

Family Care Council

New Member Orientation



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council

Part One: The Legislation

Creation

- **Chapter 393.502 Florida Statutes
(1993; revised 2000; revised 2004)**
- **One council in every service area**

Membership

■ Ten to 15 members

- Reside in Council's local area or region
- Recruited through advertising, verbal & written announcements, interviews

Membership

- **At least three individuals with developmental disabilities**
- **Up to 12 parents, brothers or sisters, & guardians**
 - Recommended by current members
 - Appointed by Governor
 - Represent diversity of district or region

Membership Limits

- **People who cannot be members**
 - Members of other Agency councils or boards
 - Agency employees
 - Family members of current FCC members

Terms

■ Three years

- May be reappointed additional term
- Twelve month break between following two terms

■ Vacancies filled by vote of council

- Recommendation sent to Governor
- Governor makes appointment

Committees

- **Members appointed by Chairperson**
 - Current members
 - Former members
 - People not eligible to serve on council

Training

■ New members

- Within 90 days of appointment
- Laws, rules and policies

Meetings

- **At least six times per year**
 - Volunteer members
 - Reimbursement approved
 - Per diem
 - Travel expenses

Purpose

- **Advise Agency for Persons with Disabilities**
- **Develop plan for delivery of family support services**
- **Monitor effectiveness of services in plan**

Functions

- Provide information & outreach
- Review programs & make recommendations
- Advise APD on policy issues
- Meet with other Councils

New Councils

- **Governor appoints four members**
 - Serve three-year term
- **Other members recommended by Council**
 - Within 90 days

Financials

- **Funds provided by the Agency for Persons with Disabilities**
 - Subject to financial review
 - Comply with state spending rules
- **May use donations, grants and other funds**



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Part Two: Operations

Legal Responsibilities

- **Maintain confidentiality**
- **Follow Government in the Sunshine**

Bylaws

- Name
- Purpose
- Mission
- Membership
- Meetings
- Voting

Bylaws

- **Officers**
- **Duties of Officers**
- **Elections**
- **Parliamentary Authority**
- **Amendments of Bylaws**

FCC Family Support Plan

- **Mission**
- **Outcomes to be achieved**
- **Goals & Objectives**
- **Programs, activities to accomplish objectives**

FCC Funds

- **Specific amount to each council**
- **State rules for spending**
- **Budget for expenditures**

FCC Funds – Travel Tips

■ Before you travel

- Seek approval of council
- Complete Agency paperwork
- Use state contract vendors

■ While you travel

- Log travel information
- Keep receipts
- Make only approved changes

FCC Funds – Travel Tips

■ After you travel

- Submit travel log
- Submit receipts
- Complete Agency paperwork

Relationships

■ Agency for Persons with Disabilities

- Local Area & Region Offices
- Central Office
- Family Care Council Florida

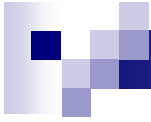
Relationships

- **Agency for Persons with Disabilities**
 - Community Based Services
 - Intermediate Care Facilities for the Developmentally Disabled (ICF/DD)
 - Public (Agency for Persons with Disabilities Institutions)
 - Private
 - Mentally Retarded Defendant Agency for Persons with Disabilities

Relationships

■ Statewide Advocacy Council

- Statewide Council
- Local Advocacy Council
- Interagency Quality Council



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Thank You