

SACRAMENTO COUNTY
DOMESTIC VIOLENCE COORDINATING COUNCIL

MISSION STATEMENT

*To Collaborate, Coordinate,
Communicate To End Domestic Violence
In Sacramento County*

VISION STATEMENT

The Sacramento County Domestic Violence Coordinating Council (DVCC) envisions a community where agencies representing all sectors of our society work collaboratively to meet the needs of the victims of domestic violence and promote policy on issues regarding domestic violence. It will monitor existing services and responses between governmental and community organizations. The DVCC will also initiate and promote programs to reduce the incidence of domestic violence.

Executive Committee

The Executive Committee will consist of the President, the committee chairs of the four standing committees, the past president and the president elect. It will be the governing board of the DVCC. The activities and authority exercised by the Executive Committee are under the direction of the DVCC. The term of office for each chair shall be one year, ending each year on December 31st.

President of the Executive Committee

The President of the Executive Committee presides at all meetings of the DVCC and the Executive Committee. S/he is responsible for facilitating the work of the DVCC. S/he is *ex officio* a member of all committees established by the DVCC, and has other such powers and duties as may be authorized by the Executive Committee. The President of the Executive Committee shall be elected annually by the members of the Executive Committee. The President shall be selected from either the Office of the District Attorney, The Sheriff's Department, the City of Sacramento Police Department, the Department of Health and Human Services, or a member of the DVCC specifically designated by the aforementioned departments. It shall be a one year term.

Standing Committees

There shall be four standing committees:

- 1) The Law Enforcement Committee will be comprised of a representative of the Office of the District Attorney, the Sheriff's Department, the Sacramento Police Department, the Probation Department and other law enforcement agencies within the county.
- 2) The Community Committee will be comprised of representatives of the community such as the school districts, faith community, WEAVE and any community based organization focused on the mission of the DVCC.
- 3) The Health Care Committee will be comprised of Healthcare, Domestic Violence Network, the California Medical Training Institute, Adult Protective Services, Child Protective Services, and the Department of Public Health.
- 4) The Domestic Violence Death Review Team Committee.

The Executive Committee may establish any other standing committees as deemed necessary. These committees have responsibilities and duties which are determined by the Executive Committee.

Duties and Responsibilities of Standing Committees Chairs

The Chair of each standing committee is appointed by the members of that committee, subject to approval by the Executive Committee.

Duties and responsibilities of each committee include but are not limited to:

- Support the DVCC and its Mission and Vision Statements.
- Attend DVCC meetings and Executive Committee meetings
- Send a designee of the committee if they are unable to attend Executive Committee meetings
- Act as liaison between the DVCC and their committee
- Develop programs to further the goals of the DVCC
- Record and submit committee minutes to the Executive Committee
- Provide a list of current standing committee members to the Executive Committee
- The chair shall hold 4 or more meetings per year of his/her respective standing committee

Vacancies, Removal or Resignation of Members of the Executive Committee

In the event of a vacancy in the office of President, the President-Elect assumes the presidency. In the event of a vacancy of a standing committee chair, the Executive Committee approves an appointment to fill the vacancy made by the respective standing committee. A standing committee chair may resign at any time effective upon giving written notice to the president of the Executive Committee. Any member of the Executive Committee, including the President, may be removed with or without cause by a two-thirds vote of the Executive Committee.

Meetings of the DVCC

DVCC at large meetings

Meetings of the DVCC shall take place in April and October. The time and place will be determined by resolution of the Executive Committee. The standing committee chairs shall notify committee members of the time and place of the meeting of the DVCC at least 4 weeks in advance of said meeting.

Executive Committee meetings

The Executive Committee will meet at least quarterly. Notice of the time and place of the meeting is to be mailed to each member of the Executive Committee not less than 14 days prior to the meeting.

The President may call special meetings for a specific purpose. The date, time, location and purpose of a special meeting shall be stated in a notice in a time sensitive manner.

Quorum

A quorum consists of a simple majority of the Executive Committee or their designee. Every act or decision made by a majority of the Executive Committee, participating at a meeting duly held at which a quorum is present is an act of the Executive Committee. Any regular or special meeting at which a quorum is initially present may conduct a vote, notwithstanding the departure of a Executive Committee member.

Voting

Each member of the Executive Committee or their designee has the right to cast one (1) vote on all matters before the Executive Committee. Voting members will be identified. The President Elect will be a voting member. The Past President will not be a voting

member. Proxy voting is permitted with one vote being cast by the standing committee chairs or their designee.

Non-Discrimination

The Executive Committee, officers, standing committee members, volunteer staff, of the DVCC are selected in a non-discriminatory manner with no respect to age, gender, race, religion, natural origin, sexual orientation, gender identification, political affiliation, physical disability or health condition to the extent protected by California law.

Amendment of the By-laws

At any time, the by-laws of the DVCC may be amended by a majority vote from the Executive Committee.