

**BYLAWS
OF THE
GREEN RIVER AREA DEVELOPMENT DISTRICT
HAZARD MITIGATION COUNCIL
Amended February 2013**

ARTICLE I

NAME

- Section I. The name of this organization shall be the GRADD Hazard Mitigation Council, hereinafter referred to as the Council.
- Section II. The organization has as its primary concern the development, maintenance, and updating of a Multi-jurisdictional Hazard Mitigation Plan that will cover the Green River Area Development District (GRADD).

ARTICLE II

GEOGRAPHIC AREA

- Section I. The geographic area to be served by the council shall be the counties of Daviess, Hancock, Henderson, McLean, Ohio, Union and Webster in Kentucky.

ARTICLE III

PURPOSE

- Section I. The purpose of the Council shall be to work in conjunction with city officials, county officials, Kentucky Emergency Management, and the Department of Homeland Security through the Federal Emergency Management Agency, pursuant to the Disaster Mitigation Act of 2000 and 44 CFR Parts 201 and 206, to have the plan adopted by all city and county jurisdictions and the GRADD Board of Directors.
- Section II. The Council will review and vote on endorsement of mitigation goals and objectives for natural hazards and on action steps for their implementation.
- Section III. The Council will direct the required five (5) year update of the Multi-jurisdiction Natural Hazard Mitigation Plan.
- Section IV. GRADD, in conjunction with the Council, shall develop and maintain a Multi-jurisdictional Hazard Mitigation Plan consistent with Kentucky Emergency Management regulations. The plan shall:
- A. Include a risk assessment identifying natural hazards, assets in areas of vulnerability, and vulnerable populations;
 - B. Include a strategy outlining mitigation strategies and a methodology for prioritizing and implementing the measures within jurisdictions;

- C. Include a process for implementing the plan through existing mitigation plans and other planning mechanisms; and
- D. Include plan maintenance procedures, which will highlight methods for evaluation and updating the plan.

ARTICLE IV

COUNCIL MEMBERSHIP

- Section I. The Council shall be composed of individuals who reside within the geographic area served by the Council. The membership shall be representative of each city and county jurisdiction. The Council shall consist of the following:
- A. Each county judge/executive, or his or her designated representative.
 - B. Each mayor, or his or her designated representative.
- Section II. A city or county jurisdiction is considered a participant in the Plan when:
- A. The jurisdiction adopts the plan by resolution and has an active representative on the Council
 - B. Sixth (6th) class cities may be represented by the county. The city must complete a Membership Designation Form authorizing the county to serve as its representative.
 - C. A representative is considered active if they have not missed three consecutive Council meetings without proxy or excuse.
- Section III. The Federal Emergency Management Agency has designated GRADD as the planning representative who shall be responsible for conducting the hazard mitigation planning process.
- Section IV. A quorum of the Council shall be defined to mean at least one representative from a minimum of four (4) counties.
- Section V. Each representative on the Council shall be entitled to one vote on all actions of the Council even if they represent more than one jurisdiction.

ARTICLE V

OFFICERS

- Section I. The officers of the Council shall include a Chair and a Vice Chair.
- Section II. The Council shall elect the Chair of the Council bi-annually. The term of the Chair shall be defined as two (2) years. The Chair shall be elected at the time of adoption of these bylaws and take office. The election of a new Chair shall take place every two years thereafter at the first scheduled meeting of the calendar year.

Section III. The Council shall elect the Vice Chair of the Council bi-annually. The term of the Vice Chair shall be defined as two (2) years. The election of a new Vice Chair shall take place every two years thereafter at the first scheduled meeting of the calendar year.

ARTICLE VI

DUTIES OF THE OFFICERS

Section I. The Chairman of the Council shall:

- A. Preside at all meetings of the Council;
- B. See that all orders and resolutions of the Council are carried out;
- C. Appoint committees as maybe directed by the Council;
- D. Represent the Council at various public meetings, closed committees, hearings, cooperating agency meetings, etc., at which Council affairs may be discussed and considered; and
- E. Carry on a variety of public relations activities, such as speaking before citizens groups, holding news conferences, etc., where Council proposals, programs, and accomplishments may be discussed.

Section II. The Vice-Chairs of the Council shall:

- A. Preside over meetings of the Council when the Chair is not available to do so;
- B. Serve a two-year term; and
- C. Assume the duties of the Chair when the Chair is unable to address all responsibilities.

ARTICLE VII

MEETINGS

Section I. The regular meeting of the Council shall be held at GRADD at the time and date selected by the members of the Council.

Section II. Robert's Rules of Order shall govern all questions of parliamentary proceedings of the meeting of the Council

Section III. The Council shall solicit public input for the plan by publishing a public notice in the newspaper of greatest circulation in each county.

Section IV. The Council shall meet at least once per year. Meetings will be scheduled for the months of April and October; however, the Council officers can cancel one of these meetings if there is not enough Council business to develop an agenda. During plan update years, the Council will meet as frequently as necessary, based on a determination of the Council officers. The Council will be notified at least ten (10) days in advance of each meeting by memorandum.

Section V. The Council shall abide by Kentucky Open Records Law.

ARTICLE VIII

AMENDMENTS

Section I. These bylaws may be amended by a majority vote of the Council attending any regular or special meeting of the Council, provided that the proposed amendment be distributed to the Council with notice of the meeting at least ten (10) prior to said meeting.

ARTICLE IX

Section I. All matters pertaining to the Council not specified or delegated herein shall be subject to the action of the majority or the Council.