

Hennepin County Children’s Mental Health Collaborative

Recommended Bylaws Amendments

July 14, 2021

Article & Section	Summary of Changes
Throughout the Bylaws	Updates references to Governance Committee, deleting Governance Group and using Governance Committee throughout the document
Article 1 (Governance), Section 1	Tie’s purpose to local children’s mental health collaborative statute rather than Local Coordinating Council. This change tightens the language.
Article 1, Section 2	New language is added to clarify HCCMHC will operate as a program of its fiscal sponsor, who will have ultimate administrative, programmatic, financial and legal responsibility. Added language clarifies the Governance Committee is responsible for program activities as outlined in the fiscal sponsorship agreement/MOU.
Article 1, Section 3	Increase voting members by three. Two parents were added during the May 2021 Governance Committee, and we are updating Bylaws to formally include a Family Services Collaborative Coordinator.
Article 1, Section 9	Clarifies the appointing agency will continue to fill these positions as they choose.
Article 1, Section 10	Update language on removals to require a majority vote of the Governance Committee and removes specific reasons for removal.
Article 2 (Meetings), Section 1	Add a new language related to open meeting law and related compliance.
Article 2, Section 2	<ol style="list-style-type: none"> 1. Adds language allowing the Executive Committee to set their meetings and meeting schedule 2. Adds language on how meeting information will be communicated and available to the public 3. Clarifies what data will be deemed classified
Article 2, Section 3	<ol style="list-style-type: none"> 1. Notice of special meeting or changes to normal meeting schedule for Governance and Executive Committees changed from 48 hour to 3 days notice on the website and to members of the committee 2. The purpose of the special meeting shall be communicated 3. Notice for an emergency meeting is not required, any non-emergency related discussions will be shared through minutes, and timing of emergency meeting notice is included
Article 2, Section 5	<ol style="list-style-type: none"> 1. Updates section to include electronic conference meetings for public health, pandemic or emergency declarations 2. Clarifies both Governance and Executive Committees may meet through electronic conferences 3. Add language stating members of the public attending electronic conferences must be able to hear add discussion and votes 4. One member of the committee shall be physically present at the regular meeting location unless its unfeasible.

	5. Clarifies the public should be allowed to monitor meetings in remote locations and the notice shall clearly state this option
Article 2, Section 6	Add new section on closed meetings and provides reasons for closed meetings
Article 2, Section 7	Adds reference to the new HCCMHC's Stipend Policy (this includes the overall stipend and research stipends approved in May 2021 and the PCLG stipend policy)
Article 3 (Officers), Section 1	<ol style="list-style-type: none"> 1. Updates option to include co-chairs 2. Changes election of chair or co-chairs to majority rather than quorum
Article 3, Section 3	Clarifies the Governance Committee can remove the chair
Article 4 (Committees), Section 1	<ol style="list-style-type: none"> 1. Update to include family service collaborative coordinator rep to Executive Committee 2. Removes insurance provider rep from Executive Committee and adds an ad-hoc rep to the Governance Committee 3. Clarifies the Executive Committee must comply with open meeting law
Article 4, Section 2	Clarifies any committee created that holds some or all powers of the Governance Committee must comply with open meeting law
Article 5 (Finances), Section 1	<ol style="list-style-type: none"> 1. Changes fiscal agent language to fiscal sponsor 2. State the specifics of the fiscal sponsor relationship will be addressed in a written agreement with the sponsoring organization
Article 5, Section 2	<ol style="list-style-type: none"> 1. Clarifies the fiscal sponsor has the ultimate responsibility for HCCMHC's finances and legal issues 2. States the fiscal sponsorship duties will be outlined in the administrative terms of the fiscal sponsorship agreement
Article 5, Section 3	Removed and included in the fiscal sponsorship agreement
Article 5, Section 4	Removed and included in the fiscal sponsorship agreement
Article 5, Section 5	Removed and included in the fiscal sponsorship agreement
Article 5, Section 6	Changes to Section 3
Article 5, Section 7	Removed and included in the fiscal sponsorship agreement
Article 6 (Indemnification & Standard of Conduct), Section 1	The Governance Committee will approve any indemnification and act as if it was a board of directors
Article 6, Section 2	The Governance Committee will follow conflict of interest procedures as if it was a board of directors
Article 7	Clarifies public access to information will be made available by the fiscal sponsor with written notice
Article 8, Section 2	Adds reference to Governance Agreements, along with Interagency Agreement, as location for operating principles and guidelines for establishing the Bylaws