

**BY-LAWS
OF
THE CURRY COUNTY DWI TASK FORCE**

ARTICLE I – PURPOSE

1. The Curry County DWI Task Force, hereinafter referred to as the Task Force, shall act as an advisory board to the Curry County Commission, hereinafter referred to as the Commission, in matters relating to DWI for the purposes of securing funding from the State of New Mexico and other sources.
2. The Task Force shall serve as the advisory board for the Curry County DWI Program staff.
3. The Task Force shall provide recommendations on components that should be funded, current projects, future projects, and prioritization of Capital Outlay from DWI funds.
4. The DWI Coordinator for the Curry County DWI Program shall serve as the liaison between the Task Force and any other group or agency, including the Commission, the State of New Mexico, any contractors, or other external agencies.
5. Curry County shall serve as the fiscal agent for any funding procured by the Curry County DWI Program, and shall administer any contracts awarded to or by the Curry County DWI Program.

ARTICLE II – SERVICE AREA

The Task Force shall be representative of and provide services to the whole of Curry County, including all municipalities and unincorporated areas who are willing to participate in services provided under the Curry County DWI Program.

ARTICLE III – MEMBERSHIP

1. The Commission must set terms and appoint members to the Task Force as mandated by the State of New Mexico. The Task Force shall submit members to be appointed to the Task Force by no later than December 31, of each calendar year. The Commission will make appointments on the recommendation from the Task Force annually in January or February.
2. Membership may consist of county officials, law enforcement officers, DWI program and service providers, alcohol counselors and therapists, health representatives, court representatives, school administrators, media, emergency medical services, Commissioners, local political leaders, youth representatives, representative of the fiscal agent, and concerned citizens.
3. The DWI Coordinator, any DWI program staff, and any contractors receiving program funds shall not be voting members or officers of the Task Force.
4. The Task Force shall elect a chair and vice chair from among its membership annually in January or February.
5. Members of the Task Force may designate an alternate representative to act on the behalf of such a member. The alternate must meet the same requirement of membership as listed above in paragraph 1. Such representatives must be designated in writing, and such designation will be entered into the minutes of any meetings attended by the designated representative.
6. Any member of the Task Force who has a pecuniary interest, either direct or indirect with any action contemplated by the Task Force, must disclose the same. No member of the Task Force may take part in any deliberation, testimony, or vote on any matter in which such a member has a pecuniary interest, either direct or indirect.
7. At any time the DWI Coordinator or Task Force Chair may designate a sub-committee to consider special matters as determined by the full committee. Each sub-committee will elect its own chair and who will report back to the Task Force.
8. Contractors should participate in all meetings.
9. The DWI Coordinator will serve as official secretary and record all minutes, keep documents pertaining to the business of the Task Force, report budget information and handle all correspondence.

ARTICLE IV – MEETINGS

1. The Task Force shall hold meetings at least each Quarter, and more often as determined by the Task Force or as requested by the DWI Coordinator or the Task Force Chair.
2. All Task Force meetings shall be governed by the Open Meetings Act (Sections 10-15-1 through 10-15-4, NMSA, 1978).
3. The Task Force will approve annually an open meeting act resolution.
4. All meetings of the Task Force shall be publicly posted and published in accordance with relevant requirements for meetings held by Curry County agencies, and the agenda will be published and finalized 72 hours before the meeting.
5. At any Task Force meeting, 30% of the members shall constitute a quorum. The meeting shall not be called to order unless a quorum is present, but once a quorum is established, departure of any member or members shall not cause the quorum to be invalidated.
6. All issues put before the Task Force shall be decided by simple majority of the voting members present.
7. New by-laws may be adopted, or these by-laws amended, by a majority vote of the Task Force present at a dully called meeting and approved by the Commission. Members must be notified of proposed new by-laws or amendments by receiving a copy therefore at least one week preceding the meeting at which the vote is to be taken.

Approved this 28 day of January, 2020 by the Curry County DWI Task Force.



Lonnie Leslie, DWI Task Force Chairman

Jan. 28, 2020

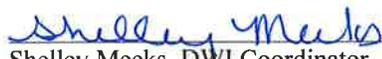
Date



Richard Jones, DWI Task Force Vice-Chairman

30 JAN 2020

Date

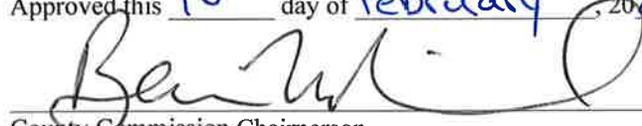


Shelley Meeks, DWI Coordinator

1-28-2020

Date

Approved this 18th day of February, 2020 by the Curry County Commission.



County Commission Chairperson

2-18-2020

Date