

January 2017

**BY-LAWS
OF
THE REGION VI BEHAVIORAL HEALTH BOARD**

ARTICLE I: NAME AND ESTABLISHMENT

The name of this organization shall be Region VI Behavioral Health Board.

In accordance with Idaho Code 39-3132 this Board is established with the legislative intent to be recognized as a governmental entity authorized by the state, in the same manner as other single purpose districts. This Board shall have no authority to levy taxes. The Board is authorized to provide the community family support and recovery support services listed in Idaho Code 39-3135 (7), but is no limited or required to manage those services.

ARTICLE II: JURISDICTION

The principal business of this Board shall cover the Region 6 counties.

ARTICLE III: MEMBERS, OFFICERS, AND ELECTIONS

- Section 1. Members shall be selected in accordance to Idaho Code 39-3130 totaling 22 members with the following allocation:
- a. Three (3) county commissioners or their designee;
 - b. Two (2) Department of Health and Welfare employees who represent the behavioral health system within the region;
 - c. One (1) parent of a child with a serious emotional disturbance;
 - d. One (1) parent of a child with a substance use disorder;
 - e. One (1) law enforcement officer;
 - f. One (1) adult mental health services consumer representative;
 - g. One (1) mental health advocate;
 - h. One (1) substance use disorder advocate;
 - i. One (1) adult substance use disorder services consumer representative;
 - j. One (1) family member of an adult mental health services consumer;
 - k. One (1) family member of an adult substance use disorder services consumer;
 - l. A private provider of mental health services within the region;
 - m. A private provider of substance use disorder services within the region;
 - n. A representative of the elementary or secondary public education system within the region;
 - o. A representative of the juvenile justice system within the region;
 - p. A representative of the adult correction system within the region;

- q. A representative of the judiciary appointed by the administrative district judge;
- r. A physician or other licensed health practitioner from within the region;
- s. A representative of a hospital within the region;

Section 2. In accordance with Idaho Code 39-3134 the appointing authority committee shall meet annually or as needed to fill vacancies on the Board. The committee shall request nominations from the Board, families, consumers, providers, advocacy groups, and public. The list of appointments shall be submitted to the Executive Committee and/or partnering public entity should one be established. The appointing authority in each region shall be a committee composed of the following:

- a. Chair of the board of county commissioners of each of the counties within the region,
- b. Current chair of the Regional Behavioral Health Board and
- c. One representative of the Department of Health and Welfare from the region.

Section 3. The Board shall, annually (or as needed); elect to a one year term a Chair, Vice Chair, and Secretary.

Duties for the elected positions are as follows:

Duties of Chair: The Board Chair conducts Behavioral Health Board meetings, prepares the meeting agenda after receiving agenda suggestions from Board and Staff members, assist all Board committees, identifies and monitors Behavioral Health Board agreed upon goals, and maintains appropriate communication with Region VI Board Members, Staff, and other stakeholders.

Duties of Vice Chair/Chairman Elect: The Vice Chair shall act as an aide to the chair and shall perform the duties of the Chair in the absence or inability of the Chair to act.

The hired position will act as secretary.

ARTICLE IV: TERM – VANANCIES – COMPENSATION

Section 1. In accordance with Idaho Code 39-3134, the term of each member of the Board shall be for four (4) years and members shall be eligible for reappointment. Current membership and term expiration dates shall be recorded in the minutes of the September meeting each year.

Resignation from the Board must be in writing and received by the Secretary.

Termination from the Board will occur if there are three unexcused absences from regularly scheduled board meetings in a year. Board membership may be terminated by a Board vote. The vote to terminate a Board member must receive a two-thirds majority of the Board. The Board member who is the subject of the termination vote may not be present at the time of the vote. A letter of termination signed by the Board Chair will be delivered in writing and received by the Secretary.

- Section 2. Vacancies shall be filled for the unexpired term in the same manner as outlined in Idaho Code 39-3134.
- Section 3. As resources allow, Board members shall be reimbursed from Board funds at the approved reimbursement rates set by the contracting agency for travel and expense to attend meetings of the Board and other activities. Reimbursement requires 2/3 vote and prior authorization.
- Section 4. Board members shall be compensated as provided for in section 69-509(b) Idaho Code and such compensation shall be paid from the operating budget of the Regional Behavioral Health Board as resources allow and if approved by the Board.

