**Section 334.6 Requirements of the Governing Boards of the Local Board or Service System**

a) Any body, in order to be recognized as the governing board of a local board or local service system, shall be legally incorporated under the laws of the State of Illinois and must not be a profit-making corporation.

b) Subcomponents of a larger not-for-profit corporation may be recognized by the Secretary, on a case by case basis, as local service systems if they meet the requirements in Section 334.6(c) through (f) of this Part.

c) The board of the local board or local service system shall conduct at least six meetings per year with an attendance of at least 51% of the membership at each meeting.

d) No member of the board of the local board or local service system may have any direct financial interest in any Department-funded program.

e) The board of the local board or local service system shall have the following authority and responsibilities:

1) Review and approval of at least summaries of all youth service proposals, grants, plans and budgets submitted to the Department by the local board or local service system.

2) Review and approval of all summaries of program and fiscal reports submitted to the Department.

3) Overall review, approval and monitoring of expenditures in accordance with Departmental contracts.

4) Appointment and oversight of the chief executive officer of the local board or local service system.

5) Maintenance of written records of all meetings of the governing board.

6) Monitoring of the implementation of the personnel policy.

7) Review, approval and monitoring of all contracts and subcontracts established.

8) Ensuring that all relevant laws, regulations and procedures are complied with including all laws, Department rules, procedures and contract requirements and guidelines.

9) Assuring that youth service grants, contracts and budgets are implemented as approved.

10) Approval and monitoring of all aspects of a service provision within the service area.

11) Approval of an affirmative action plan.

f) Each board of the local board or local service system shall have the following membership composition:

1) A minimum of 11 members.

2) Representatives of at least the following community perspectives, provided that those representatives will not advocate for the specific organization with which they are affiliated:

A) Law enforcement

B) Juvenile court, probation, state's attorney, court advocates or court volunteers

C) Education

D) Persons 23 years of age or less

E) Religious community

F) Social service or service organizations

G) Commerce or labor

3) Membership shall reflect the demographic composition of the service area. The majority of members shall live in the service area.

4) No member of the board of the local board or local service system may have a direct financial interest in the affairs of the local board or local service system or be an immediate relative of any person with a direct financial interest.

5) Each board of the local board or local service system shall elect or designate a fiscal officer.