

Adopted  
December 12, 2014

## **Texas Council on Autism and Pervasive Developmental Disorders**

### **Bylaws**

#### **I. DESIGNATION**

The organization referred to in this document shall be known as the Texas Council on Autism and Pervasive Developmental Disorders, hereinafter referred to as the "Council".

#### **II. AUTHORIZATION**

The Council is established pursuant to the Texas Council on Autism and Pervasive Developmental Disorders Act of 1987, Texas Human Resources Code, Chapter 114 and as amended by 77(R) SB 361 and 79(R) SB 882.

#### **III. MISSION**

The Council shall annually review, modify if appropriate, and adopt a Mission Statement. The Council shall advise and make recommendations to state agencies and the state legislature to insure that the needs of persons of all ages with autism or other pervasive developmental disorders and their families are addressed and that all available resources are coordinated to meet those needs.

#### **IV. ADVISORY TASK FORCE AND COMMITTEES OF THE COUNCIL**

The Council may establish special, ad hoc, and interim committees composed of professionals, advocacy groups, and family members of persons with autism or other pervasive developmental disorders to assist the Council in performing its duties.

The Council may identify regions and appoint Regional Committees to serve as local informational and advisory resources and be responsive to the specific needs and questions of the Council.

The Statewide Advisory Task Force on Autism and PDD shall be comprised of the Chairs of the Regional Committees. An additional ten members on the Statewide Advisory Task Force may be appointed by the chair of the Council so as to assure representation by people with autism spectrum disorders and their family members, advocacy groups, and professionals (i.e. higher education, research, allied organizations, etc.).

## **V. STATE PLAN**

The Council shall develop a multi-year state plan in accordance with state statute, revised periodically, and, not later than November 1 in even-numbered years, a report providing recommendations on strategies to provide additional or improved services to persons with autism or other pervasive developmental disorders.

## **VI. DUTIES**

The Council shall perform its duties as detailed in the Human Resources Code 114.007 and the Council's Policies and Procedures.

## **VII. PROGRAM FUNDING REQUESTS**

Funding opportunities and requests shall be considered and allocated in accordance with Human Resources Code 114.009 – 114.112.

## **VIII. MEMBERSHIP**

The Council is composed of:

- A. Seven public members, the majority of whom are family members of a person with autism or a pervasive developmental disorder, appointed by the governor with the advice and consent of the senate; and
- B. One representative from each of the following state agencies to serve as ex officio members:
  1. Department of Aging and Disability Services (DADS);
  2. Department of State Health Services (DSHS);
  3. Health and Human Services Commission (HHSC);
  4. Texas Education Agency (TEA);
  5. Department of Assistive and Rehabilitative Services (DARS); and
  6. Department of Family and Protective Services (DFPS).

## **IX. TERMS OF APPOINTMENT**

- A. Public members appointed by the governor serve staggered two-year terms with the terms of three or four members expiring on February 1 of each year. The public members may be reappointed.
- B. A representative of a state agency serves at the pleasure of the commissioner or executive head of that agency.
- C. A public member is entitled to reimbursement of the travel expenses incurred by the public member while conducting the business of the Council, as provided in the General Appropriations Act.

## **X. COUNCIL OFFICERS**

- A. The governor shall designate a public member of the Council as chairperson of the Council to serve in that capacity at the pleasure of the governor. In the absence of the chairperson, the vice-chair shall serve as the alternate for the

purpose of conducting Council business. Should the Council chairperson leave the Council for any reason during his/her term of office, the governor shall appoint a new chairperson.

- B. The vice-chair shall be selected annually by a vote of the public members. The vice-chair shall serve renewable one year terms, and shall be chosen from the public members of the Council. In the event of a vacancy in the position of chair, the vice-chair shall serve as interim chair until such time as the governor appoints a new chair.

**XI. COUNCIL MEETINGS**

- A. The Council shall meet at least quarterly.
- B. Notification of meetings and agendas shall be given at least two (2) weeks in advance.
- C. All meetings shall be conducted in accordance with the Open Meetings Act, Texas Government Code, Chapter 551.
- D. A quorum shall consist of one half of the public members.
- E. The most current edition of Robert's Rules of Order shall govern the conduct of business when applicable and not in conflict with these Bylaws.

**XII. VOTING**

All public members present shall be entitled to vote on all matters before the Council. Any actions taken by the Council must be approved by a majority vote of the public members present. All votes shall be recorded.

**XIII. BYLAWS REVISIONS**

The adoption of these Bylaws, and any revisions thereto, shall be executed on the basis of a favorable vote by at least two-thirds (2/3) of the public members.

Dr. Pamela Rollins  
Council Secretary

12/12/14  
Date

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