



CHILD PROTECTION ROUNDTABLE – CHARTER

(As Originally Approved November 9, 2016 and Amended July 19, 2018)

PREAMBLE

Texas has emerged as the epicenter of the growth in our nation’s child population in the 21st Century. The good news is that every day, millions of Texas parents make raising their children their highest family priority, giving their children a strong start toward a fulfilling and productive life.

Unfortunately, that is not every child’s reality. Far too many Texas children are subjected to abuse and neglect with staggering adverse legal, moral and economic consequences to these children and our society.

The Child Protection Roundtable (the “Roundtable”) was founded in 2008 as a means to convene the leading voices of child protection across Texas and to empower those diverse voices to speak with unity, shared purpose and maximum impact.

The Roundtable serves as a convener for those organizations engaged in child welfare which share a child-centered common vision and seek to leverage data, resources and strategy to achieve more progress collectively than could be achieved individually.

TexProtects and its founder, Madeline McClure, were the driving force in launching the Roundtable and have invested substantial time, effort and resources to bring the Roundtable to its present level of impact.

Madeline and TexProtects deserve great credit and gratitude for their efforts – as do the many individuals who actively engage in the Roundtable’s work, contributing in many ways large and small toward protecting our state’s most precious resource - our children.

MISSION

The mission of the Child Protection Roundtable is to be the leading voice and driving force in child protection public policy and governmental action in Texas that:

- **Helps prevent child abuse and neglect before it occurs;**
- **Ensures protection and well-being of children and youth who come into state care; and**
- **Heals the ongoing trauma and other adverse consequences experienced by children and youth as the result of maltreatment.**

I. AREAS OF POLICY FOCUS

A. COMMITTEES

The policy focus of the Roundtable involves the following three distinct areas of concern, which taken collectively represent a continuum built around children and youth who have experienced maltreatment. The Roundtable will establish and maintain a Standing Committee to address each of these areas of policy focus:

- Child Abuse Prevention and Early Intervention: policies, programs and practices designed to promote the prevention of child abuse and neglect before it occurs, and early intervention in family circumstances that present elevated risk of abuse and neglect to children and youth.
- Child Protection System Improvements: policies, programs and practices to address the protection and well-being of children and youth in substitute care, including those of the Texas Department of Family and Protective Services as well as those of other service providers and stakeholders in the system.
- Child Healing and Preparation for Adulthood: policies, programs and practices that provide children and youth who have been maltreated with mental health care services to heal their trauma and life skills to prepare them for the next stages of their journeys into adulthood.

By working to assure that our child protection system addresses all three priorities, we have the best hope of disrupting the intergenerational cycle of abuse and neglect through reducing and ideally eliminating the number of children and youth who the system fails, and increasing the chances that every Texas child will have the same opportunity for lifelong success as those who are so fortunate as to have their upbringing be the top priority of their families.

Each Standing Committee will select a Standing Committee Chair from among its participating Regular Members (as defined in Section III.A.) for a term that coincides with terms for members of the Steering Committee (as defined in Section II.A.). Standing Committee Chairs may create subcommittees as appropriate to aid in performing the work of the Standing Committee.

B. CONSENSUS POLICY AGENDA

During each even-numbered year, the Roundtable will develop, adopt and thereafter communicate to Texas policy makers a Consensus Policy Agenda that sets forth both state budget recommendations and other policy priorities for consideration by the Legislature and Governor.

The procedures for development and adoption of the Consensus Policy Agenda will be established by the Steering Committee.

II. GOVERNANCE AND ADMINISTRATION

A. STEERING COMMITTEE

The Roundtable will be governed and administered by a Steering Committee consisting of up to five (5) senior level representatives employed by five (5) different Regular Members, as follows:

- Up to four (4) senior level representatives of Regular Members to be selected by vote of the Regular Members of the Roundtable; and
- One (1) senior level representative of, and designated by, TexProtects, the Roundtable's founding organization and the backbone organization for Roundtable operations

The Steering Committee will be selected at the June meeting of the Roundtable in each odd-numbered year or as close to that time as reasonably practicable from June 2017 forward, and will serve for a two-year term that will conclude following the end of the next biennial Texas Legislature and upon the election of its members for the subsequent term.

The Steering Committee will select a Chair and Vice-Chair, and may adopt such procedures for its meetings as it deems appropriate with the goal of reaching decisions by consensus as frequently as possible. Steering Committee Members are permitted to designate alternate representatives employed by their respective organizations to participate in Steering Committee discussions and decision-making. The Chair and Vice-Chair shall have general authority to coordinate management of day-to-day Roundtable matters, and shall keep the other members of the Steering Committee informed as to such matters.

