

**UNION COUNTY AIR TRAFFIC NOISE ADVISORY BOARD
BY-LAWS**

**ARTICLE 1
Composition**

2 yr Term

SECTION 1.1- Creation

The Union County Air Traffic Noise Advisory Board (UCATNAB) exists as the representatives of their respective municipalities in addressing issues of air traffic impacts on their communities and within the County. It was created by Resolution 748A-89 by the Union County Board of Chosen Freeholders, adopted on September 28, 1989.

SECTION 1.2- Guidance

UCATNAB shall function within the guidelines set forth by the Union County Board of Chosen Freeholders.

SECTION 1.3- Application

The UCATNAB shall be non-partisan in composition and operation.

SECTION 1.4

The UCATNAB reports directly to the Board of Chosen Freeholders of the County of Union, N.J

**ARTICLE 11
Objectives**

SECTION 2.1- Purpose

The UCATNAB shall:

- A) Serve as the principal conduit for local and citizen input into the Air Traffic planning Process.
- B) Serve as the principal non-staff advisors on Air Traffic policy matters to the Board of Chosen Freeholders of Union County.

SECTION 2.2-Objective

To advise on issues and engage in activities to provide and promote an air traffic system which most effectively maximizes safety for all county residential, commercial, industrial, educational and recreational properties and a system that minimizes environmental impacts of NOISE POLLUTION and AIR POLLUTION upon the citizens of Union County.

SECTION 2.3-Function

In its role within the County planning process, UCATNAB shall:

- a) As appropriate-develop, study, review and recommend plans for Air Traffic improvements within or affecting Union County.
- b) Maintain liaison with superior and subordinate agencies involved directly or peripherally with air traffic matters affecting Union county.
- c) Serve as a public forum open to local government, private citizens, the business community, interested organizations and the AIRLINE INDUSTRY for the introduction of ideas, complaints, etc. relating to Air Traffic.
- d) Perform such other functions as authorized and approved by the Committee as a whole.

In its role as advisors to the Board of Chosen Freeholders of Union County on Air Traffic matters, UCATNAB shall:

- a) Work closely with and call upon the professional expertise of the staff assigned to the air traffic to ensure compatibility on policy, procedure and implementation.
- b) Make recommendations to the Freeholder Board by resolution, motion or other formal communication.
- c) Assume such other duties as may be assigned by the Board of Chosen Freeholders.

ARTICLE III

Membership

Section 3.1 - Objective:

For the Union County Air Traffic Noise Advisory Board to be effective, it is vital that a balance be maintained whereby the board:

- a) Provides a forum for all individuals and organizations desiring to express themselves on Air Traffic.
- b) Remains responsible to its Municipal constituency as regards to the fiscal or other local impacts which positions taken or recommendations made may have

Section 3.2 Membership Structure

Full Voting Membership: Shall be comprised of:

- a) The principal representative or alternate designated by the governing body of each of the Municipalities within Union County.
- b) The Freeholder Representative to Union County Air Traffic Noise Advisory Board.

Alternate

Section 3.3

Each duly appointed and recognized member shall appoint or have appointed a designated alternate.

ARTICLE IV

Section 4.1- Structure

Union County Air Traffic Noise Advisory Board shall function as a board of the whole with designated officers and both permanent and ad hoc sub-committees. Final voting power is vested in the Board.

Section 4.2- Officers

Officers of the Union County Air Traffic Noise Advisory Board are a Chairman, Vice-Chairman and a Secretary.

- a) **Chairman:** Presides at all meetings and hearings; appoints subcommittees; allocates duties to committee members; calls special meetings, as he deems necessary or upon his concurrence, at the request of other committee members and prepares the agenda and carries out such other duties normally incumbent upon the office.
- b) **Vice-Chairman:** Oversees and in the absence of the Chairman assumes the duties of the Chair.
- c) **Secretary:** Keeps the minutes and records of the Board under the direction of the Chairman; arranges proper and legal notice of special hearings, attends to correspondence of the committee and performs such other duties as are normally incumbent upon the office of the secretary.
- d) Terms of office are for one year.

ARTICLE V

Election of Officers

Section 5-1 Nominations

Nominations shall be made from the floor at the annual organizational meeting which is held in March or at such time that an adequate interval has been allowed for municipalities to appoint their designated representative (s) Any voting member may nominate.

Section 5-2 Voting

All voting members are eligible to vote for officers. Voting will be by open ballot unless one of the voting members requests secret ballot.

Section 5-3 Election

A candidate receiving the majority vote shall be declared elected. In the event on one candidate receives a majority vote, a run-off shall be conducted between the two candidates receiving the greatest number of votes. The run-off candidates receiving a majority of the votes cast shall be declared elected.

Section 5-4 Vacancies

Vacancies in authorized offices shall be immediately filled by regular election procedures.

ARTICLE VI

Voting

Section 6-1 Quorum

- a) For the committee as a whole, a quorum shall exist if 7 of the voting members are present

Section 6-2 Voting

- a) Voting ~~shall be~~ by majority of voting members present.
- b) Efforts shall be made to publicize matters to be voted upon to voting members at least 48 hours in advance.
- c) Voting will be by open ballot unless a secret ballot is requested.

ARTICLE VII

Meetings

Section 7.1 - Regular Meetings

Meetings shall be scheduled monthly in advance and shall normally be held on the fourth Monday of each month at such times and places as may be designated in the meeting announcement.

Section 7.2 - Changes

Changes to the time and place of regular meetings may be made only in advance by majority of vote of voting members for a specified meeting only, or in emergency situations, only by action of the Chairman.

Section 7.3- Special or Additional Meetings

May be called by the Chairman or as approved by the Chairman at the request of any member. Notice of such Board Meeting shall be distributed specifying the purpose of the meeting. No other business beyond that specified may be considered without the unanimous consent of voting members present. The requirements for a quorum shall be 7 voting members.

Section 7.4 - Sunshine

All meetings shall be open to the general public and the press.

Section 7.5 - Order of business

Regular meetings shall be:

- a) Recording of attendance
- b) Reading of minutes of the previous meetings
- c) Communications
- d) Public hearings
- e) Reports of officers and committees
- f) Old Business
- g) New Business
- h) Citizen input/public session
- I) Adjournment

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CONSTRUCTION BOARD OF APPEALS

Purpose: function and responsibility shall be to hear and decide matters arising out of the terms and requirements of the State Uniform Construction Code

Membership: 5 members; 1 licensed architect; 1 licensed civil or structural engineer; 1 qualified plumbing subcode official and 1 qualified electrical subcode official & 5 ATT.

No more than 2 of the members shall be selected from the same profession or business

Term: ~~4 years~~ *VARIES 1/1 TO 12/31 - See guide*

1 appointed for one year

1 appointed for 2 years

1 appointed for 3 years

2 appointed for 4 years

Created Reso - 120-1977 - Amended Reso 687-86 - *AMEND Reso 2007-27*

Contact - Debbie Sully *x 2/31*

Meetings: At least 1x per month

Union County Cultural and Heritage Programs Advisory Board

BYLAWS

CULTURAL AND HERITAGE PROGRAMS ADVISORY BOARD

The Advisory Board known as the Cultural and Heritage Programs Advisory Board was created pursuant to Article 27 of the County Administrative Code adopted by the Board of Chosen Freeholders on April, 28, 1976, as amended and the Freeholders Resolution No. 513 adopted on August 26, 1976.

The function and responsibility of the Advisory Board shall be:

- A. Conceive, support and recommend county programs to encourage and promote public interest in local, county and national history and culture.
- B. Study and evaluate the need and demand for historical and cultural programs, exhibits, displays, and performing arts.
- C. Recommend county archaeological and historical research programs.
- D. Report the Board of Chosen Freeholders to assist the Board in its formulation of county policy relating to cultural values.

ARTICLE II

Members, Officers, and Their Duties

Section 1. The Board shall consist of nine (9) members who shall be residents of Union County and one (1) Freeholder member. The members of the Advisory Board shall be appointed by the Board of Chosen Freeholders for a term of three (3) years except the initial terms which are staggered. The Chairman of the Board of Chosen Freeholders shall annually appoint one of its member to the Advisory Board who shall have the right to vote.

Section 2. The officers of the Advisory Board shall consist of a Chairperson, Vice President, and a Secretary.

Section 3. The duties of the Chairperson shall be to preside at all meetings; appoint committees; allocate duties to Board members; prepare the agenda for meetings; carry out such other duties as normally conferred by "Roberts Rules of Order, Revised.

