



EMERGENCE HEALTH NETWORK



BOARD OF TRUSTEES EL PASO COUNTY APPOINTMENTS

Submit Application & Background Investigation to the
El Paso County Human Resources Department at:

800 E. Overland
Room 223
El Paso, TX 79901
Phone: (915) 546-2218
Fax: (915) 546-8126

Email: humanresources@epcounty.com

Board Liaison:
Emergence Health Network
Rene Hurtado
Phone: (915) 887-3410
Email: rhurtado@ehnel Paso.org



VERONICA ESCOBAR

El Paso County Judge

Dear Applicant,

Thank you for your interest in applying to serve as a member of the El Paso County Emergence Health Network Board. This packet provides the necessary information for you to familiarize yourself with the responsibilities of this board and the necessary documents to begin the application process.

We appreciate your willingness to be involved in guiding the future of this board and its function of ensuring the health and vitality of our community.

As a member of this board, you will be expected to participate in the meetings and other tasks as deemed necessary to fulfill your post. You should participate actively in meetings and seeking as much information needed to help the board come to its decisions. Please be aware of the various duties, responsibilities and the time commitment that will be required of you.

After submitting this application, it will be reviewed and if it meets the qualifications needed to fill the vacancy, your information will be submitted for approval by the El Paso Commissioners Court.

If you have any further questions please feel free contact the County Judge's office at (915) 546-2098. Again, thank you for your leadership and commitment.

Sincerely,

A handwritten signature in blue ink, appearing to read "Veronica Escobar", is written over a light blue horizontal line.

Veronica Escobar
El Paso County Judge

500 E. San Antonio, Suite 301, El Paso, TX 79901

Phone: 915-546-2098 · Fax: 915-543-3888 · countyjudge@epcounty.com · www.epcounty.com

EMERGENCE HEALTH NETWORK BOARD OF TRUSTEES

Board Overview

El Paso EHN is a community-based mental health and mental retardation center and operates as the local Mental Health Authority. The center currently serves approximately 7,500 individuals in mental health, mental retardation and developmental disability programs. The local Mental Health Authority is responsible for policy development, coordination, allocation and ensuring the provision of mental health services to persons with mental illness or developmental disabilities.

Vision

EHN will lead behavioral and developmental services in the El Paso region ensuring access to quality services, advocating for a better quality of life, and providing strength, hope and recovery for persons with mental illness and developmental disabilities.

Mission

EHN ensures superior recovery-based services for mental health, developmental disability, and related conditions for the people of El Paso County.

Seats

El Paso EHN is administered by a Board of Trustees consisting of seven persons appointed by the County of El Paso and the El Paso County Hospital District. Each entity appoints three individuals. The seventh member will be jointly nominated by the County Judge and Chair of the Hospital District Board of Managers. The term of office for board members is two years with no trustee serving more than three consecutive full two-year terms.

Meeting Times

Board meetings are held on the 4th Thursday of every month.

Emergence Health Network Board of Trustees Information

Website:

<http://emergencehealthnetwork.org/about/board-of-trustees/>

Bylaws of the Board of Trustees:

<http://emergencehealthnetwork.org/wp-content/uploads/2012/01/Bylaws-of-the-Board-of-Trustees.pdf>

Interlocal Agreement:

<http://emergencehealthnetwork.org/wp-content/uploads/2012/01/Interlocal-Agreement.pdf>

El Paso County Code of Ethics Training:

<http://epcounty.com/ethicscom/training.htm>

EMERGENCE HEALTH NETWORK BOARD OF TRUSTEES BYLAWS

BYLAWS OF THE EMERGENCE HEALTH NETWORK BOARD OF TRUSTEES

*APPROVED BY THE EMERGENCE HEALTH NETWORK BOARD OF TRUSTEES
ON SEPTEMBER 23, 2014*

Article 1 NAME, LOCATION AND OFFICES

1.01 Name

The name of the organization is Emergence Health Network, and its governing body the Board of Trustees. In these Bylaws, Board of Trustees shall be referred to as the "Board," its members as "Trustees," and Emergence Health Network as the "Center" and/or the "Authority."

1.02 Principal Office

The principal office of the Center and Board of Trustees (the Board) shall be located in El Paso, Texas. The location of the principal office shall be established in are solution and may be changed from time to time by the Board.

