

**STANDARDS, ISSUES, AND OPERATIONS COMMITTEE**

**SIOC Definition, Roles and Responsibilities**

**Background**

An excerpt from the Care Council Bylaws giving the definition, roles and responsibilities of SIOC is excerpted below.

If you have questions, please contact Mark Mischan at (813) 242-0035.

**Action Required**

Information only.

From the West Central Florida Ryan White Care Council Bylaws, Committees, p. 20-21:

c. Standards, Issues and Operations (SIOC)

This committee provides monitoring and oversight for the Council. It develops systems for process review; identifies emerging issues for referral to appropriate committees, and continuously reviews the strategic plan to assure compliance with Council goals and objectives. SIOC also identifies, develops and organizes grievance policy and procedures, and as necessary, resolves or recommends means of resolution to the Council.

The SIOC may be convened by one of the following: The Council Chairperson/Vice-Chairperson, the council Administrator, or a majority of voting Council members. Decisions resulting from a vote of the committee are final.

Issues which may be addressed by this committee may include: conflict of interest, excessive member absences or assessing the performance of the Chair or Vice-Chair and then developing recommendations to the full Council concerning possible removal. SIOC may also convene to act on behalf of the Council to respond to emergency Title I or II program or fiscal developments (from Federal, State or local government); to provide time-sensitive, unscheduled program reports for agencies or to respond to provider emergencies requiring immediate service decisions.

The SIOC will not change service category priorities established by the Council as the basis for allocating funds. Nor may it amend the Bylaws,

make decisions contrary to the Bylaws or change the Comprehensive Plan's goals or objectives unless approved to do so by the Council.

A quorum of seven members, inclusive of the Chair or Vice-Chair, must be present to convene the SIOC. The composition of the SIOC is as follows:

Chairs of these committees:      Planning and Evaluation  
   Membership  
   Minority Advocacy  
   RPARC  
   WICYF  
   Client Services  
   Rural Issues  
   Health Services Advisory

The Council Chairperson and/or Vice-Chairperson (each with voting privileges except if either are involved in proposed actions)

Two members of the Council representing affected communities. These may be voting or non-voting members.

Other individuals deemed integral to the discussion-at-hand may be called upon to serve ex-officio, as non-voting members.

i.      Special Committee Requirements: In addition to those listed above, for issues related to funding prioritization and allocation, no member may be a Title I or Title II provider. In the case where a committee chair is a provider, the co-chair will be designated as the member of the SIOC for that particular issue.

ii.     Subcommittees:      Grievance