETWORK is a separate, incorporated non-profit agency whose responsibilities include, but are not limited to, providing staff support to the function of the ALLIANCE through a contractual agreement between the CHILDREN'S NETWORK and the Solano County Board of Supervisors.

ARTICLE V. MEMBERSHIP

The ALLIANCE shall consist of twenty voting members appointed by the Board of Supervisors. The membership shall include:

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| 1. Health and Social Services | Two |
| 2. Probation, Juvenile Division | One |
| 3. Local child serving public agency | One |
| 4. Presiding Judge of Juvenile Court, Designee, or Representative of Juvenile Justice Services | One |
| 5. Superintendent of County Office Of Education or Designee | One |
| 6. Superintendent of a Local School District or Designee | One |
| 7. Representative from the District Attorney's Office | One |
| 8. Representative of Community Based Organizations that provide services to children and/or Families/Non-Profits desiring County partnership to meet children's needs | Five |
| 9. Board of Supervisors Member or Designee | One |
| 10. Representative of law enforcement | One |
| 11. Representative of the Regional Center | One |
| 12. Representative of the Child Care R&R or Child Care Planning Council | One |
| 13. Representative of Community Based Organizations with ties to ethnic communities | One |
| 14. Members at large (individuals not paid to work on children's service programs in Solano County, community representatives, parents, grandparents and/or consumers | Two |

The Executive Committee shall receive and review applications as vacancies occur and make recommendations for appointments to the Board of Supervisors. All members shall be appointed for four years from the date of appointment. Terms are renewable at the request of the Alliance and with the approval of the Board, but Alliance members must apply for reappointment. A member whose appointment has expired may continue to serve in that capacity until a new appointment is made or until the Board declares the position vacant.

Each Alliance member may designate one alternate to be recommended to the Executive Committee and appointed by the Board of Supervisors. Alternates may attend, participate, and vote on the member's behalf in the regularly scheduled Alliance meetings. The termination date of the alternate will coincide with the termination date of the primary Alliance member.

Any member may resign by filing a written resignation with the Executive Committee. A thirty-day advance notice shall be submitted whenever possible.

ARTICLE VI. MEETINGS

The Ralph M. Brown act shall govern the ALLIANCE meetings, but not the meetings of the Executive Committee. The Alliance shall hold a minimum of one meeting per month. Unless otherwise determined by a vote of the membership, the meeting shall be held on the first Wednesday of each month at a site identified in writing in advance of the meeting.

Members of the ALLIANCE shall receive by mail or email the minutes of the previous meeting and the agenda for the next meeting at least seventy-two hours prior to the next meeting date.

Robert's Rule of Order shall guide the ALLIANCE in its proceedings.

Public notice shall be made available through email, and posted at the Children's Network and at designated meeting locations.

Special meetings may be called by the ALLIANCE President at any time. Each member of the Alliance shall be given a minimum of 24 hours notice of such meetings.

Items that qualify as an emergency can be added to the agenda at the meeting by a two-thirds (2/3) vote.

Attendance at all meetings is recorded on a sign-in sheet. Members are responsible for signing the attendance sheet.

ATTENDANCE

It shall be the duty of ALLIANCE members to attend all meetings. In case of illness or other compelling commitments, the Executive Committee may excuse an absence. Such absences will be recorded in the minutes.

Should a representative fail to attend two meetings in one calendar year without being excused by the Executive Committee, that representative may lose its membership.

QUORUM

A majority of the members of the ALLIANCE shall constitute a quorum. In computing the quorum, the member appointed by the Board of Supervisors or, in the members absence, that member's Board of Supervisor's approved alternate, counts as one member toward the quorum. A quorum shall be necessary to conduct ALLIANCE business meetings.

VOTING RIGHTS

Each member of the ALLIANCE shall have one vote in all actions and decisions of the ALLIANCE. All action and decisions shall require a majority vote for approval.

