By-Laws

TENNESSEE SUICIDE PREVENTION ADVISORY COUNCIL

ARTICLE I – NAME

The name of the organization shall be the Tennessee Suicide Prevention Network Advisory Council (hereinafter referred to as “the Council”).

ARTICLE II - Mission Statement

The Tennessee Suicide Prevention Network Advisory Council shall be an independent, non-partisan, voluntary group of individuals, organizations, and agencies (public and private) who promote community awareness of the signs of suicide and intervention strategies for the prevention of suicide.

The council’s goal is to coordinate implementation of the Tennessee Suicide Prevention Strategy, based on the National Strategy for Suicide Prevention.

The council will work to support and accomplish the following strategies:

- Promote awareness that suicide is a public health problem that is preventable.
- Develop broad-based support for suicide prevention.
- Develop & implement strategies to reduce the stigma associated with being a consumer of mental health, substance abuse, and suicide prevention services.
- Develop and implement suicide prevention programs.
- Promote efforts to reduce easy access to self-harm or suicide.
- Implement training for recognition of at-risk behavior and delivery of effective treatment.
- Develop and promote effective clinical and professional practices.
- Improve access to and community linkages with mental health and substance abuse services.
- Improve reporting and portrayals of suicidal behavior, mental illness, and substance abuse in the entertainment and news media.
- Promote and support research on suicide and suicide prevention.
ARTICLE III ~ MEMBERSHIP AND MEETINGS

Members

All Council powers shall be exercised by or under the authority of the Council membership, and all the business and affairs of the Council shall be managed under the direction of the membership.

Selection

The voting membership shall consist confirmed appointees of the Office of the Governor and shall include representatives of survivors, attempters, private health care professionals, clergy, teachers, correctional workers, family members, nursing home workers, day care workers and advocates. Each of the nine regions should have up to or no more than three people that represent their regions as voting members.

The membership of the Council may include appointments of representatives to serve as ex-officio from the following Departments.

- Tennessee Bureau of Investigation
- Tennessee Commission on Aging and Disability
- Tennessee Commission on Children and Youth
- Tennessee Department of Children’s Services
- Tennessee Department of Correction
- Tennessee Department of Education
- Tennessee Department of Health
- Tennessee Department of Human Resources
- Tennessee Department of Human Services
- Tennessee Department of Intellectual and Developmental Disabilities
- Tennessee Department of Mental Health and Substance Abuse Services
- Tennessee Department of Safety and Homeland Security
- Tennessee Department of Veterans Services
- Tennessee National Guard

The Council shall strive to promote cultural and geographic diversity within the membership.

Gubernatorial Appointments to TSPN

Nominations may be received from the floor. The slate of nominees will be recommended to the Governor of Tennessee or his or her designee, Commissioner of the Tennessee Executive Branch that is responsible for mental health services/public health for appointment to the Council.

Election of Officers to TSPN Executive Committee
The Nominating Committee shall have the responsibility to make nominations for the Council membership and slate of officers. The Council Chair shall appoint the Chair of the Nominating Committee. The Nominating Committee Chair shall select a Nominating Committee, which will include a Council member from each of the remaining eight regions. Not more than one Nominating Committee member shall be chosen from each region.

At the Council Chair’s discretion, the members of the Executive Committee may serve as the Nominating Committee.

Term

Council members will be appointed for a two-year term beginning on October of each year. There is no limit to the number of terms a Council member may serve.

Council Meetings Time

The Council meetings are traditionally scheduled and held three times yearly:

- On the second Wednesday in February
- During the annual retreat in June (as funding permits)
- Following the Suicide Prevention Awareness Day event, customarily held on the second Wednesday in September

**Note: Meeting dates are subject to change at the discretion of the TSPN Executive Committee**

Special Meetings of the Council

Special meetings of the Council may be called by the Chair or Co-Chair. Special meetings must be preceded by at least ten days’ notice of the date, time, place, and purpose of the meeting, to each officer and Council member via mail, email, or telephone.

Voting

Voting members shall include representatives of the regional groups as stated above. The affirmative vote of the eligible voting members present is the act of the council. A member who is present at a meeting of the council when Council action is taken is deemed to have assented to such action, unless; 1) such member objects at the beginning of the meeting (or promptly upon arrival) to holding the meeting or transacting business at the meeting or, 2) such member’s dissent or abstention from the action taken is entered in the minutes of the meeting. All motions passing shall be by majority vote.