Section 4. The Vice Chairperson shall act for the Chairperson in his or her absence. In addition, the Vice Chairperson shall serve as parliamentarian and Sergeant at Arms.

Union County Cultural and Heritage Programs Advisory Board

Section 3. Vacancies in office shall be filled immediately for the unexpired term by regular election procedures.

ARTICLE IV

Meetings

Section 1. Meetings will be held on the first Monday of each month, at 7:30 o'clock p.m., at a regular site mutually agreed upon at the first meeting of the year or at such other times and place within the County, as the Board may establish at the meeting immediately preceding.

Section 2. For the transaction of business at any regular or special meeting, five (5) members shall constitute a quorum, and the number of votes necessary to transact business shall be a majority.

Section 3. Additional meetings shall be called by the Chairperson at his or her initiative or request of three (3) Board members. The notice of such a meeting shall specify the purpose of the meeting and no other business may be considered except by unanimous consent of the Board.

Section 4. Conference meetings to discuss special business may be called by the Chairperson or a Committee Chairperson at any time or place mutually agreeable to those attending.

Section 5. All meetings at which official action is taken shall be open to the general public, but no participation by citizens will be in order without sanction of the Board.

ARTICLE V.

Order of Business

Section I. The order of business at regular meetings shall be:

- Roll Call
- Reading or review of minutes of previous meeting
- Communications and Bills
- Report of Officers, Staff and Committees
- Old Business
- New Business
- Adjournment

Union County Advisory Board on the Disabled

BYLAWS

ARTICLE I

NAME

The name of the Board shall be "Advisory Board on the Disabled of Union County."

ARTICLE II

PURPOSE

The purpose of the Board is as follows:

1. To advise and consult with the Union County Board of Chosen Freeholders as to all matters affecting the interests of Union County residents with physical and/or mental disabilities.
2. To study and evaluate matters affecting or involving programs, projects, problem identification, employment, education and housing of any and all residents of Union County with physical and / or mental disabilities including but not limited to brain injuries, cognitive, developmental, blind, and deaf/hard of hearing disabilities.
3. To study, evaluate and promote the coordination of activities and programs for persons with disabilities.
4. To study, formulate and promote educational and employment opportunities, as well as programs to aid and assist persons with disabilities.
5. To serve as the Union County Board of Chosen Freeholders liaison for persons with disabilities to various public, educational and recreational firms or groups within the County.

6. To evaluate Union County emergency operation plans and serve as a resource in ensuring that the planning of emergency and disaster response efforts are inclusive of Union County residents living with disabilities.

ARTICLE III

MEMBERSHIP

SECTION 1. The Board shall consist of thirteen (13) members as is set forth by resolution of the Board of Chosen Freeholders of the County of Union.

SECTION 2. All members of the Board shall be appointed by the Board of Chosen Freeholders of the County of Union for a term of three (3) years. Appointments and reappointments/recertification's shall be set forth in the appropriate resolution of that Board. Terms may be staggered to avoid gaps in vacancies/filling positions.

SECTION 3. A majority of the members of the Advisory Board on the Disabled shall consist of persons with disabilities. Membership shall be a broad representation of the community at large, relative to service need, target population, and demographics. The remaining membership shall consist of caregivers for persons with disabilities, and/or representation of an organization that provides services to persons (adults/youths) with disabilities, local colleges, state representatives, consumer advocates, parents and volunteers. Membership shall be a broad representation of the community at large, relative to service need, target population, and demographics.

SECTION 4. Any member is liable to forfeiture of their appointment on the

Board if there is a violation of the policy of the Board of Chosen Freeholders which provides for the vacation of a Board member's seat and term in the event such member, without being excused, fails to attend meetings of such board for three consecutive regular meetings. An absence is excused if it is due to illness, death in family, county business or business as an elected official.

SECTION 6. The members of the Advisory Board on the Disabled of Union

County shall serve as such without compensation, but may be paid expenses incurred in the performance of their duties with the prior approval by the Board of Chosen Freeholders.

ARTICLE IV

OFFICERS

SECTION 1. The officers of the Board shall be a Chairperson, Vice-Chairperson and Secretary.

SECTION 2. The term of office shall be for one year.

SECTION 3. Officers shall take office upon election and serve for one (1) full year (12 months) or until their successors are duly elected and qualify.

SECTION 4. A. In the event of death, resignation or incapacity of the Chairperson, the Vice-Chairperson shall become Chairperson for the unexpired portion of the term.

SECTION 4. B In the event of vacancies of offices other than the Chairperson, the Chairperson shall declare a vacancy to exist, and call a special election to be held at the next regular

meeting to fill the office in question until the next Annual Meeting. Nominations to fill the vacancy shall come from the floor and the person receiving a majority vote shall be declared elected. Notice of the vacancy and the call for the special election shall go out with the regular meeting notice at least seven (7) days prior to said meeting.

ARTICLE V

NOMINATIONS AND ELECTIONS

SECTION 1. At the first regular March meeting of the Board, a Nominating Committee, consisting of three (3) members, shall be appointed by the Chairperson. The Report of the Nominating Committee shall be given at the May meeting. Nominations may also be made from the floor.

SECTION 2. Officers shall be elected at the May meeting.

SECTION 3. Election shall be by ballot, and a majority of all votes cast shall constitute an election. When there is only one candidate for an office, election may be by voice.

ARTICLE VI

DUTIES OF OFFICERS

SECTION 1. The Chairperson shall be the principal officer of the Board and shall:

- A. preside at all meetings of the Board;
- B. appoint such committees as may be necessary;

- C. serve as ex-officio member of all committees, except the Nominating Committee;
- D. be the official spokesperson of the Committee.
- E. call a special meeting to conduct official business as needed

SECTION 2. The Vice-Chairperson shall:

- A. perform the duties of Chairperson in the absence of the Chair;
- B. shall become Chairperson for the unexpired portion of the term in case of death, resignation or incapacity of the Chair;
- C. serve in such capacities as assigned by the Chairperson;
- D. coordinate the work of all committees.

SECTION 3. The Secretary of the Board shall perform the duties of Chairperson and Vice-Chairperson in the absence or incapacity of both of these officers.

ARTICLE VII

MEETINGS

SECTION 1. Regular meetings shall be held on the fourth Tuesday of the month at a designated time in facilities of the County of Union, unless otherwise determined by the Board. Meetings will be held every other month, as needed (March, May, June, September, October, December). Meetings shall not exceed 2 hours unless determined by the Chairperson.

SECTION 2. Special Meetings may be called by the Chairperson or when three (3) members make a written request for such a meeting.

The Secretary of the Board shall serve written notice which must be received five (5) days prior to the date of the meeting, stating time, place and purpose of the meeting.

SECTION 3. The May meeting of each year shall be designated the Reorganization Meeting. The order of business shall be:

A. adoption of bylaws [they do not have to be adopted every year]

A. election of officers

B. appointment/reappointments of the membership

C. announcement of appointments to committees by the Chair.

D. such other business as may come before the Board

SECTION 4. Seven (7) members of the Board shall constitute a quorum for the transaction of business. A quorum represents 50% + 1 of the full Board.

SECTION 5. In the event of inclement weather, meeting(s) shall be cancelled for safety precautions. Members shall be notified by phone and email. Meetings shall be rescheduled within non-consecutive months where meetings do not occur.

ARTICLE VIII

COMMITTEES

The Chairperson may appoint such committees or workgroups as may be necessary from time to time to assist the Board in meeting the objectives cited in

Article II. These shall include but not be limited to: emergency planning efforts, housing, policies and procedures, and the Personal Assistance Services

Program (PASP).

ARTICLE IV

PARLIAMENTARY PROCEDURE

"ROBERT'S RULES OF ORDER, NEWLY REVISED" shall govern this

~~Board in all cases to which they are applicable and insofar as they are~~

not inconsistent with these bylaws.

ARTICLE X

AMENDMENTS

SECTION 1. Amendments to these bylaws may be proposed by any member of the Board.

SECTION 2. All proposed amendments shall be sent in writing to every member at least seven (7) days before they are voted upon.

SECTION 3. These bylaws may be amended by a two-thirds (2/3) vote of the members present and voting at any regular meeting.

ADOPTED: 12/19/89

AMENDMENT ADOPTED: 1/21/2016 RESOLUTION #: 2016-50

By-law revisions approved at the 5/23/17 ABD meeting.

Emergency Management Council

Purpose: to establish the requirement for the designation of County Emergency Management Councils and to provide guidance on council membership and activities

Members are based on State, Federal and Governor's proclamation

Term- one year

Creating Reso – ?

