

Background:

During the October Council meeting, Hunter Adkins, Cindy Swain and Jeff Kaufmann were selected as member of the Nominating Committee. Those members selected Ms. Adkins to Chair the Committee this year and report the Committee’s nominations to the Council. The Committee will provide recommendations for the Council Vice-Chair and the Consumer Member-at-Large to the Executive Committee. Nominations from the floor may also be accepted.

A summary outlining Nominating Committee Procedures and the Council’s election process is included.

Council

Agenda Item 6-7.

Expected Action:

The Council will receive nominations for Council Vice-Chair and for the Consumer (Self-Advocate) Delegate at Large to the Executive Committee, and will elect individuals to each position.

Texas Council for Developmental Disabilities (TCDD) Nominating Committee Information

Hunter Adkins, Cindy Swain and Jeff Kaufmann were selected during October meetings as the Nominating Committee to bring forward nominations during the February 2013 meeting for Council Vice-Chair and for the Consumer Delegate-at-Large to the Executive Committee. Those members have selected Hunter Adkins to serve as Chair of the Committee.

We are sending this email to solicit nominations from the members at large. A few sections from TCDD Policies are pasted below that describe the qualifications and duties of officers, provisions for nominating the Vice- Chair, responsibilities of the Nominating Committee, and provisions for nominating the primary consumer delegate-at-large who is a member of the Executive Committee. A few notes for your consideration:

- Council members may indicate their interest in serving in either or both positions provided they meet the qualifications.
- Council Procedures do **not** allow members of the Nominating Committee to be nominated for Vice-Chair or the consumer delegate-at-large position.

Action Required:

Please send you're an email expressing your interest in a position and explaining why you or someone you wish to nominate would be a good choice to fill this position. Refer to the resource information below in making your decision. Please return your email no later than January 6th, if at all possible.

VICE CHAIR:

- When considering a nomination for Council Vice-Chair, please remember that in addition to the "usual responsibilities" as Vice-Chair, this person also Chairs the Council's Audit Committee.
- TCDD Policies provide that an agency representative to the Council is **not** eligible to serve as Council Vice-Chair (i.e. those from the following agencies: DADS, DARS, DSHS, HHSC, TEA, Disability Rights Texas, the Center for Disability Studies at UT-Austin, and the TX A&M Center for Disability and Development).
- TCDD policies stipulate that Council members may serve no more than two consecutive, one-year terms as Vice-Chair.
- Current Committee Chairs are eligible for nomination to serve as Vice-Chair as well as newly appointed Council members, excluding the agency representatives.
- Andrew Crim is currently serving his first term as vice chair and is eligible to serve a second term.
- The chart that follows lists Council members eligible to be nominated for the office of Vice-Chair.
- Note: The Nominating Committee cannot nominate a member of the Committee. However, a Council member may nominate a member of the Nominating Committee members from the floor.

Council Members Eligible to be Nominated for the Office of Council Vice-Chair

Council Member	Term Expires	From	Can be Reappointed
Hunter Adkins	2015	Lakeway	Nom. Comm.
Kimberly Blackmon	2015	Ft. Worth	
Kris Clark	2017	San Antonio	
Gladys Cortez	2017	McAllen	
Kristen Cox	2015	El Paso	
Andrew Crim	2013	Ft. Worth	Yes
Mateo Delgado	2013	El Paso	Yes
Stephen Gersuk	2013	Plano	Yes
Cindy Johnston	2013	Dallas	Declined

Diana Kern	2015	Cedar Creek	
Scott McAvoy	2015	Cedar Park	
John Morris	2013	Austin	No
Dana Perry	2015	Brownwood	
David Taylor	2017	El Paso	
Lora Taylor	2013	Houston	Yes
Rick Tisch	2015	Spring	
Susan Vardell	2013	Whitesboro	No

CONSUMER DELEGATE AT LARGE:

- Council Policies do not limit the number of terms a member may serve as the primary consumer delegate-at-large on the Executive Committee.
- Diana Kern is currently serving in her first term as the primary consumer delegate-at-large on the Executive Committee, and is eligible to be nominated for another term.
- Hunter Adkins, Cindy Johnston, and John Morris have each previously served one or more terms as the Consumer Member-At-Large.

**Consumer Council Members Eligible for Nomination for
Consumer Delegate-at-Large to Executive Committee**

Council Member	Term Expires	From	Can be Reappointed
Hunter Adkins	2015	Lakeway	Nom. Comm.
Kimberly Blackmon	2015	Ft. Worth	
Mateo Delgado	2013	El Paso	Yes
Cindy Johnston	2013	Dallas	Declines
Diana Kern	2015	Cedar Creek	
John Morris	2013	Austin	No

From: Council Policies

V. OFFICERS

- A. Positions and Qualifications. Officers of the Council shall be a Chair and Vice-Chair. A representative of a state agency may not serve as an officer of the Council.
- B. Appointment and Election Procedures.
1. The Council Chair shall be designated by the Governor to serve a term at the will of the Governor.
 2. The Council Vice-Chair shall be elected by the Council at the first regular Council meeting of the new calendar year except for a vacancy. The term of office for the Council Vice-Chair shall be one calendar year. No member may hold the office of Council Vice-Chair for more than two consecutive full terms.

