



eoocco

**EASTERN OREGON
COORDINATED CARE
ORGANIZATION**

December 29, 2017

TO: EOCCO Local Community Advisory Councils
FR: EOCCO Support Staff
SB: Election of LCAC Officers

Election of officers will be held during the January meeting of each county Local Community Advisory Council (LCAC). The LCAC Charter states the following regarding officers:

Officers of each LCAC will be limited to a Chair, Vice-chair, and Secretary all of whom will be elected by the LCAC to serve one-year terms. The Chair will also serve on the EOCCO Regional Community Advisory Council (RCAC). In the Chair's absence, the Vice-chair will serve as the Chair of the LCAC. Officers may be removed by the LCAC or reappointed without limit.

While there is no formal language in the LCAC Charter regarding the voting process for elections, many LCACs have simply followed standard rules of order and have a nomination of candidates followed by a vote. Only officially appointed members of the LCAC, approved by the County Commissioners / Court, may vote.

Most LCACs now have an administrative support coordinator position who fills the role of Secretary. This person is responsible for the minutes and official correspondence for the LCAC.

The Chair of the LCAC is expected to work with the LCAC Coordinator to create meeting agendas and lead the meetings. The Chair is also expected to attend the quarterly EOCCO Regional Community Advisory Council (RCAC). Travel support is available to attend the RCAC meetings and stipends are also available for members of the Oregon Health Plan who are assigned to the EOCCO. The Vice Chair is charged with filling the role of Chair in his/her absence.

If you have any questions about this process, please direct them to the EOCCO Support Staff assigned to your LCAC.