Chris Scaturo - EMS

Meetings: as needed

Disciplines attached.

FIRE SERVICES ADVISORY BOARD

Purpose: shall be to make, upon request, recommendations to the UC FH Board through its Freeholder members on those matter relating to fire services as they pertain to Fire Science Training School; the Hazardous Materials Response Team; fire mutual aid; fire related legislation and regulations; fire related appropriations in the annual Union County budget; fire related emergencies; and such other fire service issues as may from time to time come before the Board

Term- one year Jan. 1 to Dec. 31

Chris Scaturo - EMS

Meetings: s/b at least quarterly – no summer months-meetings approved at re-org according to by-laws

Creating Reso – 31-1988 – Amending Reso 924B-1994 and 902-1996 for a total of 10 members including a FH Liaison

Disciplines attached and they are required to hold that particular office qualifying them for appointment

Mutual Aid Coordinator
Chief of Union Fire Dept
Pres. UC Fire Prevention Assoc.
OEM Director
UC Fire Chief, Carerr
Acting Chief City of Elizabeth Fire
OEM Secretary
Dean of UC Fire Academy
Rep of UC Arson Unit
Freeholder Liaison
UC Hazmat Chief
UC Fire Training Ctm Chairman
Pres. UC Fire Chiefs' Assoc.
UC Volunteer Fire Chief
General Member

May 9, 1974

RESOLUTION BY FREEHOLDER NILSEN: FOR THE COMMITTEE OF THE WHOLE

WHEREAS, there is an urgent need in and about the County of Union, New Jersey, to protect and enhance the quality of the natural environment; and

WHEREAS, there have been and will be established quality standards to reduce, abate and prevent environmental pollution necessitating the employment of devices, equipment and facilities for the collection, reduction, treatment and disposal of gaseous, liquid and solid wastes or other contaminants deriving from the operation of public utility, industrial, manufacturing, warehousing, commercial, office and research facilities in and about the County of Union; and

WHEREAS, it is desirable for the County of Union to provide additional and alternative methods of financing the costs of the acquisition and installation of the devices, equipment and facilities required to comply with the quality standards which will accelerate the abatement process pursuant to the provisions of the New Jersey Industrial Pollution Control Financing Law, Chapter 376 of the Laws of 1973 of New Jersey (hereinafter the "Act"); and

WHEREAS, the alternative method of financing is in the public interest and serves a public purpose in encouraging the protection of the health, welfare and safety of the citizens of Union County and the State; and

(Continued)

WHEREAS, the Board of Chosen Freeholders of the County of Union, New Jersey, has decided and hereby determines that it is in the best interest of the inhabitants and citizens of Union County that pursuant to the Act, there be created an Industrial Pollution Control Financing Authority as a public body corporate and politic and a political subdivision of the State and an agency and instrumentality of the County of Union for the purpose of acquiring, constructing, reconstructing, repairing, altering, improving, extending, owning, leasing, financing, selling, maintaining, operating and disposing of pollution control facilities within the County of Union;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Chosen Freeholders of the County of Union, New Jersey, as follows:

Section 1. Pursuant to the provisions of the Act, there is hereby created a public body, corporate and politic, under the name of the Industrial Pollution Control Financing Authority of Union County (hereinafter "Authority").

Section 2. The Authority is and shall be an agency and instrumentality of the County of Union and shall have and exercise all of the powers and perform all of the duties provided for by the Act, as may be amended and supplemented from time to time.

Section 3. The Authority shall consist of five (5) members who shall be appointed in accordance with the provisions of the Act and who shall serve without compensation, but the Authority shall reimburse its members for actual expenses necessarily incurred in the discharge of their official duties in accordance with the provisions of the Act.

Section 4. A copy of this resolution duly certified by the Clerk of the Board of Chosen Freeholders of the County of Union shall forthwith be filed by said Clerk in the office of the Secretary of the State of New Jersey, pursuant to the Act.

Section 5. This resolution shall take effect immediately.

**LOCAL ADVISORY COMMITTEE ON ALCOHOLISM AND DRUG ABUSE
BY-LAWS**

ARTICLE 1

SECTION A: NAME

The name of this organization shall be the Local Advisory Committee on Alcoholism and Drug Abuse, hereafter referred to as LACADA.

SECTION B: MISSION STATEMENT

The mission of the LACADA is to study and evaluate the Union County alcoholism and drug related needs and services, and make recommendations to the Board of Chosen Freeholders on these related matters.

SECTION C: RESPONSIBILITIES

The responsibilities of the LACADA are:

1. To develop and recommend to the Board of Chosen Freeholders (also referred to as the Board) a comprehensive plan for alcoholism/drug abuse services for the County.
2. To review, evaluate and make recommendations to the Board with regard to alcoholism/drug abuse service projects submitted for available funding; to provide for an agency appeals process as it relates to allocation recommendations made by the LACADA; and to recommend to the Board the amount of available financial aid to be allocated so each such project or parts thereof;
3. To periodically review alcoholism/drug abuse projects funded by the County for compliance with rules and regulations of the State Department of Human Services and Division of Addiction Services.
4. To review progress in the development of alcoholism/drug abuse services in the County and suggest recommendations to local agencies.
5. Review and evaluate local applications for County, State, and Federal alcohol/drug abuse funds and report to the Board thereon.

ARTICLE II

SECTION A: APPOINTMENT OF MEMBERS

Members shall be appointed by the Board of Chosen Freeholders according to law and the guidelines of the State Department of Human Services, Division of Addiction Services. The term of the office shall be for three (3) years beginning on January 1st and terminating on December 31st. Vacancies shall be filled within 60 days by the Board of Chosen Freeholders and only for the unexpired term. The chairman of the Board shall annually appoint one (1) of the Freeholders to serve on the LACADA, and this person shall have the right to vote.

SECTION B: MEMBERSHIP

The Committee will be composed of sixteen (16) individuals interested in the treatment, prevention, education and public awareness of alcoholism and drug abuse, plus one (1) appointed Freeholder liaison with the power to vote. All members will reside in Union County, and at least two (2) shall be recovering alcoholics and at least two (2) shall be recovering drug abusers. The remainder of the membership may be selected from, but not limited to, the following categories:

1. the voluntary alcoholism/drug abuse sector;
2. local hospital association and/or R.N. and/or M.D.;
3. organized labor;
4. human services agencies;
5. public health;
6. public education;
7. mental health;
8. criminal justice;
9. clergy;
10. Union County Board of Chosen Freeholders
11. unfunded provider agencies.

SECTION C: MEETINGS

Meetings of the LACADA will be held bi-monthly and on special occasion at the call of the Chairperson or the Chairperson's designee. A minimum of five (5) meetings will be held per year. Notice of the time and place of each meeting shall be given by the Secretary or designee and shall be given in writing with at least ten (10) days notice; in the event of an emergency, the Chairperson may dispense with such notice.

BYLAWS OF THE UNION COUNTY MENTAL HEALTH BOARD

ARTICLE I

OVERVIEW

Section 1 - Purposes

The purposes for which this Board is formed are to:

1. Develop a comprehensive plan of community mental health services for Union County.
2. Review and recommend funding allocations to agencies within the County.
3. Monitor the service delivery and administration of all programs under the Board's jurisdiction.
4. Make recommendations to the appropriate agency or department.
5. Carry out within Union County the purposes of State Law and the rules and regulations adopted there under pertaining to mental health and prevention, treatment and care of mental health problems.

Section 2 - Planning Responsibilities

1. As set forth in the NJ Division of Mental Health Services (hereafter referred to as "the Division") Planning Guidelines:
 - a. Initiate and implement a planning process, encouraging participation from, at a minimum, funded providers of service, clients, and interested citizens.
 - b. Develop a plan of mental health services for the county. At a minimum, that plan shall identify:
 - 1) The county mental health authority (ies) and their respective roles and functions;
 - 2) The manner in which the plan was completed;
 - 3) A set of goals and objectives which will provide a framework for addressing the needs of State and locally identified target groups;
 - 4) An action plan which designates the means and steps by which goals and objectives will be achieved.
 - c. Submit completed County Mental Health Plan to the Division within specified deadlines, for review and approval.

Section 3 - Implementation Responsibilities

1. Based on the County Mental Health Plan, the County Mental Health Board shall, at minimum:
 - a. Receive, review, comment, and where necessary, solicit the following:
 - i. Initial and continuation funding applications for:
 1. State hospitals;
 2. County hospitals;

3. Community mental health projects regardless of the revenue source.
 - ii. Certificate of Need applications for mental health agencies;
 - iii. Affiliation agreements.
- b. Review and recommend funding allocations to agencies within the County, consistent with the approved County Mental Health Board Plan.