ARTICLE VII. EXECUTIVE COMMITTEE

The Officers of the ALLIANCE shall be the Executive Committee which shall include the President, the Vice President, and the immediate past President. Additionally, the Chairpersons of each standing committee of the ALLIANCE shall be made members of the Executive Committee upon the request of the standing committee chair.

The Executive Committee shall:

- A. Set overall procedures and policies for conducting meetings
- B. Set agendas
- C. Review proposals of funding for new programs
- D. Make reports to the Solano County Board of Supervisors

ARTICLE VIII. OFFICERS

PRESIDENT

The President shall be the principal executive officer of the ALLIANCE and shall in general supervise and control all of the business and affairs of the ALLIANCE. He/she shall preside at all meetings of the members and in general shall perform all duties incident to the office of President and such other duties as may be assigned by the ALLIANCE from time to time. The immediate past president shall serve as the representative of the ALLIANCE to the Board of Directors of the CHILDREN'S NETWORK.

VICE PRESIDENTS

The offices of First Vice President and Second Vice President are established to provide for leadership continuity. The current year First Vice President shall be nominated to the position of President for the following year, and the current second Vice President shall be nominated to the position of first Vice President for the following year. The Nominating Committee shall also recruit and nominate a candidate for the position of second Vice President for the coming year.

The first Vice President shall in the absence of the President, perform the duties of the President, and when so acting, shall have all the powers of and subject to all restrictions upon the President. The Vice President shall routinely chair the Executive Committee meetings to gain experience in leadership and in managing the meeting agenda.

The second Vice President shall, in the absence of the first Vice President, perform the duties of the first Vice President, including the responsibility to chair the Executive Committee.

The First Vice President shall become the President for the remainder of the term if the office of the President becomes vacant, and the Second Vice President shall then become the First Vice President. A new second Vice-president shall be elected to serve in that capacity for the same period.

If the First Vice-President position becomes vacant, the Second Vice President shall become First Vice President for the remainder of that term. If the Second Vice President becomes vacant the Executive Committee may fill the office by appointment subject to ratification by the general membership.

ARTICLE IX. COMMITTEES

The ALLIANCE, by Resolution adopted by a majority, may designate and appoint one or more committees each of which may consist of two or more ALLIANCE members. Such committees will make recommendations to the Alliance and cannot independently exercise the authority of the Alliance except when specifically authorized to do so. Possible categories for committees include:

A. Gathering data to develop and maintain information on programs.

- B. Researching new services and programs.
- C. Reviewing and monitoring legislation.
- D. Lobbying for effective children's services with appropriate governmental bodies, so long as the positions taken are consistent with Board of Supervisor's policy positions.
- E. Providing a slate of officers at the time of the election of the Executive Committee.

Each committee may include non ALLIANCE members. Each committee shall have a Chairperson who shall be an ALLIANCE member.

ARTICLE X. ELECTION OF OFFICERS

NOMINATING COMMITTEE

The Nominating Committee shall be composed of ALLIANCE Officers and Committee Chairpersons. The Nominating Committee shall solicit from the voting membership names of candidates to be proposed for office. The current first Vice President shall be nominated for the position of President, and the current second Vice President shall be nominated for the position of first Vice President.

The Nominating Committee shall present the recommended slate of officers to the full membership at the April meeting each year.

ELECTIONS

The election of officers will be scheduled for the May meeting. The President shall also accept nominations from the floor. Voting rights are limited to those appointed members of the ALLIANCE. Voting is conducted by means of a secret ballot. Newly elected officers shall begin their responsibilities at the June or the next scheduled Council meeting.

TERM OF OFFICE

Each elected officer shall serve for a term of one year and may be re-elected for no more than two consecutive terms in the same office.

ARTICLE XI. BYLAWS

These by-laws shall be approved, and may be amended by a majority vote of those members of the ALLIANCE constituting a quorum, provided that the recommended amendments shall have been submitted in writing with a minimum of one month's notice to the ALLIANCE total membership for review. These by-laws shall become effective immediately upon the approval of the ALLIANCE.