Article 2 BUSINESS OF THE ORGANIZATION

2.01 Purpose

To administer a nonprofit governmental entity, formed pursuant to the *Second Amended Interlocal Agreement* (the "Interlocal Agreement") by and between the County of El Paso, Texas (the "County") and the El Paso County Hospital District d/b/a University Medical Center of El Paso (the "Hospital District"), collectively to be known as the "Sponsoring Agencies".

The Center in its capacity as the Local Mental Health and Intellectual Developmental Disability (IDD) authority, shall have the responsibility and duty to ensure a continuum of comprehensive mental health and IDD services in El Paso County. The Center shall have all the powers, duties, responsibilities and authority of a community mental health and IDD center under Texas law.

The Center shall act as the Local Authority as designated and defined by state statute and rules. As the Local Authority, the Center shall be the publicly accountable entity responsible for planning, policy development, coordination, resource development and allocation, and oversight within El Paso County, Texas for priority population mental health and IDD services.

The Center's responsibilities as the Local Authority are formalized in an annual Performance Contract with the designated state agency.

Article 3 BOARD OF TRUSTEES

3.01 General

The members of the Board shall consist of seven (7) Trustees who are residents and qualified voters of El Paso County, Texas.

3.02 Powers

The Board shall have such powers and authority and perform such duties as shall be conferred upon it by the Texas MHMR Act of 1965, as amended, and by any subsequent legislation, rules or regulations adopted by the legislature and the designated state agency. The Board shall be responsible for:

1. The governance of the Center and the Authority;
2. Overseeing the implementation of statutory duties under state and federal laws and regulations concerning mental health and IDD services for persons residing in El Paso County.
3. Approving the annual budget of the Center and Authority.
4. Approving an independent auditor for annual audits of the Center and the Authority.
5. Approving an appropriate depository.
6. Adopting policies regarding operation and governance of the Center.
7. Annually conducting a Board self-assessment.
8. Approving Board counsel.
9. Searching for and hiring the CEO/Executive Director (herein, the "CEO")
10. Annually evaluating the CEO. The Board may delegate this responsibility to the Executive Committee.
11. Approving all interlocal agreements between the Center and other governmental entities under Texas Government Code Chapter 791.

It is understood that the Board's contractual capacity should only enhance its role as a policy board. The Board shall delegate contractual powers (other than interlocal agreements between the Center and other governmental entities under Texas Government Code Chapter 791) to the CEO, except that the Board shall vote to approve CEO to execute contracts or settlements that exceed fifty thousand dollars (\$50,000). Contracts for medical services are specifically excluded from this provision. Medical services contracts include, but are not limited to, contracts with medical service vendors providing services for EHN clients (consumers). Medical service vendors include, but are not limited to, hospitals, physicians and physician practices, telemedicine providers, pharmacies and pharmaceutical consultants, ambulance services, laboratory services, and licensed professionals providing therapy services including counselors and nurses.

CEO may execute, without the approval of the Board and subject to applicable procurement policies, any amendments to contracts which exceed \$50,000 in total which had been previously approved by the Board (or otherwise authority granted by the Board to CEO for executing said contract) so long as the cumulative amount of said amendments does not exceed fifty thousand dollars (\$50,000) or twenty-five percent (25%) of the original contract amount, whichever is less.

The Board may, in the temporary absence of the CEO, appoint any other executive level employee of the Center to perform the duties of the CEO, as appropriate. Such appointment, however, shall be limited to a two-week period, which two-week period may be renewed upon meeting of the Board. Should CEO be terminated, resign, be incapacitated or otherwise unable to perform the duties of CEO for a period longer than two weeks, then the Board shall appoint an interim CEO until which time the then-current CEO returns to his or her position or a permanent replacement assumes the duties of CEO.

3.03 Appointment

The trustees shall be appointed by the County of El Paso, and the El Paso County Hospital District and shall serve in accordance with Chapter 534 of the Texas Health and Safety Code. Each sponsoring entity shall be entitled to three appointments to the seven-member Board and one Trustee shall be mutually selected by the sponsoring agencies pursuant to the Interlocal Agreement.

