

**HILL COUNTY**  
**BEHAVIORAL HEALTH LOCAL ADVISORY COUNCIL**  
**BYLAWS**

**Article I: Name**

The name of this council is the Hill County Behavioral Health Local Advisory Council, referred to as the LAC in the following Bylaws.

**Article II: Purpose**

The purpose of the LAC is to assist in the improvement of behavioral health services in Hill County and to review and make recommendations about behavioral health services as well as provide input and recommendations to Behavioral Health Advisory Council (BHAC) and the Central Service Area Authority (CSAA).

Specific objectives include the following:

- Examine gaps in child and adult services and recommend solutions when gaps are identified.
- Identify potential additions to services within Hill County.
- Serve as a catalyst and facilitator in the analysis and discussion of behavioral health concerns with Hill County residents, service providers, advocacy groups, and public officials.
- Facilitate accurate and timely communications between the LAC and BHAC and the regional CSAA.
- Recommend strategies for organization and coordination of behavioral health services in Hill County.
- Facilitate and support awareness and education to Hill County residents about behavioral health concerns and services.

**Article III: Membership**

**Section A: Voting Members and Terms.** The LAC will appoint no more than 21 members on the LAC. These members will serve a term of two years with the option to renew with terms beginning September of each year.

The LAC members will include consumers and/or family members of consumers to equal 50% of membership

Other LAC members may include:

- County or City Commissioners or their designee

- Adult behavioral health services providers
- Youth behavioral health services providers
- Criminal Justice system representatives
- Primary healthcare representatives
- Education system representatives
- Social and crisis services representatives
- Representatives from Hill County providers outside of Havre (Rocky Boy, Kremlin, Gildford, etc)
- Community health services representatives

**Section B: Termination.** Membership on the LAC may be terminated by a member’s resignation or by resolution of the LAC after any member has missed more than three (3) consecutive meetings without good reason or by two-thirds vote of the LAC whenever, in its judgement, the best interest of the Council will be served. The Chair will contact any member who has missed three (3) consecutive meetings without good reason. The LAC will appoint new members to serve for the un-expired terms of those who resign or are removed.

**Section C: Designees.** Members may designate a person from their office or organization to represent them at meetings,.

**Section D: Conflict of Interest.** Members of the LAC shall recuse themselves when they have a conflict of interest, including, but not limited to a direct financial stake in the outcome of a decision.

#### **Article IV: Meetings**

**Section A: Regular Meetings.** The LAC shall meet once a month, at a place and time specified by the Chair, and with adequate public notice. Regular Meetings will proceed as scheduled but voting will only occur when the Chair determines a quorum is present. A quorum shall consist of at least 50% of voting members of the LAC. Action may be taken by a majority of the members present. Each LAC member or designee has one vote.

**Section B: Convening Special Meetings.** The Chair of the LAC may convene a special meeting in person or virtually by written notice served at least 24 hours in advance when action is urgent.

**Section C: Parliamentary Authority.** Robert’s Rules of Order, revised, governs all LAC meetings. The LAC may, by a vote of two-thirds of the quorum, suspend the Rules at any time.

#### **Article V: Public Involvement**

All meetings are open to the public. An opportunity for public comment will be provided at each meeting. Meeting dates will be posted.

#### **Article VI: Amendments to the Bylaws**

LAC members will review the Bylaws formally in July on even years and submit proposed amendments for action at the regular August meeting. The LAC may, by a vote of two-thirds of the quorum, recommend suspension of any provision of the Bylaws. Any action will become effective immediately following confirmation by Council.

#### **Article VII: Compensation**

Members shall not be reimbursed by the LAC for mileage or expenses and the LAC shall not grant a per diem or salary to members for conducting the work of the LAC.

#### **Article VIII: LAC Structure**

**Section A: Officers.** A Chair, Vice Chair, Secretary, and Treasurer will be elected by a majority of the members to serve a two-year term and may be re-elected to additional terms. Election of these four positions will take place every even numbered year at the regular September Meeting.

**Section B: Duties.** The Chair is the parliamentary chair of the LAC; will preside over all meetings; and will set the agenda with the advice of the members. The Vice Chair shall perform the duties of the Chair in the case of absence or disability.

**Section C: Subcommittees.** To expedite business, the Chair may appoint subcommittees with the majority vote or consensus of the members.

Approved by Hill County Board LAC on February 10, 2020.