

BY-LAWS  
OF  
WELLS COUNTY LOCAL JUSTICE REINVESTMENT ADVISORY COUNCIL

Proposed 6/14/22

Adopted 9/14/22

**ARTICLE I-PURPOSE AND RESPONSIBILITIES**

**Section 1-Purpose**

Per I.C. 33-38-9.5-5, the purpose of Wells County Local Justice Reinvestment Advisory Council [Wells County JRAC] is to promote:

- (1) the use of evidence based practices;
- (2) the best practices of community based alternatives and recidivism reduction programs, including:
  - (A) Probation Services;
  - (B) Mental Health and Addiction Treatment and Recovery Services;
  - (C) Community Corrections;
  - (D) Evidence Based Recidivism Reduction Programs for currently incarcerated persons;
  - (E) Other Rehabilitation Alternatives; and
  - (F) The Incorporation of Evidence Based Decision Making into Decisions Concerning Jail Overcrowding
  - (G) JDAI and Youth Services

**Section 2-Responsibilities**

Per I.C. 33-38-9.5-6, the Wells County JRAC shall:

- (1) Review, Evaluate and make recommendations for local:
  - (A) Criminal Justice Systems and Corrections Programs;
  - (B) Pretrial Services
  - (C) Behavioral Health Treatment and Recovery Services
  - (D) Community Corrections; and
  - (E) County Jail and Probation Services
- (2) Promote State and Local Collaboration between the State JRAC and the Wells County JRAC;
- (3) Review and Evaluate Local Jail Overcrowding and Recommend a Range of Possible Overcrowding Solutions;
- (4) Compile Reports Regarding Local Criminal Justice Sentencing as directed by the State JRAC

- (5) Establish Committees to Inform the Work of Wells County JRAC
- (6) Communicate with the State JRAC in Order to Establish and Implement Best Practices and to Ensure Consistent Collection and Reporting of Data as Requested by State JRAC
- (7) Prepare and Submit and Annual Report to the State JRAC not later than March 31 of each year

## **ARTICLE II-MEMBERSHIP, OFFICERS AND DUTIES**

### **Section 1-Membership**

Per 33-38-9.5-4(a), the Wells County JRAC consists of at least the following members:

- (1) A Public Defender who practices public defense within Wells County appointed by the Circuit Court Judge;
- (2) The Elected Prosecuting Attorney or the Elected Prosecuting Attorney's Designee;
- (3) The Director of a Local Community Health Center or the Director's Designee;
- (4) The County Sheriff or the County Sheriff's Designee;
- (5) The Director of the Community Corrections Program or the Director's Designee;
- (6) The Chief Probation Officer or the Chief Probation Officer's Designee;
- (7) The President of the County Executive or the President's Designee;
- (8) The President of the County Fiscal Body or the President's Designee;
- (9) Circuit or Superior Court Judges Exercising Criminal Jurisdiction in the County;
- (10) The Chief of the Bluffton Police Department;
- (11) The Chief of the Ossian Police Department; and
- (12) Supplementary members of the Wells County JRAC may be added when:
  - (A) An individual is nominated by a statutory member of a Wells County JRAC; and
  - (B) A quorum has been obtained as defined in Article 3, Section 6 of the Bylaws; and
  - (B) A vote of the Wells County Local JRAC Board receives majority approval

### **Section 2-Chair and Co-Chair**

Per I.C. 33-38-9.5-4(b) Members of the Wells County JRAC shall annually elect one (1) member as chair and one (1) member as vice chair. Election for Chair and Vice Chair shall occur at the first meeting of each calendar year. Chair and Co-Chair may be reappointed.

### **Section 3-Duties of the Chair**

The Chair presides at all meetings of the Wells County JRAC. Each year the Chair shall appoint an Advisory Council secretary. The secretary does not have to be a member of the Board. The Chair has such other powers and duties as this Code of Bylaws or Indiana law may prescribe.