Each trustee position shall be for a two (2) year term. The terms shall be staggered so that complete turnover of the Board of Trustees does not occur. Each trustee's term will begin on January 1st of the year of appointment and end on December 31st of the year the term ends.

The regular appointment of Trustees by the sponsoring agencies shall occur no later than the month of December before each year when appropriate vacancies occur by expiration of a term. The appointment for the fulfillment of an unexpired term will occur within a reasonable time after any vacancy has occurred but in no event later than sixty (60) days after the Board has given a notice of vacancy to the appointing sponsoring agency.

3.04 Notice of Vacancies

1. Upon anticipated expiration of a term or in the event of a vacancy, the Board shall notify the County Judge and/or the Chair of the Hospital District Board of Managers.
2. The appointing sponsoring agencies shall post the notice of vacancy to solicit applications from interested individuals as appropriate. Such notice shall direct the applicants to forward their application to the office of the chief executive officer of the appointing agency by a deadline set in the notice. The sponsoring agencies may also send a press release to the media advising the public of the vacancy. The Board shall also send a press release to the media advising the public of the vacancy.
3. Interested persons shall complete a form to be entitled "Application for Emergence Health Network Board of Trustees Appointment" and submit it to the office of the chief executive officer of the appointing sponsoring agency. The applications shall then be forwarded to the office of the chief executive officer of the appointing sponsoring agency selected by the applicant.
4. An appointment must be made by the appropriate sponsoring agency by January 1st for a position beginning its new term or within sixty (60) days after notice of a vacancy for an unexpired term.
5. No trustee can serve more than three (3) consecutive two-year terms. A vacancy on the Board of Trustees is filled by appointment for the remainder of the unexpired term. It is understood that if an individual is appointed to fill a vacancy in an unexpired term, the person could be re-appointed to serve three (3) full terms in addition to the period of the unexpired term.
6. Each trustee appointed must sign and file any required oath of office with the sponsoring agency prior to the beginning of the trustee's tenure and fulfill all requirements mandated by law and these Bylaws, including the training required by Section 534.006 of the Texas Health and Safety Code.

Additionally, no later than the date on which a Trustee takes office and not later than the anniversary of that date, each Trustee shall annually execute and file with the Center an affidavit acknowledging that the Trustee has read the requirements for qualification, conflict of interest, and removal as required by Chapter 534 of the Texas Health and Safety Code.

3.05 Criteria for Selection

Trustees are selected in accordance with the terms of the Interlocal Agreement.

3.06 Removal of a Member from the Board of Trustees

- I. A Trustee shall be removed from the Board by a majority vote of the Board of Trustees, as then legally constituted and serving, for the following reasons:
 - A. Loss of residency in El Paso County, Texas, or the trustee's status as a qualified voter of El Paso County, Texas.

- B. Conviction of any offense classified as a felony or a misdemeanor offense including moral turpitude, the violation of any of laws, or the violation of any rules or regulations of the designated state agency which has oversight of the Center.
 - C. Failure to divest him or herself from a conflicting interest as described in Article II(D) of the Interlocal Agreement within a reasonable time after a request by the Board after its discovery.
 - D. For any of the reasons outlined under Section 534.0065 of the Texas Health and Safety Code as it now exists and as it may be modified or amended in the future. A copy of Section 534.0065 is attached to these Bylaws as Exhibit A.
2. A Trustee may be removed from the Board by a two-thirds (2/3) majority vote of the Board, as then legally constituted and serving, for the following reasons:
- A. Failure to adhere to a code of conduct or standard of attendance at meetings as determined by the Board of Trustees. An unacceptable standard of attendance is defined as three (3) consecutive absences from regular Board meetings or three (3) consecutive absences from committee meetings.
 - B. Violation of the Bylaws adopted by the Board of Trustees.
3. Should the Board of Trustees fail to remove a member of the Board as noted in Section 3.06 (1) above, the member may be removed by the appointing sponsoring agency. In this instance, the member subject to removal shall have a right to have an open hearing before this sponsoring agency if he or she so desires.
4. A Trustee subject to removal shall have a right to have an open hearing before the Board of Trustees if s/he so desires. The sponsoring agency that initially appointed the individual removed by the Board may not reverse the decision of the Board.
5. Notice or removal of any Trustee shall be documented in writing by the Chairperson. A copy of the notice shall be distributed to the appropriate sponsoring agency.

