



Regional Child Abuse and Child Neglect Prevention Council

Resignation and Removal Process

Resignations

It is understood that varying circumstances may cause a council member to voluntarily resign from the regional child abuse and child neglect prevention council.

In order to ensure that all parties are aware of an open council seat, the notice of resignation should be sent to the board of county commissioners or the OCTF Board, whichever is your appointing authority, with copies provided to the coordinating entity and the Ohio Children's Trust Fund program manager.

This notice must include the name of the council member, the appointing authority (the board of county commissioners or the Ohio Children's Trust Fund Board), the effective date of the resignation, and the county of appointment.

Removal from Council

While the Ohio Children's Trust Fund, the coordinating entity, and the board of county commissioners recognize and appreciate the time and work of the council members, the appointing authority does reserve the right to remove council members for misconduct, incompetence, or neglect of duty, examples of which include, but are not limited to:

- Council members failing to attend at least three-fifths of the regular and special meetings called to order by the council during any two-year period of time.
- Council members failing to meet regional prevention council workgroup membership requirements.
- Council members failing to maintain regular communication with their regional prevention coordinating entity.

In order to ensure a fair process, council members whose performance may result in removal from the council will receive a formal warning from the chairperson of their regional prevention council. The notification will alert the council member that continued misconduct, incompetence, or neglect of duty may result in removal from the council. Failure to correct the performance within 90 days of formal notification may initiate the council member removal process, which may involve the appointing authority formally relieving the council member of his/her duty to the council and, thereby, opening that council seat for a new appointment.

I have RECEIVED, READ, and UNDERSTOOD the Ohio Children’s Trust Fund’s Resignation and Removal Process Policy:

Signature

Date

Printed Name

County of appointment/Position on Council