

Churchill County Social Services Advisory Board

CHARTER

PREAMBLE

WHEREAS, Churchill County Social Services desires to cooperate in the planning and delivery of human service programs and abide by the community action model delivery of human service programs.

WHEREAS, Churchill County has recognized county agencies, business and units of local government to be eligible and have elected to serve as the governing body for a community action program under regulations issued by the Community Services Program.

ARTICLE 1

NAME, AREAS SERVED, MEMBERSHIP

The organization shall consist of the following parties:

- 1. Churchill County elected official / designated representative
- 2. FRIENDS family resource center representing the low income service population
- 3. Private Business

ARTICLE 2

PURPOSE

Churchill County Social Services shall operate as a community action agency to coordinate the planning and delivery of Social Services to residents of the County. Churchill County Social Services shall address the needs of low income and at-risk persons and shall work toward the goal of alleviating the conditions and causes of poverty.

ARTICLE 3

ADVISORY BOARD STRUCTURE

1. County Advisory Board

A. Membership: The County Advisory Board shall have membership of three (3) persons: 1. One member is elected Official or designated representative; 2. One member from the business sector; and, 3. One member representing the interests of low income persons.

B. Meetings: The Advisory Board shall hold one regular meeting each quarter. The time and place of the regular meeting shall be set by present members at each meeting, and posted on the County website and local social service agencies. Advisory Board members shall be sent an agenda for a regular meeting at least three (3) days prior to the date of the meeting, and all agendas shall be posted in accordance with Nevada State Public meeting law, except as otherwise provided for by law, all meetings of the advisory board shall be governed by the provisions of Chapter 241 of the Nevada Revised Statutes (Open Meeting Law).

A quorum of the Advisory Board shall consist of two (2) members. Any action taken by the advisory Board must be made and based upon simple majority of the members present. In the event of a tie vote, the matter must be reconsidered at the next regular meeting of the board.

- C. Powers and Duties: The Advisory Board, as a full Board, shall have authority to make recommendations for the following: annual grant budgets and audits; approve concept paper, contracts, and grants; assist in the conceptual planning of future services; assist in completion of the annual evaluation of the Director, only to make recommendations on performance; give recommendations on polices pertaining to community action agency activities; review close-out and monitoring reports; and take such other action as requested by the Churchill County Commissioners or Director of Churchill County Social Services
- D. Officers: Each member of the Advisory Board shall have co-equal authority in the discharge of his/her duties as provided for by Section C hereof.
- E. Voting: Each member of the Advisory Board shall have one (1) vote as provided for in Section D hereof.
- F. Committees: The Advisory Board shall authority to form a special committee for the express purpose of addressing exceptional concerns of individuals in Churchill County, Nevada. Any special committees formed under this section shall consist of at least (1) member of the board and such other persons as the board may direct.

G. Confidentiality: The Advisory board or any special committee formed, pursuant to Section F. hereof, shall have the duty of ensuring compliance with federal and state law governing confidentiality and privacy of any persons who are the object of human services programs.

ARTICLE 4

ADMENDMENT, PARTIAL PARTICIPATION AND DISSOLUTION

This Charter shall be effective upon approval of the county Commission at a public meeting thereof. The same shall continue pending further action by the Board of County Commissioners.

Any member of the Advisory Board may seek to withdraw his/her membership. Notice of intent to withdraw must be made to the Advisory Board upon sixty (60) days prior written notice of intent to withdraw.

The Director of Churchill County Social Services, Members of the Advisory Board, or County Commissioners shall have the right to make nominations on replacement of withdrawn members. Recommendations shall be recommended by the Advisory members to the County Commissioners for final approval.

ACTICLE 6

COMPLIANCE WITH FEDERAL, STATE AND LOCAL LAWS

The Advisory Board must comply with all applicable federal, state, and local laws or ordinances in the discharge of its functions in this Charter.

Dated this 18 day of April, 2007.	
Churchill County Board of Commission:	
Gwen Washburn, Chair	
Advisory Board Members:	
Brad Goetsch, County Manager	Karen Stoll, FRIENDS Director
Lori Capurro, Owner Anchor Properties	