ARTICLE II

MENTAL HEALTH BOARD MEMBERSHIP

Section I - Composition

The Board shall be composed of not less than seven (7) nor more than twelve (12) residents of Union County. The Board shall include two mental health consumers as defined by the revised Community Mental Health Services Regulations (N.J.A.C. 10:37-4.1), and may include a representative of a local board of health, a school board, a parent-teachers association, the county medical society, county advocacy groups, and other representatives as the appointing authority may deem necessary to adequately carry out the purposes for which this Board is formed.

Section 2 - Terms

Members shall be appointed by the Union County Board of Chosen Freeholders for a term of three years to begin January 1 and terminate December 31. Members may not be reappointed after serving two full three year terms, until two years shall have elapsed since the expiration of such terms. Membership terms may exceed this timeframe only until a replacement has been appointed. Vacancies shall be filled within 60 days by the Board of Chosen Freeholders.

Section 3 - Meetings and Quorum

Meetings of the Board shall be held eight (8) times each year, and on special occasions at the call of the chairperson or his/her designee [and at such time and place as the chairperson shall designate]. Notice of the time and place of each meeting shall be given in writing on at least ten (10) days notice. The chairperson may dispense with such notice in an emergency.

A quorum of a majority of the members of the Board at any meeting shall be required for the conduct of business. A vote cast or action taken by a majority of the members of the Board present and constituting a quorum shall control on all matters unless otherwise provided herein. No expenditure of money shall be made without the affirmative vote of a majority of the members of the full Board. Each member at the time of any vote or action of the Board is taken upon any matter shall be entitled to cast one vote with respect thereto. Voting, other than in person, shall not be permitted except in the case of emergency action taken by the Executive Committee (see Article V., Section 1).

ARTICLE 1

NAME

The name of the Board shall be the Union County Motion Picture & Television Advisory Board.

ARTICLE 11

OBJECTIVES

The objectives of the Board shall be:

- a. To promote our cultural heritage to provide the means by which our county can benefit economically by facilitating the use of the County and to enhance pride in our community.
- b. To encourage economic vitalization through the promotion of Union County as an advantageous and unique place for the film industry.
- c. To cooperate with the municipalities in carrying out this purpose.
- d. To be the official liaison with the New Jersey State Film Commission, the municipalities and the motion picture and television industry.
- e. To play an advocacy role in all matters pertaining to motion picture and television development in Union County.
- f. To coordinate information and efforts of all related services.
- g. To create and maintain a file of resources in the County.
- h. To bring together public volunteers from each municipality as a working committee to assist in creating the resource file.
- i. To encourage the development of promotional material dealing with the unique resources of Union County available to the industry.
- j. To create and maintain a file of the names of community personnel who can expedite the securing of all necessary permits.
- k. To work with the Public Information Officer and his staff.
- l. To work in close cooperation with the Union County Economic Development Corporation to bring motion picture and television business to the County.
- m. To promote the selection of a site in Union County for a major motion picture--television studio complex.

ARTICLE III

MEMBERS

Membership of this Board shall be:

- a. Determined by appropriate resolution by the Board of Chosen Freeholders of the County of Union.
- b. Representative of the Public Sector; the Police Department; the Fire Department; the Arts; the Business Sector; the Planning Board; Real Estate; Labor and the Board of Freeholders.
- c. Liable to forfeiture of their appointment on the Board if there is a violation of the policy of the Board of Chosen Freeholders adopted pursuant to and consistent with Laws of 1979, Chapter 302, effective January 17, 1980 and cited as N.J.S.A. 40A:9-12, which, among other provisions, provides for the vacation of a board member's seat and term in the event such member, without being excused, to attend meetings of such board for eight consecutive weeks or four consecutive regular meetings, whichever period is of longer duration.

ARTICLE IV

OFFICERS

Section 1. The Officers of the Union County Motion Picture and Television Advisory Board shall be a Chairman, Vice-Chairman and Secretary.

Section 2. The term of office shall be one year.

Section 3. Officers shall take office upon election and serve for one calendar year, or until their successors are duly elected and qualify, but in no event shall an officer continue to hold that office if that person ceases to be a member of the Board.

Section 4. a. In the event of death, resignation, or incapacity of the Chairman, the Vice Chairman shall become Chairman for the unexpired portion of the term.

b. In the event of vacancies of officers for other than the Chairman, the Chairman shall declare a vacancy to exist and call for a special election to be held at the next regular meeting to fill the office in question until the next Annual Meeting. Nominations to fill the vacancy shall come from the floor and the person receiving a majority vote shall be declared elected. Notice of the vacancy and the call for the special election shall go out with the regular meeting notice at least seven days prior to said meeting.

ARTICLE V

DUTIES OF OFFICERS

Section 1. The Chairman shall be the principal officer of the Board. The Chairman shall:

- a. Preside at all meetings of the Board.
- b. Appoint standing, and special committee chairman with the approval of the Board.
- c. Serve as ex-officio of all committees.
- d. Direct the work of the Administrative Assistant to the Board.
- e. Be the official spokesperson for the Board.

Section 2. The Vice-Chairman shall:

- a. Perform the duties of the Chairman in the absence of the Chairman.
- b. Become Chairman for the unexpired term in case of death, resignation, or incapacity of the Chairman.
- c. Serve in such capacities as assigned by the Chairman.

Section 3. The Secretary shall:

- a. Keep a correct record of the proceedings of all meetings of the Board.
- b. Serve in such capacities as assigned by the Chairman.

ARTICLE VI

MEETINGS

Section 1. Regular meetings shall be held monthly unless otherwise determined by the Board.

Section 2. Special meetings may be called by the Chairman or by any five (5) members. A written notice must be postmarked five (5) days prior to the date of the meeting, stating time, place and purpose of the meeting.

Section 3. A majority of those duly appointed and sworn-in shall constitute a quorum at any meeting.

ARTICLE VII

STANDING COMMITTEES

Section 1. The standing committees of the Board shall be Liaison; Public Relations; and Resources.

Section 2. It shall be the duty of the Liaison Committee to develop dialogue and communication among Municipalities, the State and the New Jersey Motion Picture and Television Industry.

Section 3. It shall be the duty of the Public Relations Committee to prepare reports to the Freeholders and to publicize the activities and findings of the Advisory Board.

Section 4. It shall be the duty of the Resources Committee to oversee the compilation

UC OPEN SPACE, RECREATION AND HISTORIC PRESERVATION PUBLIC ADVISORY COMMITTEE (PAC)

Purpose: to provide public input in the
implementation of the Union County Open Space,
Recreation and Historic Preservation Trust Fund

Members: 17

Disciplines: 1 voting member to present the
general public, 1 to represent an educational
discipline (Reso amended – 150-2003) and

BE IT FURTHER RESOLVED that the term of the Committee shall be for three (3) years beginning January 1st and ending December 31st with the exception of initial appointments which shall be as follows: the Elected official of the Democratic Party, Elected official of the Republican Party and three (3) at-large members of the public shall serve an initial term beginning January 25, 2001 and terminating December 31, 2001. Two (2) members of an environmental organization, one (1) member of a historic preservation organization, one (1) member of a labor organization, and one (1) member from the business community shall serve an initial term beginning January 25, 2001 and terminating December 31, 2002. Freeholder Open Space Chairperson or designee, Union County Manager or designee, Union County Department of Economic Development representative, Union County Department of Parks & Recreation representative, and Union County Division of Cultural & Heritage representative shall serve for an initial term beginning January 25, 2001 and terminating December 31, 2003.

NO SUFFICIENCY OF FUNDS REQUIRED

Frank W. Adams
1-25-01

By Laws: Creating Reso 110A-2001; Amended 2008-46

— BY LAWS AMENDED

Contact: Vikki Durbin-Drake

Meeting: 4x per year

By-LAWS

Aug. 26, 1976

RESOLUTION BY FREEHOLDER MOLLOZZI

BE IT RESOLVED by the Board of Chosen Freeholders of the County of Union that there is hereby created a Shade Tree Advisory Board whose function and responsibility shall be to study, evaluate and advise this Board in matters concerning the regular planting and care of shade and ornamental trees and shrubbery in County highways, parks, and parkways, in order to assist this Board in its consideration and formulation of County policy to make such regular planting and care effective.