For the period from January 2017 through the end of the 85th Texas Legislature in May 2017, and the election of members for the subsequent two-year term as set forth above, an interim Steering Committee will be selected at the January 2017 meeting of the Roundtable in the same manner as directed for subsequent full two-year terms set forth above, except that the designee of TexProtects will serve as Chair during this interim period.

The primary responsibilities of the Steering Committee in implementation of this Charter will consist of the following:

- Administrative Workload Allocation – The up to four organizations whose representatives are elected to serve on the Steering Committee will be expected to share in the Roundtable's administrative workload in accordance with an arrangement to be developed and agreed upon by the members of the Steering Committee. Although the Roundtable anticipates that TexProtects will continue to serve as its backbone organization, it is recognized that shared governance and shared responsibility for the work go hand in hand, and the Steering Committee will be responsible for both achieving clarity as to the workload allocation and communicating the delineation of that allocation to the full membership of the Roundtable.

- Additional Committees or Task Forces - The Steering Committee may from time to time establish additional committees or task forces to (a) address additional areas of policy concern that may not rise to the level of requiring a Standing Committee but may need shorter-term or more intensive attention, or (b) address structural, governance and operational issues of the Roundtable.
- Agenda Support – The Steering Committee may seek third-party support for all or any portion of the Consensus Agenda.
- Financial Contributions and Support – The Steering Committee may recommend the establishment of a contribution structure for Regular Members for the purpose of defraying the reasonable and necessary costs and expenses incurred to operate the Roundtable. This recommendation shall be subject to approval by the Regular Members of the Roundtable and shall be accompanied by a budget of the costs and expenses to be defrayed. Additionally, the Steering Committee may seek external third-party funding for Roundtable activities and initiatives as it deems appropriate.
- Membership Selection – The Steering Committee will make all determinations regarding Roundtable membership consistent with the Membership section of this Charter.
- Rapid Response Decision-Making – The Steering Committee shall have limited authority, in the event it is impractical for the full Roundtable to be convened in a timely manner, to authorize a Roundtable position to support, amend or oppose any proposed legislation that is outside the scope of the specific policy positions set forth in the Consensus Policy Agenda to the extent the Steering Committee has a good faith belief that the position is consistent with the letter and spirit of the Consensus Policy Agenda and the Roundtable’s prior policy discussions. Steering Committee decisions of this nature shall be subject to ratification at the next meeting of the Roundtable.
- Other Matters – The Steering Committee may address other matters not enumerated in this Charter in such manner as it deems appropriate, and may refer questions to the full membership of the Roundtable for feedback or determination as it deems advisable.

B. ROUNDTABLE PRESIDING REPRESENTATIVES

Roundtable meetings will be presided over by the senior level representative designated by the organization that employs the Steering Committee Chair, or in the absence of that representative, the senior level representative designated by the organization that employs the Steering Committee Vice-Chair, or by agreement of the Steering Committee, may be rotated among the five senior level representatives who serve on the Steering Committee.

III. MEMBERSHIP

A. CATEGORIES OF MEMBERSHIP AND PARTNERSHIP

The Roundtable will include the following types of members:

- Regular Members – This category includes all members who are eligible to participate in all aspects of the Roundtable’s work, including voting on matters of policy positions.
- Resource Members – This category includes members who are eligible to participate in all aspects of the Roundtable’s work except for voting on matters of policy positions. This category will include all representatives of the Executive, Legislative and Judicial Branches of the State of Texas and any other organizations and entities who are restricted from or otherwise choose to not vote on matters of policy positions.

Each present and new member of the Roundtable will complete and submit a membership commitment form substantially in the form attached as Exhibit A, which form may be modified by the Steering Committee from time to time as it deems appropriate.

Any public or private sector organization or entity may either be invited to, or apply for, membership in the Roundtable in the appropriate category. The Steering Committee will make all determinations concerning admission, rejection or termination of Roundtable membership in such manner as it deems appropriate in its sole discretion.

B. PARTICIPATION BY REGULAR AND RESOURCE MEMBERS

All Roundtable Members are strongly encouraged to participate in Roundtable activities and initiatives to the maximum possible extent, recognizing that the Roundtable is best able to achieve its mission when its Members are fully engaged in the work.