ARTICLE V: MEETINGS

- Section 1. The Board shall meet once a month unless voted on by the Board.
- Section 2. All meetings are open to the public and subject to the requirements of Idaho's Open Meeting Law, Idaho Code Chapter 23, title 67.
- Section 3. A simple majority of the members of the Board constitutes a quorum. Coting by proxy will be allowed. Voting over a conference call line during the regular meeting or via email within a one-week window around the meeting date will be allowed.
- Section 4. Board members unable to attend a meeting shall notify the Board Secretary, Chairperson, or designee. Three consecutive absences without good cause may be deemed a termination of Board membership; the Board will consider and vote on any issues of termination of a member at the next regularly scheduled Board meeting. The Board Secretary or designee shall notify any member after two such absences.
- Section 5. Conference call lines and video conferencing connections will be made available to facilitate participation of members in outlying communities.
- Section 6. Community members are encouraged to attend and participate as time allows in Board meetings. Community members are not voting members of the Board.

ARTICLE VI: POWERS AND DUTIES

- Section 1. In accordance with Idaho Code 39-3135 the Regional Behavioral Health Board:
- (a) Shall advise the state behavioral health authority and the State Planning Council on local behavioral health needs within the region;
 - (b) Shall advise the state behavioral health authority and the State Planning Council of the progress, problems and proposed projects of the regional service;

- (c) Shall promote improvements in the delivery of behavioral health services and coordinate and exchange information regarding behavioral health programs in the region;
- (d) Shall identify gaps in available services including but not limited to services listed in section 16-2402 (3) and 39-3131 Idaho Code and recommend service enhancements that address identified needs for consideration to the state behavioral health authority;
- (e) Shall assist the State Planning Council with planning for service system improvement. The planning council shall incorporate the recommendation to the Regional Behavioral Health Boards into the annual report provided to the Governor by June 30th of each year. This report shall also be provided to the legislature.
- (f) May develop, or obtain proposals for, a petition for regional services for consideration by the state mental health authority.
- (g) May accept the responsibility to develop and provide community family support and recovery support services in their region. The Board must demonstrate readiness to accept this responsibility and shall not be held liable for services in which there is no funding to provide. The readiness criteria for accepting this responsibility shall be established by the State Planning Council. The State Planning Council shall also determine when a Regional Behavioral Health Board has complied with the readiness criteria. Community family support and recovery support services include, but are not limited to:
 - a. Community consultation and education;
 - b. Housing to promote and sustain the ability of individuals with behavioral health disorders to live in the community and avoid institutionalization;
 - c. Employment opportunities to promote and sustain the ability of individuals with behavioral health disorders to live in the community and avoid institutionalization;
 - d. Evidence based prevention activities that reduce the burden associated with mental illness and substance use disorders; and
 - e. Supported services to promote and sustain the ability of individuals with behavioral health disorders to live in the community and avoid institutionalization including, but not limited to, peer run drop-in centers, support groups, transportation and family support services.
- (h) Shall annually provide a report to the State Planning Council, the regional behavioral health centers, and the state behavioral health authority of its progress towards building comprehensive community family support and recovery support system that shall include performance and outcome data as defined and in a format established by the planning council; and
- (i) The regional Board may establish subcommittees as it determines necessary and shall, at a minimum, establish and maintain a Children's Mental Health subcommittee.
- (j) The Executive Committee will appoint such other committees and subcommittees as are needed to achieve the objectives of the Board. The Executive Committee may invite individuals who are not members of the Board to serve on committees and subcommittees, however, committee chairs shall be members of the Behavioral Health Board.

ARTICLE VII: BASIC POLICIES

- Section 1. This Board shall be noncommercial, nonsectarian, and nonpartisan.
- Section 2. No personal shall be excluded from membership on the basis of race, color, creed, national origin, disability, gender, sexual-orientation, or gender identity.
- Section 3. Subcommittees or working groups must be officially approved by the Board and must not speak for the Board or take actions on behalf of the Board unless prior Board approval is given. The purpose of the subcommittees or working groups is to carry out the functions of the Board and members may be appointed from outside the Board membership.

ARTICLE VIII: PROCEDURES

- Section 1. PARLIAMENTARY AUTHORITY: *Robert's Rules of Order* (Simplified) shall be the governing authority for the order of business and conduct of all meetings of the Board, the Executive Committee, and other committees of this organization when not in conflict with these By-Laws.
- Section 2. All actions shall be based on a simple majority vote of the quorum. Unless otherwise specified in the By-Laws.
- Section 3. Individual members of the Board shall not speak for the Board, except on specific delegation.

ARTICLE IX: AMENDMENTS

The sections of these By-Laws not mandated by law may be amended at any meeting of the Board by a two-thirds vote, provided the amendment is presented in writing to all members prior to the business meeting at which they are presented for adoption.

Amendment I:

These bylaws were approved at a regular Board meeting on the 21ST day of FEBRUARY, 2017.

Signatures: Mark Sumner
Chair
Barry R Jones
Vice Chair

Board