BE IT FURTHER RESOLVED that the Shade Tree Advisory Board shall be constituted as follows:

1. There shall be five (5) members on the Board, all of whom shall reside in Union County.
2. The term of office for members shall be five (5) years except that the initial terms shall be as follows: one member shall serve from the date of their appointment until December 31, 1976; one member shall serve from the date of their appointment until December 31, 1977; one member shall serve from the date of their appointment until December 31, 1978; one member shall serve from the date of their appointment until December 31, 1979; and one member shall serve from the date of their appointment until December 31, 1980.

3. The Board may, with the approval of the Board of Chosen Freeholders, adopt by-laws to govern the conduct of their activities.

4. The members of the Shade Tree Advisory Board shall serve as such without compensation but may be paid expenses incurred in the performance of their duties.

UNION COUNTY PLANNING BOARD

Purpose: functions and responsibilities shall be that pursuant to NJSA 40:27-1 Seq., the Board shall review, hold public hearings and adopt such functional elements of the County Master Plan as prepared by the Planning Dept

Members: 9, including 6 residents of Union County, Chairman of the Board of Freeholders or designee, a member of the Board of Freeholders to be appointed annually by the Chairman and the Director of the Dept. of Engineering and 6 citizen members who shall not hold any other County office; and may have 2 alternates

Officers: Chairman, Vice Chairman, Secretary
Secretary must be an employee of the County of Union

Term: 3 year terms – Jan. 1st to Dec. 31st

Contact: Kamal Saleh

August 2014

**Meetings: Second Wednesday of every month at
7:00 PM FHS conference room**

Creating Reso #527-1976

(1)

BY-LAWS
UNION COUNTY SENIOR CITIZEN AND DISABLED RESIDENT
TRANSPORTATION ASSISTANCE PROGRAM ADVISORY BOARD

Article III – Election of Officers

Section 1. Nomination of officers shall be made from the floor at the Annual Organization Meeting held in December of each year. The election shall follow immediately thereafter.

Section 2. A candidate receiving a majority vote of the entire membership of the board shall be declared elected and shall serve for two (2) years or until a successor takes office.

Section 3. Vacancies in office shall be filled immediately by the regular election process.

Article IV – Meetings

Section 1. Meetings shall be held bi-monthly on the 1st Tuesday of the month at 7:00 pm at the Union County Administration Building or such other time and accessible place within the County as the Board may establish at the meeting immediately preceding.

Section 2. The council will conduct a minimum of four (4) meetings per year for the transaction of ordinary business. At any business or special meeting, six (6) members shall constitute a quorum.

Section 3. Additional meetings shall be called by the Chairperson at his own initiative or at the request of any board member. A notice must be received five (5) days prior to such a meeting; it shall specify the purpose of the meeting. No other business may be considered except by unanimous consent of the board.

Section 4. All meetings shall be open to the general public. Public comments limited to five (5) minutes each.

... ②
7

BY-LAWS
UNION COUNTY SENIOR CITIZEN AND DISABLED RESIDENT
TRANSPORTATION ASSISTANCE PROGRAM ADVISORY BOARD

Section 5. Parliamentary procedure at board meetings shall be governed by "Roberts' Rules of Order".

Article V – Order of Business

Section 1. The Director of Union County Paratransit or his/her designee shall serve as liaison to the committee. As such the department will be responsible for developing the agendas, prepare reports and related documents and record and distribute copies of minutes for the meetings. The director shall chair the meeting in the event that neither the Chairman nor Vice Chairman is able to attend.

Article VI – Amendments

All members will be furnished a copy of the purposed amended by-laws ten (10) days prior to the next meeting, where the by-laws will be considered. At the next regular meeting the amended by-laws will be proposed for adoption. The by-laws must be approved by seven (7) members of the Union County SCDRTAP Advisory Board.

①

BY-LAWS
UNION COUNTY SENIOR CITIZEN AND DISABLED RESIDENT
TRANSPORTATION ASSISTANCE PROGRAM ADVISORY BOARD

Article I.

Article II. Purpose

Section 1. The Union County Senior Citizen and Disabled Resident Transportation Assistance Program (SCDRTAP) Advisory Board is appointed by the County of Union Board of Chosen Freeholders for the purpose of dealing effectively with transportation concerns of senior citizens and disabled residents of Union County.

Section 2. Objectives and Responsibilities

It shall be the objective and responsibility of the SCDRTAP Advisory Board to:

- a) Identify special transportation issues for senior citizens and disabled residents of Union County and provide input to address unmet needs.
- b) Encourage coordination among the various public and private agencies that provide transportation for senior citizens and persons with disabilities
- c) Provide a representative forum for consumers and agencies
- d) Inform, advise and consult with Board of Chosen Freeholders on matters concerning the transportation of senior citizens and persons with disabilities.
- e) Provide input in the review and development of the annual application for New Jersey Transit funds.

Article II. Members, Officers and their Duties

Section 1. The membership of the Union County SCDRTAP Advisory Board shall be appointed by the County of Union Board of Chosen Freeholders upon recommendation of the advisory board for a two (2) year term. Membership of the SCDRTAP Advisory Board shall be representative of agencies and individuals concerned with the transportation needs of senior citizens and persons with

(2)

BY-LAWS
UNION COUNTY SENIOR CITIZEN AND DISABLED RESIDENT
TRANSPORTATION ASSISTANCE PROGRAM ADVISORY BOARD

disabilities in Union County which are contained in the current Freeholder Resolution governing the board. Ex-officio membership without vote shall be granted to the Director of the Paratransit System

or his/her designee. The Board shall consist of eleven (11) members, 51% of whom must be consumers (e.g. senior citizens, persons with disabilities, parents or legal guardians of disabled individuals, and non-professional advocates for persons with mental or emotional disabilities).

Section 2. The officers of the Union County SCDRTAP Advisory Board shall consist of a Chairperson, and a Vice Chairperson.

Section 3. The duties of the Chairperson shall be to preside at all meetings; appoint subcommittees; allocate duties to board members; call special meetings as is deemed desirable or at the request of a board members.

Section 4. The Vice Chairperson shall act for the Chairperson in his/her absence and shall also act as the Parliamentarian for the board.

Section 5. Four consecutive absences from meetings shall cause a vacancy in that member's office. After three (3) consecutive absences a letter of notification should be forwarded to the member. If the member does not attend the following meeting a letter of recommendation for termination should be forwarded to the Board of chosen Freeholders.

BYLAWS
SOLID WASTE ADVISORY COUNCIL (SWAC)
OF UNION COUNTY
Amended January 2008

ARTICLE I

Objectives

Section 1. The objectives and responsibilities of the Solid Waste Advisory Council of Union County, hereinafter referred to as the "Council" are those set forth in the New Jersey Solid Waste Management Act, P.L. 1975, C.326, 11.b.(I), and Union County Board of Chosen Freeholder's resolution #337, adopted April 30, 1987, as well as the following Bylaws or rules of procedure adopted by the Council to facilitate the performance of its duties. The Council will advise and report to the Board of Chosen Freeholders and the Union County Utilities Authority (Authority) concerning all matters related to the Union County Solid Waste Management Plan. In addition, it shall serve as a communications channel to the municipalities.

ARTICLE II

Members, Officers and Their Duties

Section 1. The general membership of the Council is set by Freeholder Resolution.

- A. Full voting membership is as follows:
- (1) Each of the twenty-one Union County Mayors or their Appointee (Appointee will have one vote in the absence of the Mayor and will be responsible to the Mayor).
 - (2) One representative of a Recycling Collection Firm, contracted in the County (The Authority Commissioners will make a candidate recommendation and the member will be appointed by and responsible to the council).
 - (3) One representative of a large commercial solid waste collection firm, contracted in the County (The Authority Commissioners will make a candidate recommendation and the member will be appointed by and responsible to the council).

- (4) One representative of an independent solid waste collection firm, contracted in the County (The Authority Commissioners will make a candidate recommendation and the member will be appointed by and responsible to the council).
- (5) One representative of the Union County Environmental Health Advisory Board, Solid Waste Committee (The Freeholder Board will make a candidate recommendation and the member will be appointed by and responsible to the council).
- B. Representatives of the following bodies are provided as liaison, without vote, to their respective organizations:
 - (1) As per Ordinance No.9 of P. L. 1972, CH 154 as amended, one representative of the Union County Board of Chosen Freeholders.
 - (2) One representative of the Union County Utilities Authority
- C. Representatives of the following groups are invited as ex-officio members (without vote):
 - (1) County Planning Department, or equivalent, of the counties of Essex, Hudson, Middlesex, Morris, Somerset and Union Counties and the Hackensack Meadowlands Development Commission.
 - (2) New Jersey Department of Environmental Protection.
 - (3) United States Environmental Protection Agency
 - (4) Tri-state Regional Planning Commission
 - (5) As per Ordinance No.9 of P.L. 1972, CH 154 as amended, the County Manager of Union County.
 - (6) Representatives of the Joint Meeting of Essex and Union Counties, the Linden-Roselle Sewerage Authority and the Rahway Valley Sewerage Authority.