Article 4 MEETINGS OF THE BOARD

4.01 General

General. All meetings shall be announced and conducted in compliance with the Texas Open Meetings Act or its successor (Chapter 551 of the Texas Government Code, herein "TOMA").

4.02 Regular Meetings

Meetings of the Board shall normally be held monthly in El Paso, Texas at a time and place which make the meetings accessible to the public as designated by the Board.

4.03 Special or Emergency Meetings

Special or emergency Meetings of the Board may be called at the request of the Chairperson, Vice Chairperson, or a majority of Trustees. Special or emergency meetings may not be called unless notice has been given to all Trustees of the Board. In accordance with the TOMA, notice of special or emergency meetings shall be posted for at least two hours before the meeting is convened.

4.04 Annual Meeting

The annual meeting of the Board shall be held annually at such date and time as shall be designated by the Board for the election of directors and officers and the transaction of such other business as may lawfully come before the meeting.

4.05 Notice

Except as otherwise permitted by applicable law (including, by way of example and without limitation, the provisions of the TOMA) written, printed, or actual notice of any meeting of the Board shall be given prior to any meeting, either personally, by facsimile transmission, or by mail, by or at the direction

of the Chairperson, Vice Chairperson, or a majority of the Trustees who shall have called the meeting. Meetings shall be open to the public to the extent required by and in accordance with the laws of this State requiring meetings of governmental bodies to be open to the public.

4.06 Citizen Comments

Any citizen may appear before the Board and address the Board regarding mental health or intellectual developmental disabilities issues. A Citizens' Comment agenda item will, be a standing part of each Board agenda to ensure this opportunity.

4.07 Quorum

A majority of the Board Members present shall constitute a quorum. Absentee or proxy voting is not allowed.

4.08 Conduct of Meetings

Meetings shall be conducted in accordance with *Robert's Rules of Order*.

4.09 Record of Meetings

Minutes of meetings shall document conclusions, recommendations, action, and follow-up evaluation. Minutes shall be signed by the Secretary.

Article 5 OFFICERS

5.01 Number

The officers of the Board shall consist of a Chairperson, Vice Chairperson, and Secretary.

5.02 Election and, Term of Office

The Officers of the Center shall be elected annually by a majority of votes cast at an election to be held at the regular meeting of the Board in January of each year. The officers shall serve for a period of one (1) year and may be reelected for consecutive terms.

5.03 Removal

Any Officer or agent, elected or appointed, by the Board may be removed by the Board when performed in the best interest of the Center.

5.04 Vacancies

If an office shall become vacant due to death, resignation, removal, disqualification or otherwise, the Board shall elect a successor for the unexpired term.

5.05 Duties of Officers

1. Chairperson. The Chairperson shall preside at all meetings of the Board. The Chairperson shall exercise duties and responsibilities provided in these Bylaws, applicable law, or assigned by the Board. S/he shall be the chief executive of the Board, and shall perform all duties commonly required by his/her office. On at least a semi-annual basis, the Chairperson shall provide a report to the sponsoring agencies regarding Board performance.

2. Vice Chairperson. In the absence of the Chairperson, the Vice Chairperson shall perform the duties of the Chairperson.

3. Secretary. The Secretary shall:

A. Ensure the retention of all minutes, tape audio recordings, and agendas of all meetings of the Board in accordance with applicable law including, but not limited to, the TOMA.

B. Ensure appropriate Board notices in accordance with the provisions of these Bylaws, or as required by law.

C. Perform all other duties required by the office of Secretary.

5.06 Compensation

Officers and other Trustees shall not receive compensation for their services but may be reimbursed for reasonable expenses incurred in the performance of their duties for the Board.

Article 6 COMMITTEES

6.01 Standing Committees

The standing committees of the Board of Trustees shall be the Executive Committee, the Finance Committee, the Planning and Development Committee, the Public Relations and the Human Resources Committee.

6.02 Committee Members

The Chairperson of the Board shall appoint the members of all committees, except the Executive Committee, following the election of officers and when there is a vacancy on any committee. Furthermore, the Board may appoint persons from within the community who have valuable expertise, skills, experience or knowledge about a particular mental health, healthcare, business, legal, accounting, organizational governance or similar area to serve on and contribute to a standing committee of the Board (herein "Board Extenders"). Board Extenders shall only serve as consultants to the standing committees and shall not have any voting rights for matters before the Board. Any Trustee may nominate a candidate for Board Extender, with such candidate subject to a two-thirds (2/3) majority vote of the Board present at a duly posted meeting for appointment.

