

McLEAN COUNTY
CRIMINAL JUSTICE COORDINATING COUNCIL
BYLAWS
July 11, 2018

Article I Name

The name of this organization is the McLean County Criminal Justice Coordinating Council, and will be referred to as the “Council” in these bylaws.

Article II Authority

This Council was established by the McLean County Circuit Court by resolution on July 1, 2009 and includes McLean County, the City of Bloomington, the Town of Normal, and Illinois State University through and by the resolutions of support and appointing members to the Council.

Article III Mission Statement

The primary mission of the Council is to examine the policies and procedures of the McLean County Criminal Justice System, identify model practices, identify deficiencies, and formulate policies, plans and programs based on well-established research and statistical methodologies designed to promote change when opportunity presents itself.

The Council recognizes that collaborative-driven reforms will require the group to identify priorities, accept changes in policy and procedures designed to effectuate positive changes in performance and system efficiency, and that there is no collaboration without negotiation and willingness to compromise.

The Council will make recommendations of policy and procedural changes that will affect the entire criminal justice system and it will be the role of all Council members to become agents of change, to provide leadership in communicating the need for self-examination and participation in data gathering efforts, and to be open to monitoring program implementation and evaluating policy decisions.

The Council is committed to a structured method of data analysis, and will work in partnership with the other justice system agencies, Illinois State University, the National Institute of Corrections, the National Center for State Courts, and other private and public agencies and entities working toward resolution of systemic problems.

Article IV Membership

The Council shall consist of the following permanent and voting members (totaling 20 persons):

Chief Judge of the Eleventh Judicial Circuit or designee
 Presiding Judge of the Criminal Division, McLean County Circuit Court
 McLean County Sheriff
 McLean County State's Attorney
 McLean County Chief Public Defender
 McLean County Clerk of the Circuit Court
 County Administrator for McLean County
 Superintendent of the McLean County Adult Detention Facility
 Jail Chaplain for the McLean County Adult Detention Facility
 Director of the McLean County Court Services
 Chair of the McLean County Board
 Director of the McLean County Health Department
 Director of the McLean County Chamber of Commerce
 Chief of Police, Bloomington Police Department
 Chief of Police, Normal Police Department
 Chief of Police, Illinois State University Police
 One (1) representative from the Illinois State University Criminal Justice Science
 Department
 One (1) representative from the McLean County League of Women Voters
 One (1) representative from a McLean County Social Service Agency
 One (1) Public Member¹

Ex Officio (non-voting) Members:

Chair of the McLean County Justice Committee
 Assistant County Administrator for McLean County
 McLean County Sheriff's Chief Deputy
 McLean County State's Attorney – First Assistant
 McLean County Public Defender – First Assistant
 McLean County Circuit Clerk – Chief Deputy
 McLean County Adult Court Services, Deputy Directors (2)
 Eleventh Judicial Circuit Trial Court Administrator
 Superintendent of the McLean County Juvenile Detention Center
 Bloomington City Council (designee)
 Town of Normal Council (designee)
 One (1) representative from the McLean County Rural Police Chief's Association
 One (1) representative from the McLean County Bar Association
 One (1) designee of the ISU Criminal Justice Science Department

¹ The member of the public shall be selected by majority of the Executive Committee from those persons not currently employed by McLean County, the Circuit Court or any other participating agencies; who are over the age of 21; and who have completed an application through the County Administrator's office. The term of service for a member of the public shall be three years.

Section A Voting

All permanent members of the Council shall be voting members.

Section B Quorum and Majority Vote

A quorum for all meetings, and for policy or bylaw changes, shall be a majority of the permanent, voting members. All permanent members of the Council shall be allocated one vote. All matters pending before the Council shall require a 60.0% majority vote for passage.

Section C Chairperson and Executive Committee

In July of each odd year, the Council shall appoint the Chair to serve for a period of two years. The Chief Judge of the Eleventh Judicial Circuit (if a McLean County Judge), their designee, or the Presiding Judge of McLean County Criminal Division shall be appointed as the Chair. In the event of a resignation of the Chair, the 1st Vice-Chair shall serve as Chair until the next appointment period.

If the Chair cannot attend a regular Council meeting, the 1st Vice-Chair shall serve in their absence.

An Executive Committee shall be established to manage the daily affairs of the Council, review proposed amendments to the bylaws, and to set meetings of the Council. The Executive Committee shall consist of the following permanent members:

- Presiding Judge of the Criminal Division, McLean County Circuit Court
- McLean County Sheriff
- McLean County State's Attorney
- McLean County Chief Public Defender
- County Administrator for McLean County
- One (1) additional member selected from the Council at large (to be selected every two years at the same time as the Chair of the CJCC)

The Chair shall be an ex-officio member of the Executive Council.

Section D Officers (1st Vice-Chair, 2nd Vice-Chair, Secretary)

The Executive Committee shall serve as nominating committee for the other officers within the CJCC. At the July meeting of every odd year, following the appointment of the Chair, the Council shall elect a 1st Vice-Chair, a 2nd Vice-Chair, and Secretary for a two-year term.

There is no limitation to the number of terms an officer may serve.

Article V Meetings

The Council shall meet no less than quarterly. Meetings shall be set by the Executive Committee, notice for any meeting shall be sent to all members at least seven (7) business days in advance of the meeting, and all meeting notices shall include an agenda for the meeting.

Article VI Staff Support

The Council shall determine the amount of support resources needed to accomplish its mission and shall propose an annual plan to identify funding for said resources during the annual County budget cycle. A combination of contractual and direct employee resources may be required. Additionally, elected and appointed offices of each judicial system office and law enforcement agency should expect to devote some staff time and resources to data collection, policy analysis and similar tasks from time-to-time.

Article VII Committees

The Council may establish both standing and ad hoc committees. Standing committees shall have permanent members as chairpersons, and must have at least four (4) members.

Ad hoc committees may be established to serve as directed by the Council. Both standing and ad hoc committees may include ex officio members.

The Standing Committees are:

- Executive Committee
- Best Practices
- Community Relations
- Data Management
- Jail Utilization

While not specifically established as a separate standing committee, it is explicitly recognized that the subject of Juvenile Justice is a critical component of the McLean County criminal justice system. Therefore, the Juvenile Justice Council, as defined under 705 ILCS 405/6-12, shall be considered as a cooperating partner with the CJCC.

Members of the CJCC who are also members of the Juvenile Justice Council shall strive to coordinate activities of the two partners, and shall periodically update the CJCC as circumstances may warrant on the mutual activities of the partners.

Article VIII Parliamentary Authority

The latest, published edition of *Robert's Rules of Order, Revised*, shall govern all Council meetings except where the laws of the State of Illinois otherwise dictate.

Article IX Amendment of Bylaws

Proposed amendments to the bylaws shall to be voted on by the Executive Committee during their regularly scheduled meetings. If approved by the Executive Committee, all amendments shall be presented to the Council at a regularly scheduled meeting. Approval of any amendment to the bylaws shall require a 60% majority of those present. Any amendment to the bylaws shall be effective immediately.