Section 2. Each member of the Council will have an official alternate appointed. Alternates shall have the same privileges as the appointed member, in the absence of the official member.

Section 3. The office of the Council shall consist of a Chairperson, Vice Chairperson, Secretary and a Sergeant of Arms.

Section 4. The duties of the Chairperson shall be to preside at all meetings and hearings; appoint committees; allocate duties to Council members; prepare, with the secretary, the agenda for meetings; carry out such other duties as normally conferred by the current edition of "Roberts Rules of Order". In addition, the Chairman, or designee, will be responsible to present all recommendations or attend relevant meetings of the Board of Chosen Freeholders or the Authority when determined by two-thirds of the majority of members present.

Section 5. The Vice Chairperson shall act for the Chairperson in his absence.

Section 6. The Secretary shall keep the minutes and records of the council, prepare the agenda of regular and special meetings with the Chairperson, provide notice of meetings to council members, arrange proper and legal notice of hearings, attend to correspondence of the Council and such other duties as are normally carried out by a Secretary. The Council may employ a non-member Secretary or may elect one of its members to serve as Secretary. The County or Authority shall assign clerical and other staff services as required from among their personnel.

Section 7. The Sergeant of Arms will be responsible for recording attendance of voting members and, with the Secretary, report absences to the responsible party (as outlined in Article II, Section 1, A). In addition, the Sergeant of Arms will also be responsible for determining a quorum (as outlined in Article IV, Section 2) and the counting and recording of any closed ballot. The Council may elect a member or an alternate to serve as the Sergeant of Arms.

Section 8. Members of the Council shall serve without compensation, but may be paid expenses incurred in the performance of their duties of office with the approval of the Union County Board of Chosen Freeholders.

Section 9. Failure of any member, designee, or alternate of the Council to attend three (3) non-excused consecutive regular meetings may be cause for removal from his/her office at the discretion of a majority of the Council present.

Section 10. Any member may be removed for just cause, after a fair and impartial meeting, at the discretion of a majority of the Council present.

ARTICLE III

Election of Officers

Section 1. Nomination of officers shall be made from the floor at the annual organization meeting which shall be the first meeting in March of each year. The closed ballot elections shall follow immediately thereafter.

Section 2. A candidate receiving a majority vote of the membership of the Council present shall be declared elected and shall serve for one year or until his successor shall take office. Elected officers will hold their position for no more than three consecutive years. In the event a position can not be filled, the three consecutive rule may be waived.

Section 3. Vacancies in offices shall be filled immediately by regular election procedures.

ARTICLE IV

Meetings

Section 1. Meetings will be held on the forth Wednesday of the month in January, March, May, and September, at 8:00 P.M., at the Union County Superintendent of Schools Building, or at such other time and place within the County as the council may establish at the meeting immediately preceding.

Section 2. For the transaction of ordinary routine business at any regular, adjourned, or special meeting, a quorum of members must be present. A quorum number will be determined by 50% of the total number of the total eligible voting members. A voting member is defined as any identified member, as established in Article I, Section 2 who has not missed three consecutive meetings. The Sergeant of Arms will be responsible for notifying the responsible party (as outlined in Article II, Section 1, A) of any absence by their representative and warn the responsible party that their voting privileges may be suspended at a subsequent meeting. Once a quorum has been established, the number of votes necessary to transact business shall be a majority of the members present. Any transacted business voted and approved may not be enacted until after the next scheduled meeting.

Section 3. Additional meetings shall be called by the Chairperson at his own initiative or at the request of and by consent of two thirds of the council present. The notice of such other business may be considered except by unanimous consent of the Council.

Section 4. Conference to discuss special business may be called by the Chairperson or a committee Chairman at any time or place mutually agreeable to those attending. All meetings at which official action is taken shall be open to the general public but no participation by citizens will be in order without sanction of the council, except at public hearings. (See Article VIII)

August 2014

COMMISSION ON THE STATUS OF WOMEN

Purpose: to study the needs, capabilities and concerns of women in Union County

Members: Chair, Vice Chair, Secretary (1 yr term)

Treasurer

21 members residing in Union County

Term: 3 years except initial terms shall be 7 members serve from the date of their appointment until December 31, 1976; 7 members until December 31, 1977 and 7 members to December 31, 1978

Disciplines: n/a

Meetings: Monthly-Monday PM

Contact-Jane O'Hara

Terms run from Jan. 1 to Dec. 31st

Creating Resolution #530-1976

*Last Adopted
Amending by Laws
in 1999 (1999)*

UC TRANSPORTATION ADVISORY BOARD

Purpose: to provide for a balanced transportation system which most effectively meets the economic, social, energy and environmental needs of Union County and the surrounding region

Appointments: 21 Delegate members made by each Mayor of the Municipalities and Alternates optional – Reso to concur with towns' Reso.

Freeholders to appoint 6 At-large members to a one year term – Jan. 1st to Dec. 31st.

Officers: Chair, 1st Vice, 2nd Vice, Secretary

Term: / year – Jan. 1st to Dec. 31st.

Meetings: Every 2 months

Contact – Liza Betz *M. Rosa Santos*

Creating Reso: 112-1982

Board of Trustees appoints members to the Board of Governors- 23 members – meet 5x per year – none appointed by the FHS

Board of Trustees has 3 public, 2 citizens, etc... and 4 appointed members by the FHS – 4 year terms – July 1st to June 30th.

Ellen Dotto - UCC

**AMENDED AND
RESTATED BY-LAWS
OF
UNION COUNTY PERFORMING ARTS CENTER, INC.
aka UNION COUNTY PERFORMING ARTS CENTER**

Dated: February 04, 2014

These By Laws originally were approved on June 14, 2006 and Section 8.01 was revised and approved on March 13, 2012. These Amended and Restated By-Laws were approved by the UC PAC Board of Trustees at its meeting on February 04, 2014 as so stated in the minutes of that meeting.

**ARTICLE 1
OFFICES AND PURPOSE**

1.01 **Name.** The name of this organization shall be Union County Performing Arts Center, Inc., aka Union County Performing Arts Center, a New Jersey nonprofit corporation organized and existing pursuant to N.J.S.A. §§ 15A:1-1 et seq. (hereinafter referred to as the "Corporation").

1.02 **Offices.** The principal office of the Corporation shall be located at 1601 Irving Street, Rahway, New Jersey 07065 or at such other location as the Board of Trustees may designate.

1.03 **Purpose.** The Corporation is organized exclusively for charitable, scientific and educational purposes as a non-profit corporation exempt from Federal income taxation within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (said Internal Revenue Code, and the Treasury Regulations promulgated pursuant thereto, and any successor Federal Internal Revenue law or regulation hereinafter the "Code"); and its activities shall be conducted for the aforesaid purposes in such manner that no part of the net receipts from the operation of the Corporation will inure to the benefit of any member, Trustee, Officer, or other person connected with the Corporation, or any other private individual provided that the foregoing shall not prevent the payment to any such person of such reasonable compensation for services rendered to or for the Corporation in effecting any of its purposes. No substantial part of the activities of the Corporation shall be carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office except as authorized by the Code.

Notwithstanding any other provision of these By-laws, the Corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from Federal income tax under Section 501(c)(3) and 509(a) of the Code or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Code.

ARTICLE 2 OBJECTIVES AND MISSION

2.01 Objectives and Mission. In addition to and in accordance with the purposes of the Corporation, as set forth herein above, and in the Corporation's Amended and Restated Certificate of Incorporation, the Corporation shall have the below objectives and mission:

The Union County Performing Arts Center provides exciting live performances that are educational, affordable and responsive to the diverse interests of our communities. Enjoying a prime location in Union County, UC PAC is dedicated to making this landmark theatre your choice for the performing arts - for education, inspiration and entertainment. With 1,300 seats, the UC PAC is one of the largest theatres in Union County. In addition, UC PAC also includes the 199 seat Hamilton Stage venue at 360 Hamilton Street, Rahway which opened in September 2012 and provides the public with a state-of-the-art roster of concerts, plays, dances, readings, films, art openings, benefits, and classes.