#### **Section 4-Duties of the Vice Chair**

The Vice Chair shall have all powers and duties of the Chair and shall perform them in the Chair's absence. The Vice Chair shall perform such additional duties as are delegated to him/her by the Chair, and shall have such other powers and duties as this Code of By-Laws or Indiana law may prescribe.

#### **Section 5-Duties of the Secretary**

A Secretary will be appointed annually and does not have to be a member of the board. The Secretary is responsible for keeping full minutes of all the Wells County JRAC meetings, including a record of attendance, virtual or otherwise. The Secretary sees that notices are sent for all regular and special meetings of the Wells County JRAC and conducts other correspondence of the Wells County JRAC as directed by the Chair.

#### **Section 6-Vacancies**

Vacancies occurring before the expiration of the term of office (one year) shall be filled in the same manner as original appointments for the unexpired term at any regularly scheduled meeting.

### **ARTICLE III-MEETINGS**

#### **Section 1-Meetings**

Per I.C. 33-38-9.5-4(c) The Wells County JRAC shall meet at least once per quarter of each calendar year. The Wells County JRAC Chair shall set the date of each meeting. In accordance with I.C. 5-14-1.5-3, meetings must be open at all times for the purpose of permitting members of the public to observe and record

#### **Section 2-Special Meetings**

Special meetings of the Wells County JRAC may be called upon the request of the Chair or Vice Chair. A minimum of forty-eight (48) hours' notice is required for the meeting.

#### **Section 3-Notice of Meetings**

Written notice stating the date, time and location of the meeting shall be delivered by email by the Chair or the Chair's designee, to each member of record at such email address as appears upon records of the Wells County JRAC. As all meetings of the Wells County JRAC are open to the public, notice of said meetings and agenda shall be provided in accordance with I.C. 5-14-1.5-5.

#### **Section 4-Agenda**

The agenda shall include minutes of the previous Wells County JRAC meeting. It shall also include reports and information needed for Council action upon old and new business.

#### **Section 5-Voting Rights**

Each member of the Board shall have one (1) vote. Members must be physically present at the scheduled meeting site to vote. In accordance with I.C. 5-14-1.5-3.5, members of the Wells County JRAC may participate in the meeting electronically, but do not count toward quorum and may not participate in the vote on any issue.

#### **Section 6-Quorum**

For purposes of transacting business to constitute a quorum, a majority of members must be physically present to conduct business. A majority vote is required for the board to take action. Vacancies or absences do not impair the right of a quorum.

#### **Section 7-Attendance**

Meetings of the Local Advisory Council are attended by members of the Wells County JRAC Board. The Board may invite other persons to attend a regular or special meeting of the Board. All Wells County JRAC meetings are open and public unless otherwise specified in the notice of meetings defined in Section 3, Notice of Meetings.

### **ARTICLE IV – EX-OFFICIO MEMBERS**

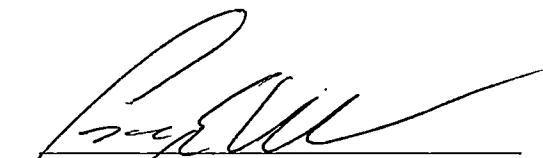
#### **Section 1-Ex-Officio Members**

Upon action of the Wells County JRAC, persons may be elected as Ex-Officio members of the Council. Ex-Officio members may not vote, but they may participate in discussions, research and other functions of the Council.

### **ARTICLE VI-AMENDMENTS**

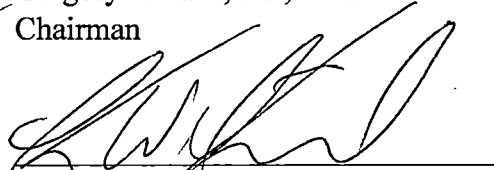
#### **Section 1-Procedure**

These bylaws may be amended by a majority vote of the Local Advisory Council present at any regular meeting, provided that there is a quorum present, and further provided that written notice of the amendment(s) was (were) given at the previous meeting of the Local Advisory Council, and also provided that such amendment(s) is (are) not contrary to Indiana law.



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Gregory Werich, BA, MPA  
Chairman



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Honorable Kenton W. Kiracofe  
Secretary