

BYLAWS  
OF  
THE IDAHO ASSOCIATION OF COUNTY JUVENILE  
JUSTICE ADMINISTRATORS

ARTICLE I

Name and objectives

1. The name of the organization shall be the Idaho Association of County Juvenile Justice Administrators and may be referred to as the IACJJA .
2. The objectives of the IACJJA shall be to promote “best practices” for the juvenile justice system in the State of Idaho through:
  - continued collaboration with the Department of Juvenile Corrections, the Courts, Department of Health and Welfare and other departments and agencies,
  - information sharing and cooperation among the counties of the State of Idaho regarding issues relevant to juvenile justice,
  - the promotion of effective programs including, but not limited to, substance abuse treatment and mental health treatment throughout the state,
  - the promotion of professionalism through training.
3. IACJJA shall be responsible to and under the jurisdiction of the Idaho Association of Commissioners and Clerks (IACC).

ARTICLE II

Membership and General Membership Meetings

1. Members must be administrators of county juvenile justice programs in the State of Idaho. Programs may vary in size from one or two person programs to large and complex programs.
  - a. Counties with a probation department and a detention center shall be considered two separate agencies as long as both departments are current in the payment of dues.
2. Members must be current in the payment of dues to have voting privileges, but all counties are encouraged to participate in the Association's activities. All input is encouraged and welcome.
  - a. Departments that are current in the payment of dues shall have one vote. More than one representative may attend the meetings, but one person from each department shall be designated to cast a vote for the department.
3. The IACJJA shall have a minimum of one annual meeting and such other meetings as established by the Executive Board after consultation with and approval by the Executive Board of the IACC. The meetings shall be held in the various parts of the State of Idaho to facilitate attendance by all counties.

ARTICLE III

Executive Board and Executive Board Meetings

1. The Executive Board shall consist of a President, two Vice Presidents, and Secretary.
2. The Executive Board shall have all the powers and duties necessary, incident to, or appropriate for the management of the affairs of the Association.
3. The Executive Board shall have full power and authority to fill any vacancy at any time existing in the Board by the affirmative vote of a majority of the remaining officers.
4. Annually, the Officers of the Executive Board shall be elected by the membership. Officers of the Board should be representative of Northern, Southern, and Eastern Idaho. In addition, the office of President should rotate alternatively from

administrators of probation programs to administrators of detention programs. The administrator of both programs may qualify as either probation or detention for this purpose. One of the offices of Vice President shall be filled by an administrator of a detention program and the other office of Vice President shall be filled by an administrator of a probation program.

5. The term of office for all Executive Board Members shall be two years.
  - a. The following offices shall expire in odd-numbered years:
    - Vice President-Detention
    - Secretary
  - b. The following offices shall expire in even-numbered years:
    - President
    - Vice President-Probation
  - c. Nominations shall be solicited in order to have elections for officers in the late summer meeting of the association.
  - d. Officers appointed to fill any vacant Executive Board position shall serve the remaining term of office.
6. Officers may receive reasonable reimbursement for expenses and/or compensation incurred in the execution of their duties. Such authorized expenses may be paid as approved by the Board. No loans may be made to any officer or member of the Association.
7. A majority of the Executive Board shall constitute a quorum for the transaction of business.
8. The Executive Board shall keep minutes and records of all its proceedings and of committees acting under its authority.
9. The Executive Board shall meet no less than twice per calendar year. Whenever possible, the full membership shall meet with the Executive Board. However the Executive Board shall have full power to transact business, with a quorum, without the consultation of the full membership. The Executive Board may enter an Executive Session if deemed necessary by the President or Vice-President.
10. The officers of IACC shall be ex-officio, non-voting members of the Executive Board.

#### ARTICLE IV Fiscal Year and funding

1. The fiscal year of the Association shall be from October 1 through September 30.
2. The Association will be funded primarily through annual dues of members. All accounting administration and administration of funds belonging to the IACJJA shall be handled through the IACC.
3. Dues shall be based on a sliding scale dependent upon the number of full-time employees of each agency. Detention centers will also be considered a separate agency for the purpose of dues.

#### ARTICLE V Amendment

1. These Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by a majority of the membership present at any meeting called by the Board so long as notice of the substance of the proposed action is contained in the notice of the meeting, and said substance of the proposed actions is approved by the Executive Board of the IACC.

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