BYLAWS OF THE
LAKE COUNTY JUVENILE JUSTICE COUNCIL

The purpose of these bylaws is to establish the Lake County Juvenile Justice Council (Council), its governing Board of Directors (Board), its Youth Advisory Board (YAB) and committees, and the rules under which all shall operate.

Article I - Authority

The Council was established pursuant to 705 ILCS 405/6-12 (the Act). The Lake County State's Attorney assumes responsibility for formation and coordination of the Council.

Article II - Purpose

1. In accordance with the Act, the purpose of the Council shall be as follows:

    a) To provide a forum for the development of a community-based, interagency assessment of the local juvenile justice system;

    b) To develop a county juvenile justice plan for the prevention of juvenile delinquency. The county juvenile justice plan shall include relevant portions of local crime prevention and public safety plans, school improvement and school safety plans, Redeploy Illinois plans, and the plans or initiatives of other public and private entities within the county that are concerned with dropout prevention, school safety, and the prevention of juvenile crime and criminal activity by youth gangs;

    c) To make recommendations to the County Board for more effectively utilizing existing community resources in dealing with juveniles who are found to be involved in crime, who are truant or have been suspended or expelled from school

2. In addition to the statutory purposes listed in Section 1, the Council shall:

    a) Make recommendations to the County Board about improvements to the juvenile justice system of Lake County

    b) To promote and effectuate cooperation and coordination between the court, agencies and departments involved in the juvenile justice system.

Article III - Duties and Responsibilities

1. In accordance with the Act, the duties and responsibilities of the Council include, but are not limited to:

    a) Developing a county juvenile justice plan based upon utilization of the resources of law enforcement, school systems, park programs, sports entities, Redeploy Illinois programs, and others in a cooperative and collaborative manner to prevent or discourage juvenile crime.

    b) Entering into a written county interagency agreement specifying the nature and extent of contributions each signatory agency will make in achieving the goals of the juvenile justice plan and their commitment to the sharing of information useful in carrying out the goals of the interagency agreement to the extent authorized by law.

    c) Applying for and receiving public or private grants, to be administered by one of the community partners, that support one or more components of the juvenile justice plan.

    d) Assisting and directing the efforts of local community support organizations and volunteer groups in providing enrichment programs and other support services for clients of local juvenile detention centers.

    e) Developing and making available a county-wide or multi-county resource guide for minors in need of prevention, intervention, psycho-social, educational support, and other services needed to prevent juvenile delinquency.

    f) Facilitating community based collaboration and perspective on oversight, research, and evaluation of activities, programs, and policies directed towards and impacting the lives of juveniles.

    g) Planning for and supporting applications for Redeploy Illinois, and development of funding for screening, assessment, and risk-appropriate, evidence-informed services to reduce commitments to the Department of Juvenile Justice.

    h) Planning for and supporting the development of funding for screening, assessment, and risk-appropriate, evidence-informed services to youth reentering the community from detention in a county detention center or commitment from the Department of Juvenile Justice.

Article IV – Youth Advisory Board

Establishment. The Youth Advisory Board (YAB) is established as an advisory body to the Council. The YAB is not a voting body of the Council and YAB members are not members of the Council by virtue of their service on the YAB.

Purpose. The purpose of the YAB is to provide a meaningful and structured opportunity for youth to inform, advise, and contribute to the work of the Council. The YAB shall provide youth perspectives regarding policies, programs, services, resources, and other issues affecting youth and the juvenile justice system in Lake County.

Advisory and Advocacy Functions. The YAB may advise the Council on issues identified by the Council, the YAB, or youth in the community. The YAB may also engage in youth-led advocacy, education, outreach, and leadership activities consistent with the mission and responsibilities of the Council. Nothing in these bylaws authorizes the YAB to act on behalf of, bind, or speak officially for the Council unless expressly authorized by the Council.

Evaluation and Accountability. The Coordinator shall **provide a quarterly update** to the Council regarding YAB participation, activities, recommendations, and accomplishments. The Council should consider the extent to which youth recommendations are incorporated into Council planning, policies, programs and initiatives.

