

KITTITAS COUNTY
Department: Developmental Disabilities

AGENDA STAFF REPORT

AGENDA DATE: May 17, 2011

ACTION REQUESTED: Review, discuss, and approve *Kittitas County Mental Health/Developmental Disabilities revised By-Laws*

BACKGROUND: The By-Laws provide the guidance and direction for the Mental Health /Developmental Disabilities Advisory Board. They have not been revised for a number of years. The By-Laws should accurately represent current operations of the Board and position the Board to operate with By-Laws that support the actions and activities of the Board.

INTERACTION:

- Review initiated at the direction of the MH/DD Advisory Board
- Executive Committee designated to review and present changes to the full Board
- Executive Committee developed draft
- Draft of revised By-Laws reviewed extensively by the full Board
- Revised By-Laws accepted with recommendation to the Board of County Commissioners for adoption for use by the Kittitas County Mental Health/Developmental Disabilities Advisory Board, June 2010 MH/DD Advisory Board meeting.
- BOCC requested PA review of Conflict of Interest
- Conflict of Interest Language developed and submitted to PA for review.
- Language reviewed by PA and reviewed by MH/DD Board
- Board recommends BOCC approval of By-Laws with COI language developed in conjunction with the PA.

RECOMMENDATION: Review and approve MH/DD Advisory Board By-Laws

Conflict of Interest Incorporated in By-Laws: No Board member shall have a contract with the County to provide training, Community information Activities, Consumer Support, or Other services as defined in the DDD BARS Supplement, nor shall any board member be an officer, member, or employee of an agency contracting with the County to provide such services. Subcontractors who receive funds from agencies under contract with the County shall not be similarly barred from membership. However, all members shall fully disclose to the Chair all matters of financial interest and other matters relating to Appearance of Fairness and conflict of interest concerns. The Chairperson shall decide all related issues, including the necessity or desirability to excuse any member from discussions and/or voting on particular issues.

HANDLING: Review by staff, review by Executive Committee, Review and acceptance by full MH/DD Board, Included on BOCC agenda for review and approval

ATTACHMENTS: Revised By-Laws, MH/DD Advisory Board

LEAD STAFF: Bruce Tabb