



## MEMBERSHIP GUIDANCE

The Family & Children First Council serves as a catalyst for public and private partners to achieve the vision of improved child well being for families and children in Butler County. The Administrative Council (FCFC members) meets five times per year. In addition, FCFC has many committees which meet regularly in order to accomplish their goals.

ORC 121.27 identifies mandated members of FCFC as well as provides the opportunity for other non-profit agencies, groups, school districts and governmental agencies to become members. Due to the support of state and local funds, there is no cost for membership.

This document outlines the benefits of membership, eligibility, the application process and responsibilities of members. If you need additional information, please feel free to contact Heather Wells at 513-887-5534 or [wellsh@bcsc.org](mailto:wellsh@bcsc.org).

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### WHAT ARE THE BENEFITS OF MEMBERSHIP?

- Inclusion in the member directory
- Opportunity to provide leadership to the Council
- Clients/consumer of member agency may serve as a Family Representative on Council
- Members may vote on Council resolutions and actions
- Opportunity to contribute to the “greater good” of Butler County through a forum for creative partnerships and collaboration
- Opportunity to network and build relationships with community partners
- Access to information and resources

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### WHAT ARE THE RESPONSIBILITIES OF MEMBERS?

- **Attend** - Make every effort to attend Administrative Council meetings and other FCFC events
- **Participate** - Be an active participant in Council discussions; become familiar with Council initiatives and mandates; encourage agency representation on Council committees
- **Collaborate** - Propose and engage in opportunities for collaboration with other members in order to improve access to services for Butler County families
- **Communicate** - Share information with other Council members; share what you learn from Council participation with your staff and consumers; promote the mission and vision of Council to others

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### CONFLICT OF INTEREST:

Members of Council and members of its committees shall be prohibited from using their position on Council or their relationship to Council for personal or financial gain. Members shall avoid situations where their personal

affiliations or relationships could have, or give the appearance of having, influence on their judgment on matters being considered. When such situations occur, members and organizations shall disclose their relationship and recuse themselves from voting.

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#### WHO MAY BECOME A VOTING MEMBER?

- Any local public or private organization that funds, advocates, or provides services to children and families of Butler County
- Individuals who have been served by a member agency may apply to participate as a “Family Representative.”

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#### HOW DOES AN INDIVIDUAL BECOME A MEMBER?

To apply for membership, individuals must meet the following criteria:

- Have themselves or a family member received services from a member agency
- Attend two consecutive FCFC Administrative Council meetings as a non-member

Once these criteria have been met, the individual must submit a written request for membership to the Council Director. The request must include:

- an assurance that they or a family member have received services from a member organization
- an stated agreement to attend Administrative Council meetings on a regular basis
- a stated commitment to improve the well being of Butler County families and children through collaboration with FCFC member organizations

All requests for membership will be presented by the Executive Director to the appropriate FCFC committee for approval.

Family Representatives may receive a stipend for meeting attendance, based on availability of funds.

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#### HOW DOES AN ORGANIZATION OR GROUP BECOME A MEMBER?

To apply for membership, candidate organizations must meet the following criteria:

- Provide, fund or advocate for services to residents of Butler County
- Attend two consecutive FCFC Administrative Council meetings as a non-member

Once these criteria have been met, the CEO, Superintendent or Director of the organization must submit a written request for membership to the Council Director. The request must include:

- a description of the funding, advocacy or services provided to Butler County families
- a stated agreement to attend Administrative Council meetings on a regular basis
- a stated commitment to improve the well being of Butler County families and children through collaboration with FCFC member organizations

All requests for membership will be presented by the Executive Director to the appropriate FCFC committee for approval. There is no cost for membership.