

GEORGIA MOUNTAINS WORKFORCE INVESTMENT BOARD GEORGIA MOUNTAINS YOUTH COUNCIL CONSTITUTION & BY-LAWS

ARTICLE I – NAME

The name of the organization shall be the Georgia Mountains Workforce Investment Board Youth Council, hereinafter referred to as the “Council”.

ARTICLE II – PURPOSE

The Workforce Investment Board Youth Council shall be responsible for providing guidance for and exercising oversight with respect to, a local workforce investment youth system conducted under the Workforce Investment Act under the guidance of the Georgia Mountains Workforce Investment Board and in partnership with the Georgia Mountains Council of Chief Elected Officials (CCEO). The Council shall operate in the Workforce Investment Area as designated by the Governor representing Banks, Dawson, Forsyth, Franklin, Habersham, Hall, Hart, Lumpkin, Rabun, Stephens, Towns, Union and White counties.

The Council, under the guidance of the WIB shall, in accordance with an agreement of the WIB with the CCEO:

- A. Develop and submit a local plan for serving eligible youth, ages 14 – 21.
- B. Identify eligible youth training providers.
- C. Conduct program oversight of WIA funded youth training activities in the local area.
- D. Ensure coordination of the Workforce Investment activities with the area’s WIA funded youth service providers and develop employer connections to such activities.
- E. Promote the participation of private employers in the youth competency system and assist these employers in meeting hiring needs through the local youth competency system.
- F. Coordinate with other youth systems in the region. Examples include the efforts of the public school systems, universities, colleges, and technical institutes; Job Corps, Technical Preparation, School-to-Work and similar efforts.
- G. Build on existing local youth service originations in identifying un-met needs of youth in the WIB’s service area.

ARTICLE III – MEMBERSHIP

The Georgia Mountains Workforce Investment Board Youth Council shall include the following:

- A. Two (2) or more members of the local Workforce Investment Board with special interest or expertise in youth policy. Consideration of business, education and human service agency members is encouraged.
- B. Representatives of youth services agencies including juvenile justice and local law enforcement agencies.
- C. Parents of eligible youth seeking assistance under Title I of the WIA.
- D. Individuals that have experience relating to youth activities including former participants and representatives of organizations.
- E. In areas where Job Corps Centers are located two (2) or more representatives of Job Corps. In other areas, Job Corps recruiters may be solicited and Job Corps representatives may be appointed as members as appropriate.
- F. Optional members may include other appropriate individuals as determined by the WIB in cooperation with the local Chief Elected Officials.

Youth Council members who are not members of the WIB shall be voting members of the Youth Council and non-voting members of the WIB.

ARTICLE IV – APPOINTMENT, REPLACEMENT OR REMOVABLE OF MEMBERS

Members of the Youth Council shall be appointed or replaced by the WIB and the Executive Committee of the CCEO in accordance with the procedure used to appoint the member for which a replacement is needed.

ARTICLE V – TERMS OF OFFICE

Other than the initial period terms, the terms of office of the members of the Council are determined by the WIB and the CCEO to be five (5) year terms beginning upon their selection.

It shall be the duty of the WIB to appoint members to fill vacancies. A position on the Youth Council is considered vacant on the date the term expires, a member becomes ineligible, a member is removed, or a member resigns or dies. In the case of an appointment to fill a vacancy on the Council, the replacement member's term shall begin on the date of concurrence by the WIB as to the member's replacement unless otherwise specified by the WIB, and shall end on the date designated for the original appointment for whom the replacement is selected.

ARTICLE IV – OFFICERS AND DUTIES

The terms of the officers (Chairman/Co-Chair) shall begin in July and shall be one (1) year or until their successors are duly elected and qualified. The Council may fill vacancies for officers at any meeting.

The Chairman or Co-Chairman shall preside at the meetings of the Council and shall see that all orders and resolutions of the Council are communicated to the proper persons or entities for implementation. He/she shall execute all documents on behalf of the Council.

The Secretary [or his/her designee(s) who may be staff member(s) of the administrative entity performing Workforce Investment services] shall also attend and keep the Minutes of all meetings of the Council. He/she shall have charge of the records of the Council and shall, in general, perform all duties incident to the position of Secretary, subject at all times to the discretion and control of the Council. The Secretary shall perform all other duties as shall be assigned by the Council.

The Council may appoint such other officers as the business of the Council may require, each of whom shall hold office for such period and have such authority to perform duties as are provided by the By-Laws or as the Council may determine.

ARTICLE VII – COMMITTEES

The Chairman shall have the authority to appoint standing or special sub-committees of the Youth Council for any legitimate purpose, at his/her discretion. A legitimate purpose is defined as one needed to achieve the stated and approved objectives of the Council. The term of any standing committee will expire at the conclusion of the year in which it is appointed. The term of any special committee will expire at the conclusion of the task for which it was created.

ARTICLE VIII – MEETINGS

The Council shall meet as needed to conduct business. The Chairman or Co-Chairman may call a special meeting at his/her discretion. Notice of all meetings shall be given to all members, not less than three (3) days nor more than 30 days prior to the date of the meeting(s).

ARTICLE IX – QUORUM

Those present shall constitute a quorum and may conduct business.

ARTICLE X – VOTING

Each member shall be entitled to one (1) vote on each matter brought before the Council. His/her proxy may vote for him/her in the event that he/she cannot attend the meeting.

In all voting matters members shall adhere to the WIB / Youth Council Code of Conduct relating to Conflict of Interest as detailed in the Georgia Mountains Workforce Investment Board Constitution & By-Laws (Article XI).

ARTICLE XI – RULES OF ORDER

All meetings of the Council shall follow rules of order established for the conduct of such meetings as set forth in the Roberts Rules of Order unless otherwise provided for by these By-Laws.

ARTICLE XII – INSURANCE

The WIB may direct its administrative entity to purchase and maintain Members' and Officers' liability insurance on behalf of any person who is and/or was a member, officer, employee or agent of the Council, or who is or was serving at the request of the WIB as a member, officer, employee or agent of another WIB partnership, joint venture, trust or other enterprise, against any liability asserted against him/her and incurred by him/her in any such capacity, or arising out of his/her status as such.

ARTICLE XIII – AMENDMENTS OF BY-LAWS

The By-Laws may be amended, supplemented, or superseded only by the affirmative vote of not less than 51% of the members of the Council, and approved by not less than 51% of the members of the Council present, and members were given at least ten (10) days of written notice of such proposed amendments.

Effective _____, 2001.