

BYLAWS
OF THE
CLARK COUNTY
DEVELOPMENTAL DISABILITIES ADVISORY BOARD

Article I

TITLE

CLARK COUNTY
DEVELOPMENTAL DISABILITIES ADVISORY BOARD

Article II

PURPOSE AND AUTHORITY

- Section 1. Under provisions contained in RCW 71A.14.020, the Board of County Commissioners is authorized to appoint a developmental disability board to plan services for people with developmental disabilities, to provide directly or indirectly a continuum of care and services to persons with developmental disabilities and their families, and to coordinate all of the local services for persons with developmental disabilities within the county served by such a community board.
- Section 2. Under Clark County Resolution No. 1980-12-35, effective January 1, 1981, there is created a Developmental Disabilities Advisory Board, which shall be the community developmental disabilities program administrative board prescribed by RCW 71A.14.020 (Advisory Board).
- Section 3. The purpose of the Advisory Board is to:
- a) Advise and make recommendations to the Board of County Commissioners relating to developmental disabilities..
 - b) Assist the Developmental Disabilities Program with the development and maintenance of a comprehensive plan.(WAC 388-850)
 - c) Provide community leadership and input on the improvement of community developmental disabilities services.

Article III

MEMBERSHIP

- Section 1. The Advisory Board shall consist of ten (10) members, at least one of whom shall have a developmental disability as defined by Federal law. Members of the Advisory Board shall be appointed in accordance with RCW 71A.14.020 by the Board of County Commissioners to serve without compensation.
- Section 2. The term of office of Advisory Board members shall be three (3) years.
- Section 3. Each vacancy shall be filled for the remainder of the unexpired term.

Article IV

OFFICERS

- Section 1. Officers shall be: Chairperson and Vice-Chairperson.
- Section 2. Officers shall serve for a term of one (1) year or until their successors are elected. More than one (1) term may be served. Election of officers shall be held at the last regular board meeting of the calendar year.
- Section 3. The officers shall perform the duties prescribed by these Bylaws and by the parliamentary authority adopted by the Advisory Board.

Article V

MEETINGS

- Section 1. Regular meetings of the Advisory Board shall be held on the first Wednesday of each month unless otherwise ordered by the Advisory Board or by the Executive Board and shall be announced publicly in advance.
- Section 2. Special meetings can be called by the Chairperson, Vice-chairperson or three or more members of the Advisory Board. The purpose of a special meeting shall be stated in the call. Except in cases of emergency, at least five- (5) day's notice shall be given.

- Section 3. A majority of the Advisory Board membership constitutes a quorum.
- Section 4. In the absence of both the Chairperson and Vice-chairperson, an Acting Chairperson shall be appointed by Board members present.

Article VI

EXECUTIVE BOARD

- Section 1. The Executive Board shall be comprised of the Board Chairperson, Vice-Chairperson and the immediate past Advisory Board Chairperson.
- Section 2. The Executive Board shall have general supervision of the affairs of the Advisory Board between its regular meetings. It may fix the hour and place of meetings, prepare the agenda for the Advisory Board meetings, make recommendations to the Advisory Board, and shall perform other duties that need to be done between Advisory Board meetings. The Executive Board shall be subject to the orders of the Advisory Board and none of its acts shall conflict with action taken by the Advisory Board.
- Section 3. Special meetings can be called by the Chairperson and shall be called upon the written request of three members of the Advisory Board.

Article VII

COMMITTEES

- Section 1. The Advisory Board may establish committees as needed.
- Section 2. The Chairperson of the Advisory Board shall appoint the Chairperson and members of the committees.
- Section 3. Chairpersons of committees may appoint subcommittee members if desired, from the community at large, who shall serve the committees without vote in an advisory capacity.

Article VIII

PARLIAMENTARY AUTHORITY

The Chairperson, or in his/her absence, the Vice-Chairperson, shall preside over meetings of the Advisory Board. Robert's Rules of Order Newly Revised shall serve as the parliamentary authority in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Board may adopt.

Article IX

AMENDMENTS

These Bylaws may be amended by a two-third (2/3) vote provided that the Advisory Board members receive twenty (20) days prior notice in writing of the proposed amendment(s).

BYLAWS ADOPTED: June 4, 1981

Revised: November 1992

Revised: September 3, 2014