

Virginia Association of Local Human Services Officials (VALHSO)
By-Laws as amended April 1994, July 1995, November 17, 1998, October 2004, January 9, 2004, February 9, 2006, September 14, 2009, September 2021

ARTICLE I - NAME

The name of this Association shall be Virginia Association of Local Human Services Officials (VALHSO). Human Services are defined as a broad array of services that are delivered to the public by local government and which may include but are not limited to Health, Behavioral Health, Social Services, Parks & Recreation, Libraries, Housing and Neighborhood Revitalization, Children's Services Act, Juvenile Justice and Adult Corrections and other such functions.

ARTICLE II - PURPOSE

The purpose and objectives of this Association shall be the improvement of Human Services delivery to citizens and clients, by mutual information sharing, best practices, trends and needs; through education advocacy and influencing of public policy in the Human Services field; by bridging to other divisions in local government and other levels of local and state government; through liaisons with parallel professional and voluntary associations; and through managerial excellence, professionalism and accountability.

ARTICLE III - MEMBERSHIP

The Membership Chair will review all membership applications to ensure each applicant is eligible for membership. Once an application is reviewed, the Membership Chair will present new members to the Executive Board for confirmation.

A. MEMBERSHIP

VALHSO membership shall be open to Virginia-based human services professionals who hold leadership positions within a local jurisdiction's health and human services functions.

Membership options include either a local jurisdictional membership (for up to 5 people) or an individual membership. For jurisdictional memberships, names of individuals included in the "group" membership should be provided to the Membership Chair.

B. SPECIAL MEMBERSHIP

Full and active membership, with voting privileges and the right to hold office, may also be extended when deemed appropriate, to a representative from another organization.

C. HERITAGE MEMBERSHIP

Heritage Membership, an emeritus category of membership, shall be open by invitation of the Association to all those who have been Full, Associate or Special Members of the organization. Emeritus members shall vote, hold office, be members of standing and ad hoc committees and fully participate in meetings and other business of the organization.

ARTICLE IV - VOTING PRIVILEGES

Each local government is entitled to one vote, which shall be cast by the senior Human Services Official (if present) or another designated Member from each participating locality.

ARTICLE V - MEMBERSHIP DUES

Annual membership dues are due in July. and shall be set by the Association at VALHSO's winter business meeting. Membership dues are approved for each type of membership to include local jurisdiction membership, individual membership, and heritage membership.

ARTICLE VI - OFFICERS

Officers of this Association shall include: a President, a Vice-President, a Secretary and a Treasurer. All officers shall be elected at the autumn meeting for a two-year term beginning January 1st.

All officers of the Association shall be full and active members or Heritage Members.

Vacancies shall be filled by a majority vote of the members of the Association in meeting, to serve during the remainder of the unexpired term of the person vacating the office. The President, with the consent of the Executive Board, may appoint members to serve in an acting capacity when vacancies occur in offices during periods when there are no meetings scheduled.

Duties of the officer shall correspond generally to those duties that normally are delegated to such officers, unless such duties are otherwise specifically assigned by the members in meeting or by the Executive Board.

ARTICLE VII - COMMITTEES

There shall be three standing committees of the organization. They are as follows:

- I. Legislative- to advocate programmatically and legislatively on state and federal levels.
- II. Membership - To recruit, recognize and retain all categories of membership for the organization.
- III. Communication - To identify and implement communications strategies to assure an informed, engaged, and cohesive membership and to advance the organization's mission and goal. This committee shall be chaired by the Association's Secretary.

The Chair of each committee shall be appointed by the President at the beginning of his/her term. The chair of each committee shall serve a two-year term, which coincides with that of the President.

The President can establish ad hoc committees at his/her discretion. Non-members, in addition to Full, Associate and Heritage members may serve on both standing and ad hoc committees.

ARTICLE VIII - EXECUTIVE BOARD

There shall be an Executive Board consisting of the elected officers, past Presidents, and Chairs of the Standing Committees. It shall be the duty of the Executive Board to approve the agenda of the Association meetings for all members; and to transact the business of the Association including policy matters referred to it by the members; and to perform such other duties as may be pertinent to the advancement, welfare and the best interests of the Association and its members.

ARTICLE IX - ELECTIONS

A Nominating Committee of three members shall be appointed by the President each year, all active members in good standing. This committee shall select at least one name from the membership in good standing as a candidate for each office and each place on the Executive Board, which is to be filled at the autumn meeting. Additional nominations may be made from the floor at the autumn meeting by any full and active member in good standing.

ARTICLE X - MEETINGS

The Association shall hold at least two regular meetings each year, with elections and other business matters for the coming year being the agenda for the autumn meeting. Appropriate notice of each meeting shall be given to each member. Special meetings may be held upon call of the President at such times, as in his/her judgment, is deemed advisable for the general well-being of the Association. In the conduct of the business of the Association, Robert's Rules of Order shall prevail, as may be applicable.

ARTICLE XI - AMENDMENT OF PLAN OF ORGANIZATION

This plan of Organization may be amended at any regular meeting of the Association by majority vote of the members present.