

Background:

Council Policies provide for a Nominating Committee to be established each year at the fall Council meeting. Both the Public Policy Committee and the Project Development Committee will select one committee member to be a member of the Nominating Committee. The Council will select a third member of the Committee. Those three members will select a Committee Chair from among their members at their first meeting.

Nominating Committee:

1. Project Development Committee – one member
2. Public Policy Committee – one member
3. Council – one member

The Nominating Committee will bring forward nominations at the February Council meeting for:

- Council Vice-Chair
- Consumer (self-advocate) member-at-large on the Executive Committee

TCDD Policies limit members from serving no more than two consecutive terms as Vice-Chair. **Kristen Cox** is currently serving in her second term as Council Vice-Chair and is not eligible to serve another term.

Council Policies do not limit the number of consecutive terms that a member may serve as the consumer (self-advocate) member-at-large to the Executive Committee. **Michael Peace** is in his second term as the consumer member-at-large and is eligible for another term.

Please remember that members of the nominating committee are not eligible to be considered for a nomination to either of these positions. State agency representatives are eligible to serve on the nominating committee but may not serve as Council Vice-Chair.

Project Development Committee — Agenda Item 10

Expected Action:

The Committee will select one member of the Committee to serve as a member of the Nominating Committee.

Public Policy Committee — Agenda Item 9

Expected Action:

The Committee will select one member of the Committee to serve as a member of the Nominating Committee.

Council — Agenda Item 6

Expected Action:

The Council will select one Council member to serve on the Nominating Committee.

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.