

**BYLAWS  
of the  
CHIEF ELECTED OFFICIALS BOARD**

**Kansas Workforce Development Local Area II**

ARTICLE I

Name of the Organization

This organization is named the Chief Elected Officials Board (CEO Board) of Kansas Workforce Development Local Area II, comprised of representatives of one or more of the Counties of Osage, Shawnee, Douglas, Franklin, Jefferson, Jackson, Pottawatomie, Riley, Wabaunsee, Clay, Geary, Atchison, Brown, Doniphan, Marshall, Nemaha and Washington, and the City of Topeka, as representatives of each may be appointed pursuant to the Chief Elected Officials' Agreement ("Agreement"), and subject to change as provided in the Agreement. The area encompassed by these governmental entities is defined herein as the "Local Area".

ARTICLE II

Purpose

- Section 1      The purpose of the CEO Board shall be consistent with those purposes which are identified under the Workforce Innovation & Opportunity Act of 2014 and any amendments thereto ("WIOA"), and other purposes which in accordance with public law may be bestowed upon the CEO Board by the Governor of the State of Kansas or other legal authority.
- Section 2      It is the purpose of the CEO Board, in partnership with the Local Workforce Development Board ("LWDB"), to oversee workforce development programs within the Local Area which are funded under WIOA.

ARTICLE III

Duties

- Section 1      The authority of the CEO Board shall be consistent with that authority which is identified for "chief elected officials" under WIOA, and other authority which in accordance with public law may be bestowed upon the CEO Board by the Governor of the State of Kansas or other legal authority.

Section 2 In partnership with the LWDB, which is also the Board of Directors of Heartland Works, Inc., a Kansas non-profit corporation, the CEO Board will establish policy through the joint submission of a Five Year Workforce Development Plan and modifications to the Governor of the State of Kansas.

Section 3 Additional duties of the CEO Board are as described in the Agreement, including without limitation, appointment of LWDB members and responsibilities listed in Sections VIII and IX of the Agreement.

#### ARTICLE IV

##### Membership

Section 1 CEO Board Members shall be selected by members of the board of county commissioners, as a whole; or city council, as a whole from among its members, subject to appointment as provided in the Agreement.

Section 2 The CEO Board shall be comprised of no fewer than two (2) and no more than eighteen (18) members.

Section 3 The term of membership on the CEO Board will extend for the duration of the appointing authority's appointment.

Section 4 Vacancies on the CEO Board caused by elections, resignations or other reasons during the term of membership shall be filled in the same manner as the original position.

#### ARTICLE V

##### Meetings

Section 1 Meetings of the CEO Board shall be held in conjunction with Heartland Works, Inc. Board of Directors LWDB meetings, generally quarterly. Written notice of all regular meetings will be provided to all CEO Board Members reasonably in advance as provided by KSA 75-4318, as it may be amended from time to time; and will include a copy of a tentative agenda.

Section 2 Special meetings of the CEO Board may be called upon request of the Chair or by a majority of the CEO Board. The Heartland Works, Inc.'s LWDB Chair will be notified of any special meetings of the CEO Board.

Section 3 All meetings of the CEO Board are open to the public, except as a portion of a meeting may be properly closed as permitted by applicable State law.

- Section 4 A quorum of any meeting of the CEO Board shall be a majority of its then-current membership. The CEO Board shall act as provided in the Agreement.
- Section 5 In all matters of parliamentary procedures not specifically covered by these ByLaws, Roberts Rules of Order, Revised, shall be observed.
- Section 6 CEO Board Members shall be required to announce a “conflict of interest” and abstain from voting on any item of business which might reasonably be expected to benefit any person or immediate family member or organization in which the Member has any financial or other personal interest distinguishable from the interests of the general public.

#### ARTICLE VI

##### Officers

- Section 1 The Officers of the CEO Board shall consist of a Chair and a Vice-Chair.
- Section 2 The CEO Board shall elect Officers from among its Members, not including Alternates.
- Section 3 The term of office for each Officer shall be one (1) year. Officers may serve consecutive terms without limitation.
- Section 4 The Chair shall be the spokesperson for the CEO Board and shall preside at all meetings of the CEO Board. The Vice-Chair will act in the absence of the Chair. In the absence or inability of the Chair and the Vice-Chair to perform all of the duties as prescribed, the Chair shall appoint a member of the CEO to perform these duties, or the Members shall elect a temporary Chair.

#### ARTICLE VII

##### Committees

- Section 1 Standing committees and other committees may be established in order to carry out the functions of the CEO Board. The Chair will appoint Members to all committees.
- Section 2 When established, such committees will, after careful consideration, forward recommendations to the CEO Board for appropriate action.

ARTICLE VIII

Amendment of ByLaws

Any proposed amendment to these ByLaws shall be communicated to each CEO Board Member at least two (2) weeks prior to the meeting at which it is to be voted upon. A two-thirds (2/3) vote of the Members present shall be required to adopt any amendments to these ByLaws.

ARTICLE IX

Effective Date

These ByLaws and any amendments thereto shall become effective immediately upon adoption, and shall remain in continuous effect from that date until otherwise amended.

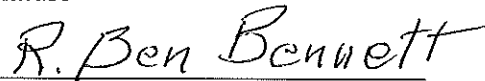
Bylaws original date 5/3/2000

First revision of the bylaws 2/3/2016

CEO BOARD CHAIR



Signature



Printed Name