Article V – Membership, Appointments, Resignation and Termination

1. **Board of Directors.** The voting members of the Council's Board of Directors (Board) will include, at a minimum:

    a) The Lake County State's Attorney;

    b) The Lake County Sheriff;

    c) The Director of the 19th Judicial Circuit Court Division of Juvenile Probation and Detention Services;

    d) The Lake County Public Defender;

    e) The Lake County Board Chair;

    f) The Lake County Superintendent of Schools; and

    g) The supervising judge presiding in the 19th Judicial Circuit Juvenile Court.

2. Membership of the Board may be expanded to include representatives of other agencies or organizations pivotal to Lake County juvenile justice.

3. Board membership will not exceed 21 members.

4. Any member of the Board may, with the approval of the Board chair, appoint a designee to represent the member at all Board and Council meetings.

5. If a representative member of the Board leaves his or her office, the successor to that person shall assume membership in the Board

6. Each participating member agency or organization shall have one vote.

7. **Juvenile Justice Council.** The Council shall be made up of all Board members, representatives of law enforcement, juvenile justice agencies, schools, businesses, community organizations, community youth service providers, faith-based organizations, local boards of education, family violence coordinating councils, domestic violence agencies, children advocacy centers, and serious and habitual offender comprehensive action program, the Department of Human Services, Chamber of Commerce, directors of court services, local justice involved youth, and members of the public.

    a. Membership on the Council is voluntary and does not expire. Individuals wishing to serve on the Council shall contact the Coordinator, who will present membership to the Board Chairperson for approval.

    b. Membership on the Council is not limited.

8. **Youth Advisory Board.**

    a. The YAB shall be made up of at least eight members, but no more than 15 members, who represent a range of experiences, backgrounds, interests, and perspectives, including youth who have direct or indirect experiences with the juvenile justice system. Recruitment should also prioritize geographic and community representation throughout Lake County.

    b. During the initial phase of implementation, YAB membership will be limited to high-school-aged youth, approximately 14 through 18. The Council recognizes the importance of incorporating the perspective of older youth and young adults and may establish a separate component or branch of the YAB, or otherwise expand the YAB structure, to incorporate youth adult perspectives in the future.

c. Individuals wishing to serve on the YAB shall complete the established application process. Applications shall be submitted to the Coordinator, who will present membership to the Board Chairperson for approval.

d. Membership terms on the YAB are for two years, with the opportunity to be reappointed.

e. The YAB shall provide regular updates and recommendations to the Council. The YAB may be asked to participate in Council or Board meetings, workgroups, trainings, seminars, or other activities when appropriate. Participation on a Council committee does not make a YAB member a voting member of the Council or Board.

9. **Committees.** The Board Chairperson or a majority of the Board may create issue-specific committees as deemed necessary to accomplish the purpose and the needs of the Council.

   a. Membership of the committees shall consist of members of the Council and other people who have a desire to accomplish those purposes and goals.

   b. A report of progress and other relevant updates will be presented at monthly Council meetings no less than twice a year.

   c. Termination of committees is at the discretion of the Board Chairperson or a majority of the Board.

10. Members of the Board, Council, YAB and Committees are expected to participate regularly, contribute constructively, and comply with applicable confidentiality, conduct, and meeting requirements.

11. By a two-thirds vote of the Board any non-statutory member of the Board, Council, YAB or any Committee found to have acted in a manner detrimental to purposes of the Council may be removed from membership on the Board, Council, YAB or Committee. Before any such action, the member shall be notified of the allegations and shall have a right to appear before the Board answer those allegations.

Article VI – Meetings and Agendas

1. **Frequency.**

   a. The Council will meet monthly in accordance with the Act.

b. The Board will meet separately on a quarterly basis.

c. The YAB shall meet regularly at a frequency determined by the YAB in consultation with the Coordinator, with consideration given to the needs, schedules, and availability of YAB members.

d. Committees will meet at a frequency determined by the Committee Chairperson.

2. The date, time, and place of the meetings shall be determined by the respective Chairperson(s).

3. Robert's Rules of Order shall govern all meetings in all cases to which they are applicable and not inconsistent with the bylaws or the Act.

4. An agenda will be prepared by the coordinator, in consultation with the Board, Council, YAB, or Committee chairperson. Discussions and actions of the Board, Council, YAB, or Committee will not be limited to agenda items. Discussions and actions may include any business consistent with the duties and responsibilities of the Board, Council, YAB, Committee.

