

FRYSC Advisory Council – Responsibilities



Advisory Council Approvals:

Previous Meeting Minutes Approval	Every Meeting	Vote & Document in Current Meeting Minutes
Budget Report Approval	Every Meeting	Vote & Document in Current Meeting Minutes
New Budget Approval	Annually – Generally in April or May	Vote & Document in Current Meeting Minutes
Nominate & Vote Council Officers	According to Bylaws	Vote & Document in Current Meeting Minutes; Update Council Listing in FRYSC Counts if Necessary
Review / Revise (if needed) Council Bylaws	At least Bi-Annually according to Bylaws	Follow Procedures in Bylaws; Upload New Approved Version (if needed) to FRYSC Counts
Continuation Program Plan Approval including Council Assurances	Bi-Annually	Vote & Document in Current Meeting Minutes; Chairperson Signs Assurances
Center Operations Amendment Approval	As Needed	Vote, Document in Current Meeting Minutes, Submit for RPM Approval
Action Components Amendment Approval	As Needed	Vote, Document in Current Meeting Minutes, Submit for RPM Approval
Budget Amendment Approval	As Needed	Vote, Document in Current Meeting Minutes, Submit for RPM Approval

Advisory Council Reviews:

Center Report: Action Components Activity/Intervention Updates Program Evaluation Results	Every Meeting	Document in Current Meeting Minutes
Standards Report	Every Meeting	Document in Current Meeting Minutes
Review of Needs Assessment Results	Bi-Annually	Document in Current Meeting Minutes
Council Member Involvement in Hiring of New Coordinator	As Needed	As Determined by AC Bylaws, District Contact Submits Hiring Form