A RESOLUTION AMENDING THE CRIMINAL JUSTICE COLLABORATIVE COUNCIL (CJCC) CJCC BYLAWS
EFFECTIVE 3/1/2023

WASHTENAW COUNTY BOARD OF COMMISSIONERS

March 1, 2023

WHEREAS, in 2003, Circuit Court Chief Judge Archie Brown convened the Jail Overcrowding Task Force (JOTF) to address persistent issues of jail overcrowding; and

WHEREAS, the National Institute of Corrections (NIC) Jails Division visited Washtenaw County to assist officials in examining the criminal justice system; and

WHEREAS, NIC evaluators recommended that Washtenaw County create a permanent Criminal Justice Collaborative Council (CJCC) in order to improve interagency communication, cooperation and coordination of services; establish clear goals, objectives and priorities for the criminal justice system; and more effectively allocate resources; and

WHEREAS, the JOTF concurred with the recommendations put forth by the NIC and urged the Washtenaw County Board of Commissioners to create a CJCC and adopt bylaws; and

WHEREAS, in 2004 the CJCC was comprised of 17 members appointed by the Washtenaw County Board of Commissioners representing the following categories: Circuit Court Chief Judge, District Court Presiding Judge, County Prosecutor, Public Defender/Defense Attorney, Chair of the Community Corrections Board, County Sheriff, Trial Court Administrator, Department of Corrections Probation, City or Township Chief of Police, County Administrator, Chair of the Board of Commissioners, City Mayor or Township Supervisor, Clerk of the Court, Bar Association, Community Mental Health Representative, and two general public at large positions; and

WHEREAS, in 2011 the CJCC recommended modification of the CJCC Bylaws in alignment with the operational practices of the CJCC and allowing for alternates to increase CJCC efficiency providing a greater likelihood of the presence of a quorum at Full Council and Steering Committee meetings, as well as a modification to overall membership representation; and

WHEREAS, the Washtenaw County Board of Commissioners reinstated the CJCC effective 1.1.2022 and charged it with leading the evolution of the public safety & criminal justice system in Washtenaw County; and

WHEREAS, the CJCC post reconstitution initial focus areas included, but were not limited to, diversion, public safety responses, justice within the system, post-COVID-19 reform; and

WHEREAS, in an effort to effectively reach quorum and provide reasonable access to the public modification to the governing bylaws is necessary to address membership of the Council and attendance requirements subject to Michigan Open Meeting Act MCLA 267 of 1976; and

NOW THEREFORE BE IT RESOLVED, that the Washtenaw Board of Commissioners hereby adopts revised bylaws of the CJCC as attached hereto and made a part hereof

BE IT FURTHER RESOLVED, that the CJCC shall be comprised of 15 members, appointed by the Washtenaw County Board of Commissioners representing the following categories: Trial Court Chief Judge, 14B District Court Chief Judge, County Prosecutor, Public Defender, County Sheriff, Department of Corrections Probation Supervisor, County Administrator, Chair of the Board of Commissioners or Assigned Commissioner, Community Mental Health Representative, Racial Equity Officer, Juvenile Justice System Representative, and four general public at large positions with three having lived experience

BE IT FURTHER RESOLVED that County Commissioner Justin Hodge shall be appointed as Chair of the CJCC.

BE IT FURTHER RESOLVED that the Washtenaw County Board of Commissioners hereby appoints the following members for two-year terms expiring December 31, 2024
<table>
<thead>
<tr>
<th>Member</th>
<th>Representing</th>
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<tbody>
<tr>
<td>Justin Hodge</td>
<td>Chair of Board of Commissioners or Assigned Commissioner</td>
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<tr>
<td>Carol Kuhnke</td>
<td>Trial Court Chief Judge</td>
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<td>Erane Washington</td>
<td>14B District Court Chief Judge</td>
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<td>Eli Savit</td>
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<td>Gregory Dill</td>
<td>Department of Corrections Probation</td>
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<td>Trish Cortes</td>
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<td>Alize Asberry Payne</td>
<td>Racial Equity Officer</td>
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<td>Rev. George Waddles</td>
<td>Juvenile Justice System Representative</td>
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<td>General Public – At Large</td>
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<td>General Public – At Large with lived experience</td>
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I. Name
The name of this Council shall be the Washtenaw County Criminal Justice Collaborative Council, hereinafter referred to as CJCC.

II. Authority
On April 21, 2004, through resolution #04-0072, the Washtenaw County Board of Commissioners established the CJCC.

III. Purpose and Function
A. Mission
The purpose of the CJCC is to serve as a venue for discussions between Washtenaw County criminal justice agencies to maximize efficiency, effectiveness, fairness, and cooperative efforts. Through collaborative discussions, the CJCC will make policy recommendation to relevant governmental bodies, including, but not limited to, the Board of Commissioners, the courts, the Prosecutor’s office, the Office of the Public Defender, and the Sheriff’s Office. To Promote intergovernmental collaboration and the development of innovative solutions, the CJCC will, from time to time, call upon criminal justice agencies operating within Washtenaw County for their participation in developing policy recommendations.

B. Function
Members meet regularly with a structured agenda that includes reports from committees, policy discussions, planning updates, and public information efforts.

IV. Membership
A. Appointment to the CJCC by the Washtenaw County Board of Commissioners

The CJCC shall be composed of the following members:

1. Trial Court Chief Judge
2. 14B District Court Chief Judge
3. County Prosecutor
4. Public Defender
5. County Sheriff
6. Department of Corrections Probation Supervisor
7. County Administrator
8. Assigned Commissioner
9. Washtenaw County Community Mental Health Representative
10. Racial Equity Officer
11. Juvenile Justice System Representative
12. A General Public At Large Representative – With Lived Experience
13. A General Public At Large Representative – With Lived Experience
14. A General Public At Large Representative – With Lived Experience
15. A General Public At Large Representative
B. Term of Member

Each Council member shall continue to serve as long as they hold the office which qualifies the individual for membership on the Council. Members appointed to represent the Board of Commissioners, Community Mental Health, and Juvenile Justice System Representative and General Public-At large shall serve for two-year terms.