6.03 Committee Structure

Each Trustee shall have the opportunity to serve on at least one standing committee. The Executive and Finance Committees shall consist of at least two (2) Trustees. Board Extenders may serve on Executive and Finance Committees. All other standing committees shall consist of at least two (2) Trustees or one Trustee and one or more Board Extenders.

6.04 Term of Office

Each member of a committee shall continue as such until the next annual election of Board Officers.

6.05 Committee Chairperson

One Trustee in each committee shall be appointed by the Board Chairperson as committee chairperson.

6.06 Committee Issue Assignment

The Chairperson may assign to any standing committee an issue not clearly within the duties and responsibilities described in Section 6.14, but a two-thirds (2/3) majority of the Trustees present can recall an issue that has been referred to one committee and refer it to another.

6.07 Vacancies

Vacancies in the membership of any committee may be filled by appointment of the Board Chairperson, or by the appointment of a Board Extender, as appropriate and as prescribed, above.

6.08 Committee Recommendations

Standing committee recommendations to the Board require a two-thirds (2/3) vote of the Trustees present at a regularly-scheduled Board Meeting to defeat the recommendations, unless there is a motion to table the recommendations, in which case only a majority vote is required to approve the motion to table.

6.09 Committee Reports

A Chairperson of a committee may present a report on an issue under consideration by a committee to the Board at any Board meeting.

6.10 Chairperson Committee Membership

The Chairperson shall be an ex-officio member of all standing committees in addition to his or her membership on the Executive Committee.

6.11 Ad Hoc Committees

The Chairperson may appoint ad hoc committees as deemed necessary. The charge to ad hoc committees, membership and deadline for reports shall be announced by the Chairperson at a regular or special Board meeting.

6.12 Committee Meetings

All committees of the Board of Trustees shall announce and conduct meetings in compliance with the TOMA if such meeting constitutes a "Meeting" as defined in the TOMA. Committees shall not act in any way as to circumvent the requirements of the TOMA.

6.13 Minutes

Minutes of all committee meetings shall be taken and kept with other official documents of the Board.

6.14 Responsibilities of Committees

1. Executive Committee. The Executive Committee shall meet at least quarterly and shall consist of the Chairperson, Vice Chairperson and the Secretary. Its duties and responsibilities shall be to:

- A. Consider matters and take action under urgent or emergency situations where consideration by the whole Board is impossible or infeasible;
- B. Exercise the authority of the Board in the business and affairs of the Center in such other matters as the Board shall determine and resolve;
- C. Act as a steering committee for the Board of Trustees;
- D. Make recommendations to the Board on budgeting for Board business;
- E. Direct the process for evaluation of the CEO;
- F. Meet with the CEO at regular intervals to ensure open and direct communication between the CEO and the Board; and
- G. Negotiate a contract with the CEO.

2. Finance Committee. The Finance Committee shall meet at least quarterly and shall be responsible for:

- A. The annual budget and making recommendations to the Board on any amendment to the operating budget, and reviewing financial and statistical data;
- B. Review and make recommendations to the Board based on staff summaries of expense contracts that exceed fifty thousand dollars (\$50,000);
- C. Recommending to the Board appropriate depositories and independent auditing firms to conduct an annual audit; and
- D. Review liability/risk management program and recommend renewal or purchase of necessary insurance.

3. Planning and Development Committee. The Planning and Development Committee shall meet at least quarterly and shall be concerned with clinical services regarding:

- A. Long and short-range strategic planning;
- B. Future trends and directions;
- C. Service delivery; and

- D. Performance measures and reporting.
- 4. Human Resource Committee. The Human Resource Committee shall meet at least quarterly and shall:
 - A. Review personnel policies as provided by Center administration and recommend for Board approval;
 - B. Review employee fringe benefits annually;
 - C. Review risk management program; and
 - D. Review employee retention.
- 5. Public Relations Committee. The Public Relations Committee shall meet at least quarterly and shall:
 - A. Review public relations and marketing activities;
 - B. Promote the public image of the Center (e.g. relations with the sponsoring agencies, public relations functions, etc.); and
 - C. Oversee preparation of the Annual Report.