UC PAC continues to commit itself to achieving excellence in the arts and humanities and supporting its community by:

- Actively participating in the development of the Cultural Arts District of Rahway, revitalizing the local community and enhancing the prestige of both the City of Rahway and the County of Union
- Providing a regional showcase through presentations which reflect the diversity of the community
- Encouraging cultural and educational opportunities for all ages
- Presenting established and emerging NJ performers and artists
- Preserving and enhancing the historic Rahway Theatre as an architectural and cultural landmark and maintaining its designation on the State and National Register of Historic Places
- Recruiting support of the arts, in general and for the area's artistic community and the UCPAC, in particular from businesses, individuals, governmental entities and other organizations.

ARTICLE 3 TRUSTEES

3.01 Powers and Duties. The conduct and management of the affairs of the Corporation, including control over all assets of the Corporation, shall be solely and exclusively vested in its governing body known as the Board of Trustees. All the corporate powers, except such as otherwise provided for in these Bylaws, the Amended and Restated Certificate of Incorporation of the Corporation, and in the laws of the State of New Jersey, shall be and are hereby vested in and shall be exercised by the Trustees serving as a Board of Trustees. Trustees shall have the right, individually and collectively, to counsel and advise the officers and fellow Trustees, and to accept service on committees and other groups within the Corporation to which they are appointed.

3.02 Number. The Board of Trustees of the Corporation shall consist of no more than thirty (30) persons and no less fewer than seven (7) persons.

3.03 Qualifications. To be considered for election to the Board of Trustees, the person shall have evidenced a desire to render a public service to the community served by the Corporation. Except as set forth herein, no individual or for-profit entity shall have the right or authority to elect or appoint any Trustee and no Trustee shall be elected or appointed by any individual or for-profit entity.

3.04 No Remuneration or Financial Gain. The Board of Trustees shall serve without remuneration, and no Trustee shall have an interest in the Corporation for financial gain.

3.05 Classes and Term. Membership of the Board of Trustees shall be divided into three (3) classes of as nearly an equal number as possible in each class. The terms of office of the three (3) classes shall expire at successive staggered intervals of three (3) years. At the second meeting of the calendar year, Trustees shall be elected to the class whose term expires at that time or in all events so as to maintain the number of Trustees required under these By-laws. The elections of Trustees shall be pursuant to the procedure specified in Paragraph 3.06.

3.06 Nominations and Election. Trustees shall be elected by a majority vote of all of Trustees at elections which shall be held at the annual meeting. A Trustee, upon the expiration of his term of office, may become eligible for re-election to the Board. Nominations of qualified individuals may be made by any Trustee provided that nominations shall remain open until the time of election.

3.07 Vacancies. Any vacancy on the Board of Trustees occurring during a year on account of death, resignation, incapacity, or any other reason may be filled for the unexpired portion of the term of the affected Trustee by election of the Board by the remaining Trustees even though the remaining Trustees may be less than a quorum of the Board.

3.08 County of Union Trustees. Of the Trustees serving the Corporation, in no case to exceed the number of persons set forth in Paragraph 3.02 herein, a sum total of three (3) Trustees shall serve by appointment by the County of Union, as follows:

- (1) the Union County Freeholder Chairperson,
- (2) the Union County Trust Fund Chairperson, and
- (3) the Union County Manager.

The above persons, or their successors or equivalents should said positions cease to exist in name, shall serve on the Board of Trustees of the Corporation starting the actual Closing Date of the Purchase and Sale Agreement between the Corporation and the County of Union, dated March 8, 2006, until termination or expiration of the Lease Agreement between the Corporation and the County of Union, dated March 8, 2006, including any extensions. Provided however, that with the consent of the Corporation (exclusive of the votes of the above three (3) County of Union Trustees), which consent shall not be unreasonably withheld, an appropriate designee may serve the Corporation in the stead of any one of the above three (3) Trustees for a period of no

less than one (1) year. No designee shall serve in the stead of more than one Trustee.

3.09 Advisory Members. The Board may elect Advisory Members to serve as members without the right to vote. Advisory Members shall participate in the activities of the Corporation and support the Foundation financially.

3.10 Emeriti Trustees – The Board may elect any Trustee who has retired from active board service to be an Emeritus Trustee without the right to vote.

3.11 Resignation and Removal. Any Trustee may resign at any time by giving written notice President of the Board of Trustees. Any such resignation shall take effect at the time specified herein, or, if the time when it shall become effective shall not be specified therein, then it shall take effect immediately upon its receipt by the President. Acceptance of such resignation by action of the Board of Trustees shall not be necessary to make it effective. Any Board member may be removed from office with or without cause by the affirmative vote of two-thirds (2/3rds) of the remaining Trustees present at a regular meeting or at a special meeting called for that purpose.

ARTICLE 4 MEETINGS OF THE BOARD OF TRUSTEES

4.01 The Board of Trustees shall hold at least five (5) meetings during each calendar year, or at more frequent intervals as the Board shall decide on the day and at such hour as may be designated by the Board of Trustees, at the Corporation's principal office in Rahway, New Jersey, or at such other place as may be designated by the Board of Trustees.

4.02 Notice of Meetings. The President or the Secretary will notify all Board members of the date, time, and location of all upcoming meetings in a timely manner and will send by e-mail an agenda and all materials at least one week prior to the meeting. If necessary, the President may designate the Executive Director to send out these materials.

4.03 Special Meetings. Special meetings of the Board of Trustees may be called at any time by the President or at the written request of three (3) Trustees, filed with the Secretary, or at the request of the Executive Committee. Such meetings shall be held upon not less than two (2) days' notice given personally or by telephone or e-mail. Notice of such meetings shall specify the time and place of the meeting and the general purpose(s) of the meeting. No business other than that specified in the notice shall be transacted at the Special Meeting.

4.04 Quorum. The presence in person, or by telephone pursuant to Paragraph 4.06 hereof, of not less than a majority of members of the Board of Trustees, at any regularly called meeting, shall constitute a quorum for the transaction of business, but a lesser number may adjourn the meeting to a date specified.

4.05 Meeting by Telephone. The Board of Trustees or any Committee of the Board may participate in a meeting of the Board or such committee by means of telephone conference call by which all persons participating are able to hear each other.

**UC VOCATIONAL-TECHNICAL SCHOOL BOARD OF
ESTIMATES**

TERM: 4 years – Nov. 1 to Oct. 31

3 FREEHOLDERS (ONE YEAR TERM)

2 REPUBLICANS

2 DEMOCRATS

*do not
have to be
elected
officials*

COUNTY SUPERINTENDANT – No appt. req.

***UNION COUNTY
YOUTH SERVICES COMMISSION
BY-LAWS
(Revised as of January 2, 2019)***

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ARTICLE I

NAME

The name of this organization shall be the Union County Youth Services Commission, hereinafter referred to as the Commission.

ARTICLE II

PURPOSE

The Commission, under the auspices of the County of Union, is composed of officials from State, County and local government, public and private agencies and consumer advocates. The Commission provides a mechanism to identify, plan and oversee the implementation of community-based sanctions and services for juveniles within Union County that are charged or adjudicated as delinquent and to establish delinquency prevention programs.

ARTICLE III

DUTIES

The Commission shall be charged with the following duties:

1. Prepare and submit the comprehensive triennial plan, out year updates, and annual funding applications, with respect to the totality of services and programs comprising the county's juvenile justice service system;
2. Make recommendations to coordinate and integrate existing sanctions and services for juveniles adjudicated or charged as delinquent and delinquency prevention programs;
3. Assess and prioritize the needs of youth adjudicated or charged delinquent;
4. Assess existing delinquency prevention programs to determine whether such programs meet the needs of youth, are effective in meeting program goals and in ensuring financial accountability;
5. Determine, through the collection and maintenance of data, the nature and scope of juvenile delinquency and related problems in the county and identify the geographical regions within the county where such offenses and problems are most prevalent;
6. Propose a system of sanctions and services for youth adjudicated or charged as delinquent, that includes identifying geographical regions within the county where existing programs do not satisfy the needs of such youth, and developing proposals for closing gaps in the delivery of such sanctions and services;
7. Review, evaluate, and monitor through at least one site visit annually, existing sanctions and

services under the jurisdiction, control, or proposed by the county youth services commission, for juveniles adjudicated or charged delinquent and existing delinquency prevention programs to determine effectiveness in meeting program goals and in ensuring financial accountability;

