



**ANOKA COUNTY  
CHILDREN & FAMILY COUNCIL  
Board and Committee Structure**

<b>Anoka County Children and Family Council (ACCFC) Board</b>		
<b>Board</b>	<b>Members</b>	<b>Meeting Schedule, Purpose, Decision Making</b>
<p><b>Anoka County Children and Family Council</b></p> <p>Chairs: Rick Sells, Kathy Zwonitzer</p> <p><b>Governing Board</b></p>	<p>Anoka County (PHN, MH, Economic Assistance, Corrections)</p> <p>Anoka County Community Action Program</p> <p>School Districts: Anoka-Hennepin, Centennial, Columbia Heights, Fridley, St. Francis, Spring Lake Park, Forest Lake</p> <p>Parent Representatives (2)</p> <p>Community Agencies: Emma B. Howe Family YMCA, Alexandra House, Lord of Life, Lee Carlson Center, Neighborhood HealthSource, Anoka County Sheriff's Office, the Enitan Story</p>	<p><b>Meeting Schedule:</b> Meets January, April, June, September and November</p> <p><b>Purpose and Examples of Duties:</b> Agreement between partners represents a commitment to work together to provide culturally appropriate programs and services to children and families through improved outreach and early identification and intervention across systems and to prevent children from developing more severe disabilities. Focus on prevention and early intervention services, convening leaders, capacity building, communication, advocacy, system change and resource sharing.</p> <p><b>Decision Making:</b> Unless otherwise specified, ACCFC meetings will follow Robert's Rules of Order.</p> <p>The ACCFC board makes financial and policy decisions. ACCFC decisions will be made by a majority vote of all members attending a scheduled ACCFC meeting.</p> <p>For final approval of the annual budget, a majority of the representatives appointed to represent the participating governmental units must vote to approve.</p>
<b>Anoka County Children and Family Council (ACCFC) Committees</b>		
<b>Committee</b>	<b>Members</b>	<b>Meeting Schedule, Purpose, Decision Making</b>
<p><b>Executive Committee</b></p> <p>Chairs: Rick Sells, Kathy Zwonitzer</p> <p><b>System Perspective</b></p>	<p>School Superintendents</p> <p>Council Co-chairs</p> <p>ACCAP Representative</p> <p>Chair of the Anoka County Human Services Committee</p>	<p><b>Meeting Schedule:</b> Meets one time per year (Fall). All ACCFC members are invited to attend one Executive Committee meeting a year.</p> <p><b>Purpose and Examples of Duties:</b> Reviews ACCFC budget and data, provides policy and governance direction, discusses outstanding collaborative issues, provides guidance on overall vision and mission, meetings provide opportunity to give/receive feedback on collaborative relationships.</p> <p><b>Decision Making:</b> Makes recommendations to the ACCFC.</p>
<p><b>Management Committee</b></p> <p>Nicole Spitzer, Vice-Chair</p> <p><b>Operational Oversight</b></p>	<p>ACCFC Co-Chairs &amp; Vice-Chair</p> <p>Community Agency</p>	<p><b>Meeting Schedule:</b> Meets every other month as determined.</p> <p><b>Purpose and Examples of Duties:</b> Provides guidance to ACCFC staff, communication between board leadership and staff, planning and operational decision-making, reviews and makes decisions on sponsorship applications.</p> <p><b>Decision Making:</b> Authority to make operational decisions in between ACCFC board meetings (and as directed by ACCFC board) and to make decisions on sponsorship applications, up to \$5,000.00.</p>

*Collaborative Coordinator facilitates Management Committee Meetings and attends all scheduled committee meetings unless not required.*