

**BYLAWS OF  
THE ADVISORY COUNCIL  
TO THE DIVISION ON DEAF, DEAFBLIND AND HARD OF HEARING,  
MICHIGAN DEPARTMENT OF CIVIL RIGHTS**

**ARTICLE I**

**Name**

- 1.1 The name of this group shall be: The Advisory Council to the Division on Deaf, DeafBlind and Hard of Hearing, Michigan Department of Civil Rights (Advisory Council or Council).

**ARTICLE II**

**Purpose**

- 2.1 The objective and general purpose of the Advisory Council shall be:
- a. To provide the Division on Deaf, DeafBlind and Hard of Hearing (DODDBHH or Division), its Director and staff with advice on programs and services for individuals in Michigan who are deaf, deafblind and hard of hearing. To actively solicit input, information, and guidance from the member's home area, agency, organization or jurisdiction and present it to other Advisory Council members and the administration of the DODDBHH.
  - b. To serve as ambassadors of the DODDBHH to persons who are deaf, deafblind or hard of hearing and their communities by sharing information on the Division's efforts and activities as well as about programs and services available in Michigan.
  - c. To educate the general population on issues important to deaf, deafblind and hard of hearing persons and enlist their support seeing that the issues are addressed. To inform those who are required by law to provide communication accommodations to individuals who are deaf, deafblind and hard of hearing of their legal obligations.

**ARTICLE III**

**Function**

- 3.1 Decisions reached by the Advisory Council are to be presented to the DODDBHH Director and staff for consideration in order to further DODDBHH's mission of affirming the indisputable right of Deaf, DeafBlind and Hard of Hearing Persons to secure effective communication.

**ARTICLE IV**  
**Membership**

4.1 The membership of this Advisory Council shall be voluntary and composed of advocate citizens interested in the welfare of deaf, deafblind and hard of hearing citizens and programs in Michigan.

4.2 Members are appointed by the Governor pursuant to MCL 408.205.

4.3 At least seven members shall be deaf, deafblind or hard of hearing persons (excluding staff of the DODDBHH) It is further recommended that the Governor appoint at least two members from each of these three groups.

4.4 Total membership of the Advisory Council is thirteen (excluding staff and ex-officio members).

4.5 The Governor shall consider the composition of the council to include individuals from various areas of representation including but not limited to the areas of audiology, business, CART providers, consumers, education, health care professionals, interpreters, interpreter training programs, senior citizens, speech pathology, and support organizations.

4.6 The term of each appointed member shall be three years.

4.7 Membership is renewable at the discretion of the Governor.

4.8 Ex-officio membership on the Advisory Council shall be provided to the President of the Michigan Deaf Association (MDA), the Michigan Registry of Interpreters for the Deaf (MIRID), the Hearing Loss Association of Michigan- Michigan State Association (HLA-MI), and the Detroit Black Deaf Advocates (DBDA) or their designees.

4.9 The four ex-officio member positions are non-voting and may not receive compensation or reimbursement from the state for any associated expenses.

**ARTICLE V**  
**Termination of Membership**

5.1 Membership in this Council is terminated upon the appointment of a successor by the Governor.

5.2 The Council may recommend that the Governor remove a member if:

- a. A member engages in activities, which represent a conflict of interest with the Department work; and/or

- b. a member is absent for three meetings unless the absence is due to extenuating circumstances as approved by the Council Chair; and/or
- c. a member acts in an unprofessional or unethical manner with respect to the mission, the purpose, or the goals of the Department.

**ARTICLE VI**  
**Officers**

- 6.1 Council officers shall consist of a Chairperson and Vice-Chairperson
- 6.2 The Chairperson is designated by the Governor and serves at the will of the Governor in that capacity until the appointment of a successor.
- 6.3 The Vice-Chairperson shall be elected by the Council at its first meeting of each calendar year and serves until the election of a successor.
- 6.4 The duties of officers:
  - a. The Chairperson shall reside at all Council meetings; serve as ex-officio member of all committees; appoint the chairpersons and the members of all standing and ad-hoc committees; and may designate Council members to represent the Council. He/she shall maintain liaison for the Council by keeping in close contact with the Director of the DODDBHH.
  - b. The Vice-Chairperson shall reside at any Council meeting in the absence of the Chairperson and shall have all the powers of the Chairperson at such meetings.

**ARTICLE VII**  
**Meetings**

- 7.1 Regular meeting of this Council will be held at least twice during each fiscal year.
- 7.2 Seven members of the Council shall constitute a quorum for the transaction of business at a meeting of the Council.
- 7.3 Action by the Council shall be by vote of a majority of the members present at a meeting.

7.4 Business of the Council shall be conducted at a public meeting held in compliance with the Michigan Open Meetings Act.

7.5 Writings of the Council shall be made available to the public in compliance with the Michigan Freedom of Information Act.

**ARTICLE VIII**  
**Staff Function**

8.1 The DODDBHH shall be responsible for furnishing one recorder, interpreters, CART and assistive devices for each regular and special meeting of the Council.

8.2 At no time will the DODDBHH Director chair the meeting.

8.3 Staff, including the director, has no voting privileges.

**ARTICLE IX**  
**Parliamentary Procedures**

9.1 Robert's Rules of Order, as modified by these operating guidelines and rules of procedure, shall be observed by the Advisory Council in the conduct of its business.

**ARTICLE X**  
**Ratification and Amendment**

10.1 Except as otherwise provided by law, these bylaws may be amended by a majority of the voting members of the Council after Council members have been given at least one regular meeting in advance to consider the proposed amendments in writing form.



Gerid Adams, Chairperson  
Michigan Advisory Council to the  
Division on Deaf, DeafBlind and Hard of Hearing

Adopted on October 23, 1981  
Amended on October 26, 1990  
Amended on May 29, 2015  
Amended on September 20, 2024