

RESOLUTION NO. 99-126

RESOLUTION APPROVING NEW BY-LAWS FOR THE CHEMUNG COUNTY COMMISSION ON HUMAN RELATIONS

BY: MILLIKEN

SECOND BY: MILAZZO

RESOLVED, that the new By-laws for the Chemung County Commission on Human Relations as shown on Exhibit "A" attached hereto and made a part hereof be and the same are hereby approved.

Exhibit "A"

CHEMUNG COUNTY COMMISSION ON HUMAN RELATIONS

BY-LAWS

Article I

Purposes

The Chemung County Commission on Human Relations was created pursuant to Article 12-D of the New York State General Municipal Law by the Chemung County Board of Supervisors. The Commission consists of fifteen (15) members, including four (4) members to be under the age of 21 years of age representing community youth appointed by the County Executive.

Article II

Conditions and Terms for Appointment

Any member can recommend a candidate to be considered for an appointment. The selection and recommendation of candidates for appointment are bipartisan and non-political. In considering a candidate for appointment, the racial, religious, nationality groups in the community, county area of residence, ... and specific individual characteristics (sex, age, disability, skills, ...). In considering the selection and recommendation of candidates for appointment under the age of 21, the Commission shall also utilize an annual rotating list of candidates from all educational institutions, public or private, in the county.

A candidate is selected by a majority vote of those members present at any regular meeting, but only after a quorum has been reached.

After selection, the Commission recommends to the County Executive that the candidate(s) be appointed member(s) of the Commission to fill the vacancies created by expiring term(s) or to fill an unexpired term(s), whichever is appropriate. If approved, the County Executive confirms the candidate's willingness to accept the appointment and appoints the individual member(s) of the Commission.

Term of Appointment: The term for any member of the Commission under the age of 21 years shall be two (2) years. The term for all other members of the Commission shall be three (3) years. No appointed member of the Commission will be recommended to serve more than two (2) consecutive full terms (i.e.

six years for all the members that are appointed to serve a three year term). When vacancies occur, appointments may be made to fill unexpired terms. Any former member may be recommended for appointment, how-ever two or more years after the expiration of their last appointed term of office.

Article III

Meetings

Regular Meetings: The Commission shall meet monthly at a designated time and place. The Chair may, for good cause, change the date and time of the meeting.

Special Meetings: Special meetings shall be called upon the written request of any three (3) members of the Commission. The Chair shall schedule all special meetings only after giving written notice to all members of the time, place and the order of business for such members.

Attendance at Meetings: Regular attendance at meetings is absolutely essential to the elective performance of the Commission. A member may be excused from attendance at the meeting by communicating that request to the Commission office before the meeting. Unexcused absences from two consecutive meetings shall be grounds for the Chair to confer with the member and, if necessary, request the member's resignation. Any member Who is absent, excused or unexcused, from three (3) consecutive regular meetings of the Commission shall be a basis for a motion by the members of the Commission to remove said member from the Commission.

After passing a motion for removal of a member from office, the Commission shall send a letter to the appointing authority recommending that the said member's appointment to the Commission be withdrawn.

Article IV

Officers

The officers of the Commission shall be a Chair, a Vice-Chair and a Secretary

Designation:

1. The Chair, Vice-Chair and a Secretary shall be elected at the January meeting year by a majority vote of those members of the Commission present, after a quorum has been established. The Secretary may be the Executive Director.
2. Should the position of Chair become permanently vacant, the Vice-Chair shall fill the position until a replacement is elected by the members of the Commission. Should the Vice-Chair be elected to the position of Chair pursuant to this provision, a new Vice-Chair shall be elected by the members of the Commission.

Duties:

1. The Chair shall preside at all meetings of the Commission, appoint the chair of all task forces of the Commission, and execute instruments on behalf of the Commission.
2. The Vice-Chair shall possess all the powers and perform all the duties of the case of the Chair's absence or inability or in case the Chair shall not have been elected by the members of the Commission.

3. The Secretary shall record all meetings of the Commission and such task force meetings as shall be directed by the Chair.

Article V

Functions of the Commission

The general duties, obligations and powers of the Commission are outlined in Sections 239-q and 239-r of Article 12-D of the General Municipal Law. In exercising the broad latitude for implementing its duties and obligations, the Commission should annually.

1. Develop policy and strategy and aid in implementing strategy; and
2. Establish goals and objectives; and
3. Review budgets and make recommendations; and
4. Evaluate the operation of both the Commission and of the agency's staff.
 - a) No member of the Commission, who represents, or anticipates representing or being affiliated with, either party to a verified complaint, should be held responsible for or made privy to complaints registered at the Commission office nor is any member authorized to receive, or otherwise be privileged to, data that is directly or indirectly relevant to the complaint, from members or staff or any records, notes or files of the Commission except as required by law.

Article VI

Functions of Committees

Awards Committee: The purpose of this committee is to recognize and reward, annually, an adult, youth and company or organization, who (that) practices the Commission's obligation to foster mutual understanding, respect and harmony among and between people of different races, ethnicity, religions, nationalities and abilities.

Development Committee: The purpose of this committee is to seek funding for Commission programs, projects, operations and staff through proposals, grants, gifts, bequests and donations.

Employment Committee: The purpose of this committee is to monitor the interviewing, hiring and promotional opportunities for minorities in the public and private sectors of the community, to resolve disputes in these areas and to provide education, training and guidance to businesses, organizations and the community.

Justice Committee: The purpose of this committee is to develop relationship with the criminal justice system in the county, to act as a conciliator to prevent an increase in tension and conflict, to monitor the activities and processes of this system and other public service and governmental agencies to ensure fair and equitable treatment to county resident, and to intervene through education, training and guidance.

Nominating Committee: Ad hoc committee.

Recruitment Committee: Ad hoc committee.

Youth Committee: The purpose of this committee is to develop and encourage leadership skills in young people, to offer skills training in facilitation, group leadership and mediation, to provide projects and activities in community service that will encourage the use of these skills.

Article VII

Amendment

These By-Laws may be altered, amended, suspended, or repealed by a majority vote of those members present at any regular or special meeting.