

BYLAWS AND MEMORANDUM OF UNDERSTANDING

LARIMER COUNTY INTERAGENCY OVERSIGHT GROUP (LCIOG)

Pursuant to C.R.S. § 19-1-116

(Core Services Placement Alternatives Commission Board) &

C.R.S. § 24-1.9-102 (H.B. 04-1451)

BYLAWS

I. NAME

The name of this organization shall be called the Larimer County Interagency Oversight Group (LCIOG).

II. MISSION

This LCIOG Board's mission is:

To maintain and restore community health, safety and well-being by partnering with families, victims and communities to provide an integrated, immediate, and efficient continuum of local services for youth, birth to 18.

III. PURPOSE

- A. To prepare a plan for approval by the Board of County Commissioners for the provision of services to prevent imminent placement of children out of the home and to reunite children who have been placed.
- B. To review, on an ongoing basis, the effectiveness of programs designed to prevent or reduce placements and to report such findings to the Board of County Commissioners annually.
- C. To make other recommendations consistent with the mission.

IV. MEMBERS/MEMBERSHIP REQUIREMENTS

- A. The membership of the board shall consist of representatives of the following organizations as nominated by those organizations and appointed by the Board of County Commissioners. At least fifty percent (50%) of the board members shall represent the private sector (non-government). A member representing a specific agency, such as Sheriff or District Attorney, may designate some other member of that agency to attend with voting rights at any meeting in his or her place. Members from the community-at-large may not designate such an alternative.

Mandated - As required by C.R.S. § 24-1.9-102 (H.B. 04-1451)

1. Larimer County Department of Human Services - Children, Youth and Family Division
2. Eighth Judicial District Juvenile Court Magistrate (non-voting member)
3. Eighth Judicial District Probation Department
4. District Attorney's Office
5. Larimer County Department of Health and Environment
6. Local School Districts – Poudre School District representative
7. Local School Districts – Thompson School District representative
8. SummitStone Health Partners (CMHC)
9. Regional Behavioral Health Organization

BYLAWS AND MEMORANDUM OF UNDERSTANDING

10. Division of Youth Services
11. Managed Service Organization for the Provision of Treatment Services for Alcohol and Drug Abuse (Signal)
12. Community Domestic Abuse Provider

Non-Mandated - Not identified as required members in either C.R.S. § 19-1-116 or C.R.S. § 24-1.9-102

13. Larimer County Commissioner
14. District Court Judge
15. Family Advocate
16. Guardian Ad Litem
17. Youth Advocate Provider
18. Representative of Community at large
19. Representative from Colorado Youth Detention Continuum, 8th JD
20. Representative from Community Centered Board
21. Representative from Community at Large
22. Representative from Community at Large
23. Representative from Supported Housing provider
24. Representative of Community at large that have or are currently accessing youth or family services from a governmental or human service agency.
25. Representative of Community at large that have or are currently accessing youth or family services from a governmental or human service agency.

- B. Members of the LCIOG Board shall be replaced if the member is no longer involved with Larimer County, resigns from the board or no longer represents the agency that appointed them. Any member may resign at any time by giving written notice to the chairperson. Such resignation shall take effect at the time accepted by the Board of County Commissioners or specified therein, whichever is first to occur.
- C. At the discretion of the Board of County Commissioners, Board members missing three consecutive regular monthly meetings or four meetings within the calendar year may be replaced. This does not include special meetings or field trips.

V. TERMS

The following limitations are applied to board or commission membership:

- A. Terms will be staggered, beginning July 1st and ending June 30th and members will be appointed to three year terms.
- B. Mid-term appointments to positions that become vacant may be made at any time or may be postponed to the regular term period, at the discretion of the Board of County Commissioners.
- C. Term limits shall comply with Larimer County Administrative Policy and Procedure 100.1 as such unless otherwise mandated by federal regulation or state statute, no board member shall serve on any one board for more than two consecutive terms or six consecutive years, whichever is longer unless considered and approved by the Board of County.

VI. OFFICERS/ELECTION OF OFFICERS

GOVERNANCE MANAGEMENT

BYLAWS AND MEMORANDUM OF UNDERSTANDING

- A. The LCIOG Board shall elect from among their members by a majority vote, a Chair and Vice-Chair at the September meeting each year. Officers shall assume office upon election and serve for one year term up to six consecutive terms, or until their successors are elected.
- B. Duties of each of the officers are:
 - a. Chair: The Chair shall preside over all meetings of the LCIOG Board and shall be the official spokesperson for the Board
 - b. Vice-Chair: The Vice-Chair shall preside in the absence of, or at the request of the Chair.
- C. The Board of County Commissioners shall be notified when a new chair is elected.