C. Vacancies in Office

When a vacancy occurs on this Council, the vacancy shall be filled by the Board of Commissioners for the unexpired term in the same manner as the original appointment.

D. Duties and Responsibilities of the Council

The Council shall have the following duties and responsibilities:

1. Encourage local planning activities in order to promote greater interagency cooperation, efficiency, effectiveness and innovation.

2. Recommend initiation or approval of any study, policy discussion, program, or other matter within the general purpose of the Council.

3. Provide review and comment on criminal justice plans, programs, priorities, and projects.

4. Recommend adoption and/or amendment of these Bylaws.

V. Officers and Staff

A. Chairperson

The Chairperson shall be the Assigned Commissioner.

The Chairperson’s duties and powers shall include the following:

1. They shall preside at all meetings of the Council

2. They shall appoint all standing and special committees of the Council, with such appointments being confirmed by the Council.

3. They be the ceremonial representative of the Council and shall perform such other duties as specified by law, custom, or the Council.

B. Vice-Chairperson

The Vice-Chairperson shall be elected by and from the membership of the Council. They shall assume the duties and responsibilities of the Chairperson in their absence and shall perform such other duties as may from time to time be assigned. A vacancy in the office of the Vice Chairperson shall be filled by a majority vote of the members present at the next Council meeting.
C. Term of Office

At the first meeting of the calendar year, the Council shall elect one of its members as Vice Chairperson and any other officers it deems appropriate. Each officer shall serve a one-year term and each officer may be reappointed to more than one term.

D. Staff

The County will provide sufficient staff to coordinate the activities of the Council.

VI. Committees

The Chairperson of the CJCC may appoint such committees, both standing and special, as they deem necessary to meet the purposes and responsibilities of the CJCC Committee. Membership may include non-CJCC members, as approved by the Chairperson or the Council. The Chairperson appoints Committee chairpersons, under the advisement of the Council.

VII. Meetings

A. Regular Meetings

The regular meeting of the Council shall be as follows:

(1) The Council shall meet at least quarterly, at a date, time and place to be set by the Council.

(2) The Council may meet more or less frequently, provided that the changes to the meeting schedule are approved by a simple majority vote of the Council. For purposes of setting or cancelling meetings, or changing the meeting schedule only, the Council may vote using electronic mail.

B. Order of Business

Council meeting shall be conducted by way of established agenda. There shall be a place on the agenda for citizen participation.

C. Adjourned Meetings

Any meeting of the Council may be adjourned from time to time as the Council deems necessary. Council meetings may be adjourned by a simple majority vote of the Council or by determination by the Chairperson. For purposes of this section the Council may vote using electronic mail.

D. Quorum

A majority of the members shall constitute a quorum for the transaction of the business of this Council.

E. Voting

Each appointed member shall have the right to one (1) vote. Voting may be conducted in person or by virtual attendance of a meeting. Except as otherwise provided in these Bylaws, by statute, or Roberts Rules of Order, all questions shall be determined by a vote of the members present.
F. Citizen Participation

Any citizen may comment upon Agenda items during citizen participation time. Citizens, after being recognized, shall identify themselves by name and address and shall limit their presentation to 3 minutes, unless time is extended by the Chairperson or by vote of the Council.

G. Distribution of Minutes

Proposed minutes shall be available for public inspection not more than ten (10) business days after each meeting. Approved minutes shall be available for public inspection not later than five (5) business days after the meeting in which the minutes are approved by the Council. Corrections in the minutes shall be made not later than the next meeting after the meeting to which the minutes refer. Corrected minutes shall be available no later than the next subsequent meeting after corrections. The corrected minutes shall show both the original entry and the correction.

H. Commission Orders and Records

Every order, resolution, and determination of the Council shall be recorded in the records of the Council.

I. Rules of Order

The rules contained in Robert's Rules of Order, newly revised, shall govern the procedures of the Council. However, when those rules of procedure are inconsistent with the Bylaws or any special rules of order of the Council, the Bylaws or special rules of order shall prevail over Robert's Rules of Order.

VIII. Fiscal Year

The fiscal year of the Council shall be in conformance with the County fiscal year.

IX. Amendment of Bylaws

These Bylaws and Rules may be amended, altered, changed, added to or repealed by the affirmative vote of a majority of the members of the Council at any regular or special meeting, provided that the Bylaw or Rules amendments must also be approved by the County Board of Commissioners and shall conform to such guidelines or policies as may be from time to time established by said Board of Commissioners. A two-thirds vote of the entire Council shall be required when a motion to amend, alter, change, add to or repeal these Bylaws is not included in the regular call.
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<tr>
<th>COMMISSIONER</th>
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CLERK/REGISTER'S CERTIFICATE - CERTIFIED COPY

ROLL CALL VOTE: 9 0 0

STATE OF MICHIGAN  )

COUNTY OF WASHTENAW) SS.

I, Lawrence Kestenbaum, Clerk/Register of said County of Washtenaw and Clerk of Circuit Court for said County, do hereby certify that the foregoing is a true and accurate copy of a resolution adopted by the Washtenaw County Board of Commissioners at a session held at the County Administration Building in the City of Ann Arbor, Michigan, on March 1st, 2023, as it appears of record in my office.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said Court at Ann Arbor, this 8th day of March 2023.

LAWRENCE KESTENBAUM, Clerk/Register

BY: ________________________________ Deputy Clerk

Res. No. 23-030