

# Texas Home Visitation Consortium

## Guidelines

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**Mission of the Texas Home Visitation Consortium:** To bring together Texas home visitation programs to increase the awareness of home visitation in Texas and to coordinate legislative efforts.

**Facilitating Organization:** The Texas Home Visitation Consortium (HVC) was reorganized by TexProtects in 2012. TexProtects will serve as the facilitating organization of the HVC and is a member of the HVC.

**Membership:** Membership into the HV Consortium is by invitation only and is determined by member nominations and a majority vote. Membership will include state home visitation programs that are evidence based and may include those that qualify as promising practices. The HVC will determine the definitions of evidence based and promising practice. If a member chooses to leave the HVC, they will notify the facilitating organization in writing.

**Voting:** All member organizations have voting privileges. Each organization is entitled to one vote and will designate a voting representative. The voting representative can send a designee to vote in his or her place. Unless otherwise specified, all votes are a simple majority.

**Multiple Providers of Same Model:** A model can only have one vote. Multiple providers of the same model can be admitted as collaborative members if membership decides upon it by a majority vote. If a provider provides more than one model it is up to the voting members to decide if they what to admit the provider and what status they want to grant.

**Collaborative Members:** The HVC can have collaborative members that serve to provide information on community-based efforts that impact home visiting. The purpose of such membership is to ensure the HVC is informed about activities and efforts around the state that impact home visiting. Collaborative Members can be affiliated with a particular program and/or model. Collaborative members do not have voting privileges.

**Resource Liaison:** The HVC will have members that are identified as resource liaisons. Resource liaisons are not to be affiliated with any particular program or home visiting model. Resource liaisons do not have voting privileges.

**State Resources:** State agencies and their employees may provide information and data concerning state home visiting programs and early childhood comprehensive systems, but they do not participate in legislative or advocacy efforts. State agencies do not have voting privileges.

**Purpose of the Guidelines:** In order to operate as efficiently and as effectively as possible, the HVC has adopted a set of guidelines to govern its mission and its operation.

### Guidelines

1. In the time between each Texas' state regular legislative session (interim), the HVC will meet at least quarterly to develop and implement a strategy to increase the awareness of home visitation in Texas and to develop a legislative agenda of public policy items. The fall leading up to the regular session and during the regular legislative session, the HVC may meet monthly to develop advocacy strategies to implement the legislative agenda, monitor progress of the legislative agenda and to develop legislative endorsements where possible.

2. The HVC meetings will be facilitated by TexProtects. The facilitating organization will be responsible for the recording and dissemination of all meeting minutes.
3. In order to facilitate the development of ideas, the HVC may create subcommittees/ad hoc committees.
  - a. A HVC member can join any subcommittee/ad hoc committee.
  - b. A HVC member can join more than one subcommittee/ad hoc committee.
  - c. A member from within the group will lead the subcommittee/ad hoc committee. This person will be decided upon by majority vote of the HVC subcommittee/ad hoc committee members present.
  - d. A member of the founding organization will staff the subcommittees/ad hoc committees.
  - e. The subcommittees/ad hoc committees will conduct business on a simple majority vote basis unless the subcommittee/ad hoc committee votes otherwise.
4. Adoption of legislative items:
  - a. The legislative agenda will consist of legislative ideas and budget items that promote home visitation in Texas.
  - b. Any member may propose an idea to be included in the legislative agenda.
  - c. Legislative agenda items will be voted on by the HVC members. At least three days' notice will be given to all HVC members of the items to be presented and voted on.
  - d. Postponement of this vote can occur by majority vote. If this occurs, the vote will take place at the next HVC meeting, conference call or email exchange (as determined by the HVC).
  - e. In order for an item to be adopted as part of the legislative agenda a quorum of the members must be present and it must receive a 4/5 majority vote of the HVC members present<sup>1</sup>, with a unanimous vote as the goal.
5. Endorsement of a legislative agenda:
  - a. A HVC member will not be listed as endorsing the legislative agenda until written consent is given.
  - b. A HVC member that endorses the legislative agenda will be listed in materials supporting the agenda. However, an HVC member can endorse the agenda and opt out of having its name listed on materials developed in relation to the agenda.

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<sup>1</sup> HVC members participating via conference call are considered present and are eligible to vote.

- c. A HVC member who endorses the legislative agenda will help promote the agenda in the way it sees fit. There is no requirement that the member take any specific actions although, participation in promoting the HVC agenda is encouraged.
  - d. A HVC member who endorses the legislative agenda pledges that it will not work against or in opposition to the legislative agenda.
  - e. If a HVC member feels that their position must deviate from the legislative agenda, it will notify the HVC membership via the facilitating organization.
  - f. Other community organizations are free to add their endorsement of the legislative agenda via written consent, unless a majority of the HVC members vote against having the community organization included as an endorser. A vote is triggered if one HVC member objects to a community organization's endorsement.
6. Possible endorsement of bills that don't originate in the HVC:
- a. The HVC may choose to endorse bills that reflect the goals of the HVC.
  - b. In order to receive the endorsement of the HVC a bill must receive unanimous consent from all HVC members.
7. The facilitating organization will develop HVC materials to promote home visitation in Texas and the HVC legislative agenda. HVC members will have an opportunity for input in the development of these materials. If a HVC member objects to a specific item, it can call for a vote by the HVC.