Article VII -Voting

1. **Board.** The Board retains final authority over all actions of Lake County's Juvenile Justice Council.

b. A quorum for any meeting must consist of a majority of voting members of the Board. No formal action may be taken by the Board without approval of a majority of a quorum.

c. Votes may be cast in person or via video conferencing during the meeting. Votes may be taken upon a specific matter using electronic mail. The outcome of such votes will be reported at the next scheduled meeting and attached to the minutes

2. **Council.** The Council serves as a recommending body to the Board. A quorum is not required at Council meetings. Recommendations shall be made by a majority of members present.

3. **Youth Advisory Board.** The YAB serves as an advisory body to the Council. A quorum is not required at YAB meetings. Recommendations shall be made by a majority of members present.

4. **Committees.** Committees serve as subject-specific recommending bodies to the Council. Quorum and voting requirements will be determined by the Committee Chairpersons.

5. **Conflicts of Interest.** If an office represented on the Board, Council, YAB or Committee is applying for funding through the Council and/or involved in other activities that would suggest a conflict of interest in voting, that representative shall withhold their vote.

6. All meeting agendas and minutes will be published to the Council website.

Article VIII - Election of Officers, Responsibilities

1. The Board shall elect a Board Chairperson and Vice Chairperson from the voting members of the Board to preside at all Board meetings.

    b. The Board Chairperson will appoint members to the Council as is deemed necessary to accomplish the purposes of the Council.

    c. The Vice-Chairperson shall serve as an assistant to the Chairperson and in the absence, or the inability of the Chairperson, shall perform the duties of that office.

2. The Council shall elect a Council Chairperson and Vice Chairperson from the members of the Council to preside at all Council meetings.

3. The YAB shall elect a Chairperson and Vice Chairperson from the members of the YAB to preside at all YAB meetings.

4. Committees shall be presided over by a Chairperson selected from the Council membership to be named by the Board Chairperson with the approval of the Board.

5. The terms of all elected officers shall be for one membership term from the date of their election as officers, at which time a new election will be held. No individual person shall serve more than three consecutive terms holding the same elected office.

6. If an officer of the Board, Council, YAB, or Committee resigns or is terminated from their position, an interim election shall be held to fill the position vacated by that officer.

Article IX - Compensation

1. All members of the Board, Council and Committees will serve without compensation.

2. The Board may approve compensation, as needed, for all other professional services required by the Council.

3. The Board may authorize stipends or other appropriate support for YAB members when permitted by law, grant requirements, and available funding.

Article VII - Duties of the Juvenile Justice Council Coordinator (Coordinator)

The primary responsibilities of the Coordinator shall include, but are not limited to:

a. Maintaining and publishing the rosters of Board, Council, YAB and Committee members, including recruitment, orientation, and communication.

b. Scheduling and coordination of all Board, Council, YAB and Committee meetings consistent with these bylaws, including communication and documentation.

c. Providing regular oversight of the YAB, including youth engagement and leadership development.

d. Providing periodic reports detailing Board, Council, YAB and Committee collaboration and efforts.

e. Collaboration with the community initiatives in an effort to prevent duplication of efforts, improving utilization of existing community resources, and enhancing interagency partnerships to further prevent juvenile delinquency. The coordinator shall serve as the Council representative at such initiatives and is responsible for providing education about the Council's purpose and efforts.

f. Applying for and reporting on relevant grants issued through the State of Illinois or other entities in consultation with the Board.

g. Maintaining and updating the juvenile justice plan according to the current efforts of the Council.

Article XII - Adoption and Amendments of the Bylaws

1. Amendments to the bylaws shall be made by consent of at least three quarters of the members of the voting Board.

2. The membership, purpose, responsibilities and duties of the Council, as set forth in these bylaws, are intended to conform to the Act and shall be amended to incorporate any future amendments to the Act.

3. Amendments affecting the purpose, structure, or authority of the YAB should be presented to the YAB, when practicable, for youth input before final consideration by the Board.

Article IX - Effective Date

The bylaws were approved at a meeting of the Board on **November 4, 2026**.