C. Vacancies in Office

1. A vacancy in the office of Council Chair may be filled only by the Governor. The Council Vice-Chair shall perform the duties of the Chair during the period of vacancy.
2. A vacancy in the office of Vice-Chair may be filled by a majority vote of the members present at any scheduled meeting of the Council. Vice-Chairs elected in this manner shall serve until the election of a Vice-Chair at the first regular Council meeting of the new calendar year.

D. Duties of Officers

1. The Chair is responsible for the general supervision of all activities of the Council in order to assure that the objectives of the Council are executed in the best possible manner. The responsibilities of the Chair shall include, but not be limited to, the following duties:
 - (a) The Chair shall preside at all Council meetings.
 - (b) The Chair shall serve as the Chair of the Executive Committee and as a voting, ex-officio member of all committees except the Nominating Committee.
 - (c) The Chair shall appoint the members of all standing and ad hoc committees except the Nominating Committee and the Executive Committee.
 - (d) The Chair shall appoint Chairs of all standing committees in a manner prescribed in Article VI of these bylaws. All such appointments are subject to the approval of the Council.
 - (e) The Chair shall call special meetings of the Council, as necessary.
 - (f) The Chair shall approve the agenda for each Council meeting.
 - (g) The Chair shall represent the Council at public meetings and conferences and in dealing with other organizations or shall designate an alternate to do so.
 - (h) The Chair shall approve out-of-state travel of Council members or staff pursuant to travel procedures established by the Executive Committee.
 - (i) The Chair shall provide advice and consultation to the Executive Director concerning activities conducted by Council staff.
 - (j) The Chair shall prepare the annual performance evaluation of the Executive Director after considering input from Committee Chairs and Council members.
 - (k) The Council Chair shall be authorized to act for the Council on matters which require Council action when neither the appropriate committee(s) nor the full Council can meet, providing:
 - i. input is solicited from the Council Vice-Chair, the Chair of the appropriate Committee, and other members of the Council reasonably known to be knowledgeable about the matter at hand (For purposes of this sub-section, "input" means to receive and disseminate information.); and,
 - ii such action shall be reviewed by the appropriate Committee of the Council when it next meets.

In the event three or more Council members place in writing a request for recession of this authority to the Executive Committee, this authorization may be temporarily suspended by the Executive Committee pending full review by the Council. The Executive Committee shall review and affirm or disaffirm such actions and recommend to the Council continuance or discontinuance of authority for such matters.

2. The responsibilities of the Vice-Chair shall include, but not be limited to, the following duties:
 - a. The Vice-Chair shall perform the duties of the Chair in all cases when the Chair is unable to serve.
 - b. The Vice-Chair serves as Chair of the Audit Committee.
 - c. The Vice-Chair shall be a voting ex-officio member of all other committees except the Nominating Committee.
 - d. The Vice-Chair shall assume such additional duties as may be requested by the Chair.

VII. COMMITTEES OF THE COUNCIL

G. Nominating Committee Duties and Composition

1. The Nominating Committee shall have the following powers and duties, and others that may be designated from time to time by the Council:
 - (a) Presents a recommendation to the full Council for the office of Council Vice-Chair at the winter Council meeting.
 - (b) Presents a recommendation to the full Council for a primary consumer delegate-at-large to the Executive Committee at the winter Council meeting.
2. Each standing committee except the Executive Committee shall elect one member for the Nominating Committee prior to the fall Council meeting.
3. At the fall Council meeting, the Council shall elect a member who is not an Executive Committee member to serve as a member of the Nominating Committee and, if necessary, an additional member to ensure a committee of not less than three nor more than five members. The members of the nominating committee shall select a Chair from among the members of the committee.

COUNCIL PROCEDURE #7: NOMINATING COMMITTEE ELECTION PROCEDURES

1. **Council Member Input.** The Nominating Committee shall solicit input from Council members prior to determining nominations for Council Vice-Chair and for Consumer Member-at-Large to the Executive Committee.
2. **Meetings.** Meetings of the Nominating Committee shall be restricted to members of the Committee only.
3. **Members Not Eligible.** Nominating Committee members are not eligible for nomination for Vice-Chair or Consumer Member-at-Large.
4. **Nominations from the Floor.** Nominations by Council members from the floor will follow presentation of each nomination by the Nominating Committee. Nominations from the floor do not require a second.
5. **Ballot.** If more than one individual is nominated for a position, the election shall be by secret ballot. The Nominating Committee Chair shall count the ballots and announce the outcome.
6. **Vacancy.** A vacancy in the office of either position may be filled by a majority vote of the members present at any scheduled meeting of the full Council. Nominations shall be made by the Chair of the Nominating Committee, with additional nominations accepted from the floor. Individuals elected in this manner shall serve until regular elections at the next winter Council meeting.