Article 7 CONTRACTUAL CAPACITY

7.01 Contracts

Contracts entered into in the ordinary course of business may be signed by the Chairperson. Any contract executed on behalf of the Center which is not in the ordinary course of business shall be first authorized by the Board. The Board may authorize, by resolution, any Officer or Officers, agent or agents, to enter into any contract subject to review as provided in these Bylaws, or execute and deliver any instrument in the name of and on behalf of the Center. The authorized contractual authority may be general or specifically defined. It is understood that the Board of Trustees' contractual capacity should only enhance its governance role. The Board shall delegate broad contractual powers to the CEO not to exceed expense contracts in excess of fifty thousand dollars (\$50,000).

Article 8 INDEMNIFICATION OF TRUSTEES, OFFICERS, AND OTHERS

8.01 Right to Immunity and Exemptions

The Trustees and Officers shall be entitled to legal privileges and immunities permitted by applicable law and regulations.

Article 9 CONFLICT OF INTEREST

9.01 General

The Board shall follow all applicable laws, regulations, and policies regarding conflicts of interest. The Board should perform its stewardship function in an honest manner so as to instill public confidence in the Center. Trustees should make independent decisions in the best interest of the Center. Trustees are required to completely disclose real or apparent conflicts of interest.

9.02 Specific Requirements

Trustees shall not breach any of the conflict of interests set forth in Section 534.0065 of the Texas Health and Safety Code, the Board's Conflict of Interest Policy and Article II(D) of the Interlocal Agreement.

Article 10 FISCAL YEAR

10.01 Fiscal Year

The fiscal year of the organization shall end on the last day of the month of August.

**Article II
AMENDMENTS**

11.01 Amendments

These Bylaws may be amended at any meeting of the Board provided that notice of the amendment(s) is given in accordance with Section 4.05 of these Bylaws. Two thirds (2/3) of the Trustees present must vote to approve an amendment in order for these Bylaws to be amended.

**Article 12
MISCELLANEOUS PROVISIONS**

12.01 Applicable Law and Venue

For purposes of determining the law governing the same, these Bylaws are entered into in the City and County of El Paso, State of Texas, and shall be governed by the laws of the State of Texas. Venue shall be in El Paso County, Texas.

12.02 Legal Construction

Should any Bylaw provision be held to be invalid, illegal, or unenforceable in any respect, the remainder of the Bylaws shall nevertheless be valid.

12.03 Overriding Provisions

Should any provisions of these Bylaws conflict with any provision of the Interlocal Agreement, the provisions of the Interlocal Agreement shall govern and control.

Exhibit A

TEXAS HEALTH AND SAFETY CODE § 534.0065.

QUALIFICATIONS; CONFLICT OF INTEREST; REMOVAL

(a) As a local public official, a member of the board of trustees of a community center shall uphold the member's position of public trust by meeting and maintaining the applicable qualifications for membership and by complying with the applicable requirements relating to conflicts of interest.

(b) A person is not eligible for appointment as a member of a board of trustees if the person or the person's spouse:

(1) owns or controls, directly or indirectly, more than a 10 percent interest in a business entity or other organization receiving funds from the community center by contract or other method; or

(2) uses or receives a substantial amount of tangible goods or funds from the community center, other than:

(A) compensation or reimbursement authorized by law for board of trustees membership, attendance, or expenses; or

(B) as a consumer or as a family member of a client or patient receiving services from the community center.

(c) The primary residence of a member of the board of trustees must be in the local service area the member represents.

(d) A member of the board of trustees is subject to Chapter 171, Local Government Code.

(e) A member of the board of trustees may not:

(1) refer for services a client or patient to a business entity owned or controlled by a member of the board of trustees, unless the business entity is the only business entity that provides the needed services within the jurisdiction of the community center;

(2) use a community center facility in the conduct of a business entity owned or controlled by that member;

(3) solicit, accept, or agree to accept from another person or business entity a benefit in return for the member's decision, opinion, recommendation, vote, or other exercise of discretion as a local public official or for a violation of a duty imposed by law;

(4) receive any benefit for the referral of a client or a patient to the community center or to another business entity;

(5) appoint, vote for, or confirm the appointment of a person to a paid office or position with the community center if the person is related to a member of the board of trustees by affinity within the second degree or by consanguinity within the third degree; or

(6) solicit or receive a political contribution from a supplier to or contractor with the community center.