8. Recommend to the county governing body, the approval or disapproval of contracts with providers seeking to participate in the Partnership/Family Court Program;
9. Cooperate with other State, county, and municipal agencies and other entities in the planning of ongoing efforts relating to the county's juvenile justice service system;
10. Inform the public of the scope of juvenile offenses, the needs of youth in the county and the availability of sanctions and services, and advocate for the needs of youth;
11. Serve as an advisory body of the county on issues relating to sanctions and services for juveniles adjudicated or charged as delinquent and delinquency prevention programs;
12. Coordinate the efforts of municipal and regional youth services commissions and ensure their participation in the county planning process;
13. Appoint liaisons to participate in planning and related activities with appropriate county bodies, such as the Human Services Advisory Council, the Mental Health Board, the local council on Alcohol and Drug Abuse, and the Children's Interagency Coordinating Council (CIACC), as invited, to maximize efficient and effective use of Partnership funds;
14. Determine whether a need exists, and if so, sponsor the establishment of multi-disciplinary teams (MDT's) to plan specific sanctions and services to individual youth:
 - i. As an alternative to detention for a juvenile charged as delinquent;
 - ii. As a recommendation for a disposition option for a judge of the Family Court upon an adjudication of delinquency; and
 - iii. As a component of aftercare following the commitment of a juvenile to the Juvenile Justice Commission by a judge of the Family Court;
15. Coordinate the planning of aftercare sanctions and services for juveniles returning to the community following commitment to or placement with the Juvenile Justice Commission by a judge of the Family Court;
16. Use the Commission's web-based Juvenile Automated Management System (JAMS) for purposes of periodic reporting to the Commission of programmatic, contract and contractor, fiscal, monitoring, and all other information material to juveniles served by the Partnership/Family Court Program and any other programs administered by the Commission;
17. Subject to review by the Executive Director or designee, prepare and submit written monitoring reports and evaluations:
 - i. Monitoring the operations of programs receiving Partnership/Family Court Program funds and/or other funds administered by the Juvenile Justice Commission for compliance with program requirements; and

ii. Evaluating the impact of those programs on targeted beneficiaries; and

18. Encourage the involvement of youth and families in the planning of services and sanctions and program development.

ARTICLE IV

MEMBERSHIP

Section 1. Number and Composition

- a. The Commission shall consist of no less than twenty (20) voting members. The Commission's voting members, except for the Presiding Judge of the Family Part of the Superior Court, may appoint designees to sit on the Commission in their absence, provided that no more than one designee for any Commission Member may be appointed and further provided that the designee is qualified by knowledge and/or experience to perform the duties of a member of the Commission. The names of the designees should be submitted to the Union County Youth Services Commission chairperson or Administrator annually or when staff changes are made.
- b. Voting membership shall consist of the following members:
 1. Superior Court – Family Part Presiding Judge or Family Part Judge who hears delinquency matters in the County as his or her designee;
 2. Superior Court – Family Part Division Manager or the Assistant Family Part Division Manager;
 3. Chief Probation Officer;
 4. County Freeholder;
 5. County Prosecutor;
 6. Regional Public Defender;
 7. Division of Child Protection and Permanency, District Office Manager;
 8. County Mental Health Administrator;
 9. County Superintendent of Schools;
 10. County Superintendent of Vocational Schools;
 11. Director of Department of Human Services or Director of County Youth Services;
 12. Director of the County Youth Shelter;
 13. Director of the County Juvenile Detention Center;
 14. Director of Family Crisis Intervention Unit;
 15. President of County's Juvenile Officers Association;
 16. Director of County Alcoholism and Drug Abuse;
 17. Work Investment Board Representative;
 18. County Business Community Representative;
 19. Clergy;
 20. Mental health, family counseling, child advocacy, domestic violence, and/or victims' rights representative; and
 21. County Sheriff

- c. In addition, there will be two (2) undesignated voting member or their designee slots for a term of two (2) years:
- Human Services Advisory Council Representative
 - Community-Based Organization Representative
- d. In addition, the voting membership of the Commission shall include, at least two (2), but no more than 11 individuals, which include the undesignated slots, from the following groups who have demonstrated knowledge relevant to the County's population involved in, or at risk of involvement in, the juvenile justice system; the education sector; mental health, family counseling, child advocacy, domestic violence, and/or victims' rights groups; parents or parent organizations; clergy; family law practitioners, as identified by the county bar association; the minority concerns vicinage advisory committee of the Administrative Office of the Courts; civic organizations; representatives of major urban areas within the county; community youth; municipal youth services commissions; and other interested persons who deal with children.
- e. A Juvenile Justice Commission Court Liaison shall be a non-voting ex-officio member and one representative of the following State agencies may sit on the Commission as non-voting ex-officio members: the Department of Human Services; the Department of Labor and Workforce Development; the Department of Education; the Department of Health; the Department of Community Affairs; and the Department of Children and Families.
- f. Youth service provider representatives and non-voting ex-officio members shall be asked, from time-to-time, to assist the Commission by providing their specialized knowledge specific to juvenile justice issues. Said individuals shall have no voting privileges.

Section 2. Selection

- a. Non-voting ex-officio membership shall be reviewed upon a written request and shall be approved by a Commission quorum and with the final approval of the Union County Board of Chosen Freeholders.

Section 3. Responsibilities

- a. A designee shall have the right to vote if representing a voting member.
- b. Commission voting members shall refrain from voting when matters being voted upon present a conflict of interest, including, but not limited to, participation in evaluating contracts which provide program services to clients with which the Commission voting member is affiliated; membership application; voting on renewal of funding for an agency with which the Commission voting member is affiliated; serving on task forces that recommend approval of funding requests if the voting member has submitted a proposal.
- c. Commission voting members shall serve on Sub-Committees as needed.

Section 4. Terms

- a. The term for the two (2) undesignated slots shall be two (2) years. Should a person in an undesignated slot resign, the Commission shall recommend a successor to the Union County Board of Chosen Freeholders which shall approve.
- b. Should a voting member leave his/her position, their successor shall automatically be appointed by the Commission. The Union County Youth Services Commission Administrator shall within sixty (60) days notify the Union County Youth Services Commission of such a vacancy.

Section 5. Attendance

Any member of the Commission or his/her designee who does not attend three (3) consecutive Commission meetings or a total of four (4) Union County Youth Services Commission Executive Planning Committee meetings during a calendar year shall be subject to removal by the Commission, unless such member has advised the Commission of extenuating circumstances causing their absence.

ARTICLE V

OFFICERS

Section 1.

The Commission shall have a Chairperson and a Co-Chairperson, each of whom shall be a voting member of the Commission selected by a quorum of the Commission.

The Commission Chairperson shall preside over the Commission meetings and may serve on the Union County Youth Services Commission Executive Planning Committee.

Section 2.

In the absence of the Chairperson, the Co-Chairperson shall perform the duties of the Chairperson.

ARTICLE VI

STAFF

Section 1.

The day-to-day business of the Commission shall be the responsibility of an Administrator. The Administrator shall maintain membership in, and shall regularly attend meetings of, the New Jersey Association of County Youth Services Commission Administrators.

The Union County Youth Services Commission Administrator shall serve as a non-voting ex-officio member.

The duties of the Commission's Administrator shall be directed by the Director of the Division of Youth Services and the Commission's Chairperson, adhering to the guidelines of the Juvenile Justice Commission and the Union County Department of Human Services.

Section 2.

The County of Union shall designate such additional staff and organizational resources necessary or appropriate to administer the duties and responsibilities of the Commission.

ARTICLE VII

MEETINGS

Section 1.

The Commission shall meet a minimum of six (6) times per year. Written notice of each meeting shall be given to all Commission members at least ten (10) days before the meeting. All Commission meetings are open to the public.

No meeting shall be held unless presided over either by the Chairperson or by a Co-Chairperson of the Commission.

Section 2.

Special meetings may be called by the Commission Chairperson, the Union County Youth Services Commission Administrator and/or by a written request to the Chairperson by three (3) Commission members. The purpose of such special meeting shall be stated with the request and no other business shall be conducted. All Commission members shall be notified to the time, place and purpose of the special meeting.

Section 3.

A quorum for all Commission meetings shall consist of one-third (1/3) of the voting membership. If a quorum is not present, a majority of the Commission voting members may vote to reschedule the meeting within four (4) weeks. All Commission voting members of the Commission are entitled to vote except on matters where a conflict of interest may exist. All officially recognized designee(s), having prior approval granted by the Chairperson or designee in his/her absence, have all rights and privileges afforded to the Commission members they represent during the meetings.

Section 4.