



CITY OF HARRISONBURG CITY MANAGER

409 SOUTH MAIN STREET, HARRISONBURG, VA 22801
OFFICE (540) 432-7701 • FAX (540) 432-7778

TO: Ande Banks, Interim City Manager
FROM: G. Chris Brown, City Attorney
DATE: 2/15/2022
RE: Amended Resolution regarding the Harrisonburg-Rockingham Community Criminal Justice Board

Summary: The Harrisonburg-Rockingham Community Criminal Justice Board (CCJB) requested that the CCJB be expanded and that bylaws for the CCJB be approved by City Council and the Rockingham Board of Supervisors.

Background: The current resolution governing the membership of the CCJB was approved by City Council on January 8, 2008. The Rockingham County Board of Supervisors approved a substantively identical resolution during that same time period. Since the CCJB is a joint board, both the City and County must approve any changes.

The proposed resolution does two things. First, it expands the CCJB to include offices that have informally been attending CCJB meetings over the years. Second, it approves operating bylaws for the CCJB.

The Resolution dated January 8, 2008, as required by state law, appointed members to the CCJB. Since that time, representatives from other agencies and governmental entities have attended CCJB meetings and provided service to the CCJB. The CCJB has requested that these representatives be formally added to the CCJB. The additional members provided for in the proposed resolution include:

- Superintendent of the City of Harrisonburg Public School System;
- Superintendent of the Rockingham County School System;
- An administrator from the Harrisonburg-Rockingham County Community Services Board;
- Chief of District 39 Probation and Parole;
- Director, Rockingham - Harrisonburg Court Services;



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- Clerk of the Rockingham County Circuit Court;
- A representative from the Harrisonburg/Rockingham/Page Reentry Council;

The CCJB believes that these additional members contribute significantly to its work and has requested that these additional members be appointed formally as voting members of the CCJB.

The proposed resolution also adopts bylaws for the operation of the CCJB to the extent not provided for by state law. The CCJB has been operating without bylaws since its inception. This has led to some confusion as to the membership of the CCJB and to the creation, membership, rights, and dissolution of committees created by the CCJB.

The bylaws which are attached to and approved by the proposed resolution have been approved by the CCJB and forwarded to City Council and the Board of Supervisors for consideration. The bylaws address matters traditionally found in bylaws, such as quorums, voting requirements and meeting rules and procedures. Additionally, the bylaws restate the CCJB voting membership appointed by Council and the Board of Supervisors and anticipate the future appointment of non-voting members.

Significantly, the bylaws set forth the rules regarding the creation, operation, and dissolution of committees of the CCJB. The bylaws provide that the CCJB may create and dissolve ad hoc committees to address specific issues, with the purpose of a committee to be specified in the minutes of a CCJB meeting. The CCJB Chair will appoint a voting member of the CCJB to chair any committee created by the CCJB. The committee chair may appoint members to the committee. Those committee members must be CCJB members, representatives of public bodies, agencies, or private organizations that work with issues related to criminal justice, or individuals with expertise or knowledge relevant to the issues to be addressed by the committee.

The CCJB believes that the proposed bylaws will assist in carrying out its responsibilities and has requested that they be approved by Council and the Board of Supervisors.



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Key Issues: Expansion of the CCJB membership and approval of bylaws.

Environmental Impact: None

Fiscal Impact: None

Prior Actions: Adoption of resolution date January 8, 2008.

Alternatives: (a) adopt resolution;
(b) or adopt a revised resolution;
(c) or decline to adopt the resolution.

Community Engagement: None

Recommendation: Staff recommends approval of the resolution.

Attachments: Proposed resolution
Proposed bylaws
Resolution of January 8, 2008

Review:

The initiating Department Director will place in Legistar, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda. The completion of review only addresses the readiness of the issue for Council consideration. This does not address the recommendation for approval or denial of the issue.