Except as set forth below, Regular and Resource Members are permitted to have representatives present at all meetings of the Roundtable and of those Standing Committees and Subcommittees in which the Member has elected to participate, and will be notified of all scheduled meetings in a timely manner. The Steering Committee may elect to limit participation in any meeting to the Regular Members as it may deem appropriate from time to time.

Regular and Resource Members are permitted to be represented at meetings by third-party consultants, and in those instances the consultants will be expected to (a) disclose the organization on whose behalf the consultant is participating; (b) vote the position of the organization being represented without regard to the interests of any other clients the consultant may represent; (c) not use any information gleaned from Roundtable discussions for the benefit of any other client; and (d) to the extent the consultant becomes aware that any position being taken by the Roundtable is one which another of the consultant’s clients would

oppose, to disclose that positional conflict to the Roundtable Chair, the relevant Standing Committee Chair or the Steering Committee as appropriate.

With respect to the Consensus Policy Agenda, each Regular Member has the option to either (a) express full support and be listed as a public supporter of the Consensus Policy Agenda or (b) abstain from that determination and not be listed as a supporter. In either event, if any Regular Member of the Roundtable intends to express opposition to any one or more items in the Consensus Policy Agenda whether at the Legislature or otherwise in the public domain, the member must disclose that intention to the Roundtable Chair and the Steering Committee. While it is not expected that every Roundtable Member will agree on every issue, it is vital to the effectiveness of the Roundtable that its members speak with one voice on the key policy questions relating to the Roundtable's mission, and this requirement is intended to promote unity to the maximum possible degree.

IV. OTHER MATTERS AND GENERAL PROVISIONS

- Notification and Voting Requirements:
 - At least ten (10) days prior notice of the time and place of all meetings of the Roundtable shall be given to all Regular and Resource Members. At least five (5) days prior notice of the time and place of all meetings of Standing Committees, Subcommittees and Task Forces shall be given to all Regular and Resource Members who have requested the opportunity to participate in these meetings, respectively.
 - All specific matters to come before the Roundtable shall be communicated to all Regular Members at least three (3) days in advance of the Roundtable meeting at which the matter is to be decided upon, or such longer period of advance notice as the Steering Committee may determine appropriate. This notification shall include a description of the item to be decided upon and supporting materials as appropriate.
 - All Regular Members shall have one (1) vote per matter to be decided upon and must be present in person or by telephone in order to cast its vote. This requirement is intended to recognize the importance of hearing all points of view before participating in making a Roundtable decision.
 - Except as otherwise set forth in this Charter or as otherwise determined by the Steering Committee, all matters to come before the Roundtable or any of its committees or task forces shall be decided by a simple majority vote of those Regular Members present and voting.
- Meeting Participation Protocol:
 - Roundtable meetings, as well as meetings of its Standing Committees, Subcommittees and Task Forces are intended to promote thorough discussion of all items under consideration in a manner that is both respectful of all points of view being expressed and of the confidentiality of individual comments offered

by Roundtable Members at its meetings unless confidentiality is waived by the Member in question.

- The Roundtable seeks to make its decisions by consensus to the maximum possible extent. In those instances where the decision making process requires the use of any form of parliamentary procedure, the most recent edition of Robert's Rules of Order shall govern the application of those procedures.
- While no quorum requirements are set forth in this Charter, the Steering Committee may adopt a quorum requirement for the consideration of specific matters warranting assurance of broader participation at its discretion.
- Communications Protocol:
 - The Steering Committee shall establish a protocol for the Roundtable with respect to authority for any Roundtable Member or Member's representative to speak for the Roundtable or to communicate a Roundtable position in the public domain on any topic.
 - The Consensus Policy Agenda to be developed and communicated by the Roundtable shall identify the designated lead organization for each budget or policy agenda item included in the Consensus Policy Agenda. This requirement promotes both the value of shared endeavors among Roundtable Members and efficiency in knowing which Roundtable Member to approach for information or with offers of assistance to advance the agenda item in question.
- Charter Amendments:
 - This Charter may be amended from time to time by a three-quarters vote of the Regular Members of the Roundtable present and voting.
 - Any proposed amendments to this Charter must be authorized for consideration by the Steering Committee and communicated to all Regular Members of the Roundtable at least ten (10) days in advance of their consideration.
 - This Charter will be reviewed in its entirety in the eighth year following its effective date (i.e. 2025), or at such earlier time as determined by the Steering Committee, in order to assure it remains appropriate in all respects to the Roundtable's mission, endeavors and actual practices.
- Effective Date: This Charter shall become effective on January 1, 2017 and shall remain effective as the same may be amended from time to time until a new charter or other governing document is adopted.