

Bylaws of the Clark County, Nevada Criminal Justice Coordinating Council

Adopted: June 28, 2017

Article I: Name

The name of this Council shall be the Clark County Criminal Justice Coordinating Council, hereinafter referred to as the CJCC or Council, which serves all of Clark County, Nevada.

Article II: Purpose

The CJCC serves as a collaborative body of representatives from the policymakers, judiciary, law enforcement and stakeholder groups of the criminal justice system in Clark County. It leverages the resources and expertise from participating agencies and departments to address systemic public safety challenges that no one agency can do alone. CJCC members commit themselves to identifying issues and their solutions, proposing actions, and facilitating cooperation that will improve public safety, align resources, and coordinate delivery of justice-related services.

Article III: Mission

The mission of the CJCC is to discuss and prioritize justice challenges and coordinate resources to address them in the most evidence-based, cost-effective, and equitable way possible to enhance public safety and public trust.

Article IV: Authority

The CJCC is formed by consensus of criminal justice leaders in Clark County and it makes recommendations to elected and appointed officials who have the authority to implement such recommendations, as they deem appropriate.

Article V: Membership

5.1 Full Members. The CJCC shall consist of twelve full members who serve based on the specific position they hold. Only full members have the right to vote. Full members include the following:

- The Chief Judge of the Eighth Judicial District Court
- The Chief Judge of the Las Vegas Justice Court
- The Chief Judge of the Las Vegas Municipal Court
- The Chief Judge of North Las Vegas
- The Chief Judge of Henderson Justice Court
- The Clark County Sheriff
- The Clark County Assistant Sheriff
- The Clark County District Attorney
- The Clark County Public Defender
- The Clark County Manager
- The Commander of Parole and Probation, Southern Command
- The President of the Nevada Attorneys for Criminal Justice

5.2 Associate Members. The CJCC shall include associate members who may participate in every sense other than voting. Associate members may include, but are not limited to, the following:

- Any Judge of the Eighth Judicial District, Las Vegas Justice Court, or Las Vegas Municipal Court
- The Court Administrator of the Eighth Judicial District Court
- The Court Administrator of the Las Vegas Justice Court
- The Court Administrator of the Las Vegas Municipal Court
- The Administrator of the Clark County Detention Center
- The Administrator of the City of Las Vegas City Jail
- The Pretrial Services Director
- The Las Vegas City Manager
- The Las Vegas City Attorney
- The Director of the Southern Nevada Adult Mental Health Services
- The Clark County Director of Social Services
- A Rural Justice of the Peace
- A Municipal Law Enforcement Chief
- A Community Representative(s)

5.3 Designees. A CJCC member, either full or associate, may designate an individual from within her/his agency or department to represent the member at CJCC meetings, but the CJCC members should make every effort to attend for consistency. The designee must be able to speak on behalf of the agency/department and hold the decision-making authority of the member in the member's absence. A designee for a full member may not vote if the full member is present at a meeting. Any member appointing or changing a designee shall notify the Co-Chairs in writing.

5.4 Associate Member Removal. An associate member may be removed from the CJCC after three unexcused absences from regularly scheduled meetings during a calendar year. The unexcused absences shall constitute a resignation from the Council and the Co-Chairs shall declare a vacancy in such position.

Article VI: Officers

6.1 Officers. The officers of the CJCC shall be two Co-Chairs who are full members of the CJCC.

6.2 Election. At the last regular scheduled CJCC meeting of the calendar year, the CJCC shall elect two of its full members as Co-Chairs. Elections of officers shall occur by a majority vote of the full members when a quorum is present.

6.3 Terms of Office. The officers' terms shall begin at the closing of the meeting at which officers were elected and are one year in length. Officers may be elected to serve no more than three consecutive full terms; serving part of a term will not count the same as a full term.

6.4 Authority and Duties. The Co-Chairs shall have full authority to carry out their duties as specified below:

- Preside at meetings of the CJCC and Executive Committee.
- Select associate members of the CJCC.
- Serve as ceremonial representative of the CJCC.
- Appoint all standing subcommittees of the CJCC.
- Select subcommittee Chairs and Vice-Chairs (or Co-Chairs).
- Keep CJCC and Executive Committee members informed of matters pertinent to their responsibility.
- Set the final agenda for all meetings of the CJCC and Executive Committee and ensure distribution to members.
- Establish CJCC and Executive Committee meeting schedules.
- Ensure the preparation of meeting minutes and distribution to members.
- Sign communications on behalf on the CJCC.
- Represent the CJCC at governmental, community or other meetings.

6.5 Removal of Officers. Any CJCC officer may be removed by a vote of not less than two-thirds of the full members present at a scheduled meeting of the CJCC for which this topic was included in the posted agenda for said meeting. Three consecutive unexcused CJCC meeting absences shall constitute a voluntary resignation of office.

6.6 Vacancies. A vacancy in the officers resulting from death, resignation, removal, disqualification, or any other reason shall be temporarily filled until the next election by a full member of the CJCC as selected by a majority vote.

