

RESOLUTION 2015-52

RESOLUTION APPROVING THE BYLAWS FOR THE BOAD OF DIRECTORS OF THE LEWIS AND CLARK COUNTY DUI TASK FORCE STEERING COMMITTEE

WHEREAS, the Lewis and Clark County Board of Commissioners created the Lewis and Clark County DUI Task Force Steering Committee; and

WHEREAS, the Lewis and Clark County DUI Task Force Steering Committee generally oversees the study of alcohol related traffic crashes and recommend a program designed to:


- (1) prevent driving while under the influence of alcohol;
- (2) reduce alcohol-related traffic crashes; and
- (3) educate the public on the dangers of driving after consuming alcoholic beverages or other chemical substances that impair judgment or motor functions for Lewis and Clark County; and

WHEREAS, the Lewis and Clark County DUI Task Force Steering Committee has proposed the attached By-Laws for adoption by the Commission,

NOW, THEREFORE BE IT RESOLVED that the Lewis and Clark County Commission hereby approves the attached Bylaws of the Lewis and Clark County DUI Task Force Steering Committee

DATED this 20th day of March, 2015.

LEWIS AND CLARK COUNTY
BOARD OF COMMISSIONERS


Andy Munthausen, Chairman



Paulette DeHart
Paulette DeHart, Clerk of the Board



LEWIS AND CLARK COUNTY DUI TASK FORCE STEERING COMMITTEE BY-LAWS

SECTION 1. AUTHORITY

The Lewis and Clark County Commission (Commission) created the Lewis and Clark County DUI Task Force Steering Committee (Task Force) pursuant to MCA § 61-2-106 to study the problem of alcohol-related traffic crashes and recommend a program designed to:

- (1) prevent driving while under the influence of alcohol;
- (2) reduce alcohol-related traffic crashes; and
- (3) educate the public on the dangers of driving after consuming alcoholic beverages or other chemical substances that impair judgment or motor functions.

SECTION II. DUTIES & RESPONSIBILITIES

- A. The Task Force represents a diverse cross section of the community and provides a link between individuals, agencies, and organizations promoting a healthier and safer environment by reducing the number of alcohol and drug related traffic crashes, injuries, and fatalities through public education, awareness, community involvement, legislation, training, and enforcement strategies.
- B. The Task Force will recommend modifications of the Task Force program, including alteration, expansion, and deletion.
- C. The Task Force will provide information, including funding opportunities, to agencies and organizations that recommend programs intended to prevent DUIs; reduce DUI crashes, injuries, and fatalities; enhance enforcement and penalties by the criminal justice system; and develop and maintain educational prevention programs for the public.
- D. The Task Force will:
 1. Deliberate on subcommittee recommendations, funding requests, and budgetary matters;
 2. Coordinate public forum meetings and activities;
 3. Consider administrative action and legislation;
 4. Report annually to the Commission about program effectiveness;
 5. Approve an annual budget;
 6. Submit to the Commission:
 - (a) a budget and a financial report each fiscal year;
 - (b) an annual report containing but not limited to:
 - (i) an evaluation of the effectiveness of the program;
 - (ii) the number of arrests and convictions in the county for driving under the influence of alcohol and the sentences imposed for these convictions;

- (iii) the number of alcohol-related traffic crashes in the county;
- (iv) any other information requested by the Commission or considered appropriate by the Task Force.

SECTION III. MEMBERSHIP & MEETINGS

- A. The Commission will appoint Task Force members including representatives from the Lewis and Clark County Sheriff's Office, the Helena Police Department, the Montana Highway Patrol, and the Lewis and Clark County Attorney's Office. The Commission may appoint other law enforcement representatives, representatives from business, public health, schools, church groups, civic groups, and community groups, in addition to citizens at large and specialists in prevention and treatment.
- B. The Commission will appoint Task Force members for two-year terms. All terms commence January 1st and expire December 31st. If a vacancy occurs prior to the expiration of a term, the Commission will appoint a citizen for the unexpired term.
- C. The Task Force will meet on a monthly basis or more often as needed. Meetings may be cancelled by the Chairperson because of a lack of a quorum.
- D. Task Force meetings are open to the public. The Task Force will give notice of its meetings by publication in a newspaper of general circulation and on the Lewis and Clark County website.
- E. Fifty-one percent (51%) of the members constitute a quorum to conduct official business of the Task Force. Only members may vote. Meeting minutes will note members and citizens in attendance. A member may attend a meeting by phone or electronically and may vote accordingly. A member may not vote by proxy.
- F. Task Force members must attend a minimum of six (6) monthly meetings in any given calendar year and participate in other Task Force activities. Seven (7) or more unexcused absences in any given year will result in removal of the member from the Task Force. Only the Chairperson or Vice-Chairperson may approve an excused absence.
- G. For the safety of its members and others citizens, these By-Laws prohibit citizens with pending criminal cases from acting as members of the Task Force or attending Task Force meetings.

SECTION IV. OFFICERS

- A. The Task Force will elect from among its members a Chairperson, Vice-Chairperson, and Secretary. The Commission will appoint a Treasurer who is a county employee to provide financial assistance to the Task Force.

B. In the first meeting of each calendar year, the Task Force will elect a Chairperson, Vice-Chairperson, and Secretary. In the event of a vacancy, the members will elect a successor at the first regularly scheduled monthly meeting.

C. The Chairperson will conduct all Task Force and public forum meetings; appoint chairpersons of subcommittees; call special meetings as needed; help write and formulate the annual plan, the budget, the meeting calendar, and the membership contact list; request meeting agenda items prior to setting the agenda; and provide the meeting agenda to the members.

D. The Vice-Chairperson will act in the Chairperson's absence and assume the duties of the Chairperson in the event that the Chairperson is unable to fulfill the duties of the office. The Vice-Chairperson will help write and formulate the annual plan, the budget, the meeting calendar, and the membership contact list.


E. The Secretary will prepare minutes of all meetings; provide each member with a copy of the meeting minutes; and help write and formulate the annual plan, budget, meeting calendar, and membership contact list.

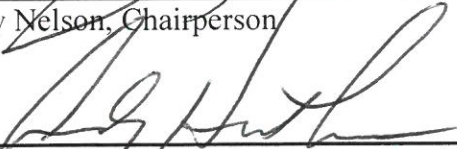
F. The Treasurer will provide a monthly financial report, process invoices, and help formulate the annual budget.

SECTION VI. BY-LAWS


The Commission may adopt, alter or repeal these By-Laws upon recommendation of the Task Force.

SIGNATURES

	3-24-15
Jay Nelson, Chairperson	Date

	3-26-15
Andy Hunthausen, Chairperson, Lewis and Clark County Commission	Date

ATTEST:



Paulette DeHart, Clerk of the Board