VII. MEETINGS

- A. Regular meetings shall be held a minimum of six times a year at a date, time and location to be announced. Special meetings may be called at any time by the Chair or any members of the Board. Regular and special meetings are open to the public and shall be held only after required notice.
- B. Executive sessions may be called in accordance with C.R.S. § 24-6-402 by a majority vote of the membership present at any meeting for the purpose of discussing privileged information. No formal action shall be taken by the board at such sessions.
- C. A qualified employee of the Department of Human Services will take minutes at all meetings and will prepare the meeting agenda and mail, email or FAX it along with the minutes of the previous meeting and any other reports or information relating to this discussion to the members at least four business days preceding the regularly scheduled meeting. Reports or materials handed out at meetings shall be sent to members who were absent.
- D. A quorum at any meeting of the board shall consist of a minimum of 51% of appointed members. In the event a quorum is not present at any meeting, the members may adjourn and reschedule the meeting at a later date with required notice.

VIII. ADMINISTRATIVE POLICY AND PROCEDURE INCLUDING DISPUTE RESOLUTION

- A. LCIOG Board members shall conduct their business in a manner consistent with the conditions adopted by the Board of County Commissioners, included in Larimer County Administrative Policy and Procedures.
- B. All meetings and actions of any board, commission or task force shall be in full compliance with State Statutes governing open meetings. It is the responsibility of the Staff Liaison to be familiar with these statutes and regulations.
- C. The LCIOG Board shall not recommend any program or policy that would require an agency to overspend their budget.
- D. Disagreement between workers (either those on the integrated teams or other workers in the agencies who become involved in the cases) should first discuss their issues with each other and go to their supervisors if necessary to resolve disagreement. If supervisors of each agency cannot agree, the matter may be taken to the LCIOG. The LCIOG will make decisions by majority vote and all members agree to support the decisions of the group to the best of their abilities.

IX. FISCAL

BYLAWS AND MEMORANDUM OF UNDERSTANDING

- A. The LCIOG Board will be responsible for the development of recommendations of policies and procedures that will delineate how funding decisions will be determined including the criteria for decisions, information to be required from interested applicants and how these entities will be monitored and held accountable for funding received.
- B. The Larimer County Interagency Oversight Group has final decision making authority on all fiscal matters concerning C.R.S. § 24-1.9-102 (H.B. 1451) matters.
- C. The Larimer County Interagency Oversight Group has advisory capacity for fiscal matters under C.R.S. § 19-1-116.
- D. In the event that the Larimer County Interagency Oversight Group disbands, the Larimer County Interagency Oversight Group will meet to discuss how to disburse any available funds within the context of the goals of the statute. Distribution of funds will be decided upon by a majority vote of 51% of the remaining LCIOG members.

X. COMMITTEES

Committees may be appointed by the LCIOG Board from the board membership or designees from the board membership, from time to time, to work on special projects and report their findings at regular meetings. Upon completion of the assigned task, the board shall dissolve such committees.

XI. PARLIAMENTARY AUTHORITY/VOTING

- A. Each member of the LCIOG shall be entitled to vote on any recommendation made by the board. A majority vote is required for a motion to pass.
- B. A quorum at any meeting of the board shall consist of a minimum of 51% currently appointed members. Any action by those present, provided there is a quorum, constitutes an action of the board. In the event a quorum is not present at any meeting, the members may adjourn and reschedule the meeting at a later date with required notice.

XII. CONFLICT OF INTERESTS

- A. A conflict of interest occurs when and Board member's private, personal relationships interest diverge so that an independent observer may reasonably question whether the person's actions or decisions are determined by personal benefit, gain or advantage.
- B. Board members shall not use their membership for private gain, and shall act impartially and not give preferential treatment to any private organization or individual.
- C. A board member who has a personal or private interest in a matter proposed or pending shall disclose such interest to the Board, shall not vote on the item, and shall not attempt to influence the decisions of the other members voting on the matter.
- D. If a member's agency is seeking funds, such members will abstain from voting on their proposal.

XIII. AMENDMENTS

- A. These bylaws may be approved or amended in whole or in part by a 2/3 vote of the Larimer County LCIOG Board members, subject to approval by the Board of County Commissioners, during a regularly scheduled meeting provided any proposed changes to the bylaws are distributed in written form to all members at least ten days prior to the meeting at which action is to be taken on the proposed changes.

Approved by the Larimer County Extension Advisory Committee this ____ day of

COLLECTIVE BARGAINING
BYLAWS AND MEMORANDUM OF UNDERSTANDING

Approved by the Larimer County Board of County Commissioners this 30 day of
August, 2022

Board of Commissioners of Larimer County, Colorado

By: Justin Stephens
(Chair)

Date: 8/24/2022
Approved as to Form:

David P. Ayraud
Senior County Attorney

Date: 8/24/2022
Averil Strand
LCIOG Chair

Signature: Averil Strand
Averil Strand (Aug 24, 2022 13:08 MDT)
Email: strandaa@msn.com