

- E. Community Action Partnership of Natrona County shall assess the need for various human services in the County.
- F. Community Action Partnership of Natrona County shall facilitate the coordination of programs to reduce poverty, revitalize low-income communities, empower low-income families and individuals to become fully self-sufficient, reduce delinquency and crime; promote mental health, prevent substance abuse and family violence, encourage cooperation with educational, health, and other institutions; and process appropriate applications under Federal, state, local and private anti-poverty programs. The Community Action Partnership of Natrona County shall in addition to the statutory responsibilities, coordinate the human services deemed appropriate by the Board of County Commissioners.
- G. Community Action Partnership of Natrona County, with approval of the Board of County Commissioners, may enter into contractual agreement with other governmental entities to provide services as requested and as appropriate.

Section II. Composition

- A. Community Action Partnership of Natrona County shall consist of not less than nine voting members and up to twelve voting members selected as provided for in these By-Laws. Such membership shall be constituted as follows:
 - 1. **One-third of the members** of the board shall be composed of public officials or their representatives appointed by the Natrona County Board of County Commissioners.
 - 2. **Not fewer than one-third** of the members are persons chosen through a democratic selection adequate to assure that these members are representative of low-income individuals and families in the neighborhood served. Each representative of low-income individuals and families selected must be eighteen years of age or older and reside in Natrona County. Representatives of the low-income will represent the low-income population in Natrona County. Each representative of low-income individuals and families shall participate actively in the development, planning, implementation, and evaluation of programs serving the low-income community.
 - 3. **The remainder of the members** shall be officials or members of business, industry, labor, religious, law enforcement, education, or other major groups and interests in the community served selected by the Community Action Partnership of Natrona County board.

4. The Executive Director is a non-voting member of the CAPNC Board of Directors.

~~4.5.~~ No more than 50% of the non-consumer board members derive more than 10% of their annual income from the healthcare industry.

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Section III. Selection Procedures

- A. Pursuant to Wyoming Statute 35-1-616(b), members of the Community board are appointed by the Board of County Commissioners. In order to fully comply with the Community Services Block Grant of 1998, the Commission has delegated appointment authority of subsection (c) low-income representatives to the low-income community and (d) representatives of the private sector appointed by the Community Action Partnership of Natrona County.
- B. Representatives of public officials are appointed to four-year terms by the Board of County Commissioners of Natrona County and serve at the pleasure of the Board of County Commissioners.
- C. Representatives of the low-income shall be selected at a county-wide election held by June 18th of each year a term expires. The process shall be as follows:
 - 1. Not sooner than sixty calendar days nor less than thirty calendar days prior to an election the Community Action Partnership of Natrona County shall advertise a legal or public notice in a local newspaper advertising the proposed election, the requirements for becoming a candidate, the deadline for seeking candidacy and the date of the election. The Community Action Partnership of Natrona County shall also make this information available to agencies serving the low-income population and to low-income individuals and families through additional outreach methods.
 - 2. Not sooner than fifteen calendar days and not less than seven calendar days prior to an election the Community Action Partnership of Natrona County shall advertise a legal or public notice in a local newspaper announcing the election, the date and times of the election, the requirements for voting, the names of the candidates seeking election, and the polling site locations. The Community Action Partnership of Natrona County shall also make this information available to agencies serving the low-income population and to low-income individuals and families through additional outreach methods.
 - 3. A minimum of seven calendar days prior to an election, the Community Action Partnership of Natrona County shall produce a voter's information guide which shall include the requirements for voting, the polling site locations, the date and times of the election and brief biographical sketches provided by the

candidates. The guide shall be made available at agencies serving low-income population and at other locations serving economically disadvantaged people.

4. The Community Action Partnership of Natrona County shall establish one or more polling places within the county. In order to vote in the election, a voter shall certify by affidavit that he/she is over the age of eighteen, that he/she currently resides in Natrona County, and that he/she has a household income that is at or below the federal poverty guidelines. On the day of the election, each voter shall be furnished with one ballot, prepared by the Community Action Partnership of Natrona County. Following his/her qualification, each voter shall cast his/her ballot before leaving the polling place. Immediately following the closing of polls, the ballots shall be transported to the County Clerk. Following the tabulation of the votes, a statement will be issued setting forth the results of the election, certified by the County Clerk.

Such other rules and regulations as may be deemed necessary to insure the conduct of democratic elections may be from time to time promulgated by the Community Action Partnership of Natrona County.

- D. The remainder of the members shall be selected by the Community Action Partnership of Natrona County in accordance with the general rules of these By-Laws.
- E. Low-income individuals and organizations may petition in writing to the Community Action Partnership of Natrona County for adequate representation on the Commission if such individual or organization considers itself to be inadequately represented.
- F. A vacancy shall occur when:
 1. A private sector or low-income sector Commission member is notified of his/her removal for cause or absenteeism.
 2. A Commission member resigns or dies.
 3. Representatives of public officials are removed by the Board of County Commissioners.
- G. In the event the vacancy is declared, with regard to a member representative of the low-income individuals and families, his/her position shall be filled by appointment of an interim member for the balance of the vacated term, solely by the remaining members representing the low-income population on the Community Action Partnership of Natrona County. In the event a vacancy is declared with regard to a member representing public officials or a member representing the community groups or interests shall be appointed for the remainder of the vacated term in accordance with Section II.