Article VII: Executive Committee

7.1 Purpose. The Executive Committee shall provide oversight of the CJCC and execute the duties below:

- Advance the mission and goals of the CJCC.
- Prioritize initiatives and strategies of the CJCC.
- Set the agenda for CJCC meetings.
- Monitor progress of the CJCC in completing the strategic objectives.
- Oversee the activities and direction of the subcommittees.
- Organize the election of officers.

7.2 Members. The Executive Committee shall consist of the Co-Chairs and the following CJCC full members, if not already designated as a Co-Chair:

- The Chief Judge of Las Vegas Justice Court
- The Chief Judge of Eighth Judicial District Court
- The County Manager
- The Sheriff
- The District Attorney
- The Public Defender

7.3 Designees. The Co-Chairs may not appoint a designee to the Executive Committee. Other members may designate an individual from within her/his agency or department to represent the member at Executive Committee meetings. The designee must be able to speak on behalf of the agency/department and hold the decision-making authority of the member in the member's absence. Any member appointing or changing a designee shall notify the Co-Chairs in writing.

7.4 Meetings. Executive Committee meetings shall occur bi-monthly on the designated off months of the CJCC meetings at locations and times as scheduled by the Co-Chairs. The Co-Chairs or a majority of the Executive Committee members may call special meetings. Any associate member of the CJCC may attend an Executive Committee meeting or special meeting.

Article VIII: Subcommittees

8.1 Creation. The Co-Chairs, or the CJCC by majority vote, may appoint standing or ad hoc subcommittees to address issues or facilitate the Council's activities.

8.2 Member Selection. Any subcommittee must include at least two full or associate CJCC members appointed by the Co-Chairs. A subcommittee may also include others from the local criminal justice system and its related service providers who are approved by the Co-Chairs.

8.3 Officers. The CJCC Co-Chairs shall appoint the Chair and Vice-Chair of a subcommittee or a pair of Co-Chairs at their discretion.

8.3.1 Authority and Duties. The Subcommittee Chair(s) and Vice-Chair shall have full authority to carry out the duties as specified below:

8.3.1.1 Subcommittee Chair(s).

- Preside at meetings of the subcommittee.
- Keep subcommittee members informed of matters pertinent to their responsibility.
- Establish subcommittee meeting schedules.
- Set the agenda for all subcommittee meetings and ensure distribution to members.
- Ensure the preparation of meeting minutes and distribution to members.
- Report subcommittee activities and progress to the Co-Chairs, Executive Committee and the CJCC.

8.3.1.2 Subcommittee Vice-Chair.

- In the absence of the Subcommittee Chair(s), fulfill any and all of the above duties.
- Assist the Subcommittee Chair as needed.

8.4 Member Resignation. A subcommittee member may resign at any time from the subcommittee upon providing written notice to the Subcommittee Chair(s) and CJCC Co-Chairs.

8.5 Member Removal. Any member of the subcommittee who is not a member of the CJCC may be removed by a two-thirds majority vote of the members present at a scheduled subcommittee meeting. The Subcommittee Chair(s) shall notify the CJCC Co-Chairs in writing of any subcommittee member removal.

8.6 Conflict of Interest. No person who has a private pecuniary or property interest in a subcommittee's work topic shall be permitted to serve as a member of such committee.

Article IX: Meetings

9.1 Meetings. CJCC meetings shall occur bi-monthly at locations and times as scheduled by the Co-Chairs.

9.2 Special Meetings. Special meetings of the CJCC may be called by the Co-Chairs, by a majority of the full members present at a regularly scheduled meeting, or by a majority vote of the full members conducted via email.

9.3 Quorum. Six full members of the CJCC shall constitute a quorum for transaction of business.

9.4 Voting. The CJCC shall strive to reach consensus on items before the Council. Decision requiring a vote, as determined by the Co-Chairs, shall be made by a majority of the full members at the meeting when a quorum is present, unless otherwise noted in these Bylaws.

Article X: Conflicts of Interest

Any member participating in CJCC activities that has a private pecuniary or property interest shall declare that he or she has a potential conflict of interest to the Co-Chairs. The member shall refrain from attempting to influence the decisions of the Council or other Council members on matters where a conflict of interest exists and refrain from voting.

Article XI: Amendment of Bylaws

These Bylaws may be amended at any regular meeting of the CJCC by a two-thirds vote of the full members, provided that the amendment was previously submitted to the Executive Committee. The Executive Committee may adopt positions governing any aspect of the CJCC not set forth in the Bylaws or governed by Federal, State, or other County policy or regulation.

The foregoing are the official Bylaws of the Clark County Criminal Justice Coordinating Council, as adopted June 28, 2017.

Signatures of Co-Chairs

Honorable Chief Judge Joe M. Bonaventure,
Las Vegas Justice Court

Assistant Sheriff Todd R. Fasulo,
Las Vegas Metropolitan Police Department