Only the three (3) appointed members of each regional network have voting privileges, as do members of the Emeritus Group. Regional alternates may not vote. Ex-Officio members may not vote.
Resignation

A member may resign at any time by delivering written notice to the Council, the Chair, or the Executive Director. A resignation is effective when the notice is delivered unless the notice specifies a later effective date.

Vacancy

Any vacancy on the Council for any cause shall be filled for the unexpired term by vote of the council at the next regularly scheduled meeting of the Council.

Termination

Any member who misses two (2) consecutive meetings without good cause may be subject to termination.

ARTICLE IV ~ OFFICERS

Officers

The officers of the Council shall be the Chair, Chair-Elect, Vice-Chair, and Secretary, Treasurer, Past Chair.

Resignation

An officer may resign at any time by delivering written notice to the Council. Such resignation is effective when such notice is delivered unless notice specifies a later effective date.

Vacancy

Any vacancy in an office for any cause may be filled for the unexpired portion of the term by vote of the Council at the next scheduled Council meeting.

Alternately, the Council Chair may appoint another Council member not on the Executive Committee to fill the vacancy, with the approval of the rest of the Council.

Duties of the Chair

The Chair shall facilitate all Council meetings. The Chair may attend Committee meetings in an advisory, non-voting capacity. The Chair of the Advisory Council shall chair the Executive Committee of the Tennessee Suicide Prevention Network.

Duties of the Chair-Elect
The Chair-Elect shall be an active executive officer of the Council, shall assist the Chair by facilitating meetings in the absence of the chair, and shall perform such other duties as the Council may from time to time prescribe. The Chair-Elect shall chair the Advocacy committee.

**Duties of the Vice-Chair**

The Vice-Chair shall attend all meetings of the Council and the Executive Committee and shall oversee outreach and strategic planning related to Network projects. The Vice-Chair shall perform such other duties incident to the office of Vice-Chair as prescribed from time to time by the Council.

**Duties of the Secretary**

The Secretary shall attend all meetings of the Council and the Executive Committee and shall review minutes prior to being sent to the full Advisory Council for a vote. The Secretary shall perform such other duties incident to the office of Secretary as prescribed from time to time by the Council.

**Duties of the Treasurer**

The Treasurer shall attend all meetings of the Council and the Executive Committee and shall review and present regular reports from the host agency concerning finances of TSPN. This account is used for sponsorships, donations and other non-contract funds. The Treasurer shall perform such other duties incident to the office of Treasurer as prescribed from time to time by the Council.

**Duties of the Past Chair**

The Past Chair shall attend all meeting of the Council and the Executive Committee and shall serve to consult with the Executive Committee. The Past Chair shall chair the Emeritus subcommittee with voting rights. The Past Chair shall perform such other duties incident to the office of Past Chair as prescribed from time to time by the Council. The Past Chair may attend Executive committee meetings in an advisory capacity without voting rights in the Executive Committee.

**Term**

The term of office of all officers shall be one (1) year beginning October 1 of each year. An officer may be re-elected for one (1) consecutive, one-year term per office.

**ARTICLE V ~ COMMITTEES**

**Executive Committees**

The Executive Committee shall consist of the officers and the Executive Director.
The immediate past Chair of the Council may serve on the Executive Committee in a non-voting capacity.

The Executive Committee shall conduct necessary business of the Council between semi-annual meetings.

**Appointment of Committees**

There shall be such standing and special committees as the Advisory Council may from time to time determine, or as shall be appointed by the Chair and the Tennessee Suicide Prevention Network Executive Director.

**ARTICLE VI ~ CORPORATE ACTIONS**

**Fiscal Year**

The fiscal year of the Council shall be October 1 through September 30 of each year.

**Amendments**

Amendments maybe recommended at any regularly scheduled meeting of the Council by the membership by majority vote provided that the proposed amendment(s) have been mailed to all members fourteen days in advance of the meeting.

**Parliamentary Authority**

Robert’s Rules of Order Revised shall be observed in meetings of the Council.

DRAFT: September 2001
COUNCIL Approved: September 26, 2001
Governor’s Approved: September 28, 2001
Effective Date: October 1, 2001
Revised June 8, 2017
Revised July 22, 2020