(f) Not later than the date on which a member of the board of trustees takes office by appointment or reappointment and not later than the anniversary of that date, each member shall annually execute and file with the community center an affidavit acknowledging that the member has read the requirements for qualification, conflict of interest, and removal prescribed by this chapter.

(g) In addition to any grounds for removal adopted under Section 534.004(a), it is a ground for removal of a member of a board of trustees if the member:

(1) violates Chapter 171, Local Government Code;

(2) is not eligible for appointment to the board of trustees at the time of appointment as provided by Subsections (b) and (c);

(3) does not maintain during service on the board of trustees the qualifications required by Subsections (b) and (c);

(4) violates a provision of Subsection (e);

(5) violates a provision of Section 534.0115; or

(6) does not execute the affidavit required by Subsection (f).

(h) If a board of trustees is composed of members of the governing body of a local agency or organizational combination of local agencies, this section applies only to the qualifications for and removal from membership on the board of trustees.



COUNTY OF EL PASO

Application for Boards, Commissions, and Committees

Name: _____ Voting Precinct: _____

List the Board(s), Commission(s), and/or Committee(s) you are particularly interested in:

Home Address: _____
STREET CITY STATE ZIP

Phone number: _____ Cell Phone number: _____

E-mail address: _____

PURSUANT TO TEXAS GOVERNMENT CODE, SEC. 522.021. I ELECT THAT MY HOME ADDRESS & TELEPHONE NUMBER (CHECK ONE): MAY BE RELEASED / SHALL NOT BE RELEASED TO THE PUBLIC UPON REQUEST UNDER THE TEXAS OPEN RECORDS ACT. FAILURE TO MAKE A DESIGNATION RESULTS IN INFORMATION BEING AVAILABLE FOR PUBLIC ACCESS.

Length of Residency in El Paso County: _____ (Years/Months)

Place of Employment: _____

Business Address: _____
STREET CITY STATE ZIP

Telephone: () _____ Fax Number: () _____

Professional Background:

Educational Background:

Three (3) personal or professional references not related to you:

NAME _____ PHONE # _____ YEARS KNOWN _____

NAME _____ PHONE # _____ YEARS KNOWN _____

NAME _____ PHONE # _____ YEARS KNOWN _____

Previous volunteer organizations and/or community service:

Do you have property in El Paso County under your name? _____ (Yes) _____ (No)

Are your property taxes currently paid? _____(Yes) _____(No) If not, please give a brief explanation:

Are you aware of any matter that could be considered a conflict that should be disclosed before you are considered for appointment?

If so, please describe the matter.

Signature: _____

Date: _____

Application should be submitted to:

El Paso County Human Resource Department
Attn: County Boards
800 E. Overland, Ste. 223
El Paso, Texas 79901
Ph. (915) 546-2218 Fax (915) 546-8126



**BACKGROUND INVESTIGATION
AUTHORIZATION FORM
RELEASE OF CONFIDENTIAL INFORMATION**

Dear Applicant:

The County of El Paso conducts background investigations on applicants in various departments. This effort is part of the selection process and requires your authorization. By signing this document you acknowledge that you are voluntarily granting permission to the County of El Paso to conduct a background check and you authorize relevant parties to release confidential information. The information will remain confidential and will not be disclosed except _____.

I, _____, further hereby authorize the County of El Paso Human Resources Department to obtain all confidential records and information pertaining to a complete background investigation. This may include items such as (but not limited to): personal references, work references, Police Records, Sheriff Records, Driving Record, and any open record request.

_____ Full Legal Name	_____ Maiden Name (If Applicable)
_____ Street Address	_____ City/State/Zip Code
_____ Social Security Number	_____ Driver's License Number/State
_____ Date of Birth	_____ Email

List the cities and states in which you have lived in the past 10 years.

- | | |
|----------|----------|
| 1. _____ | 4. _____ |
| 2. _____ | 5. _____ |
| 3. _____ | 6. _____ |

Signature of Applicant