

**CHILD MALTREATMENT INVESTIGATIONS OVERSIGHT
COMMITTEE**

RULES OF PROCEDURE

PURPOSE: The purpose of these rules is to establish procedures for conducting the business of the Child Maltreatment Investigations Oversight Committee (committee).

DUTIES: To promote transparency and efficiency concerning procedures of child maltreatment investigations in Arkansas.

The committee shall review and evaluate the conduct of child maltreatment investigations completed by the Department of Human Services-Division of Children and Family Services or the Department of Arkansas State Police as well as service delivery to children and families involved in an investigation of child maltreatment. All cases reviewed and evaluated shall be completed investigations of child maltreatment not associated with a pending dependency-neglect case.

PARLIAMENTARY PROCEDURE: Except as otherwise specified by these rules, the rules of the Arkansas House of Representatives and the Arkansas Senate shall be observed by the committee, as they are applicable. If an applicable rule does not exist or the House and Senate rules are incompatible, the chair shall decide the issue.

1. **Quorum.** The committee is made up of eighteen (18) members. A majority of the voting members of the committee shall constitute a quorum for transacting business of the committee. A majority of a quorum is ten (10) members for this committee.
2. **Action.** An affirmative vote of a majority of a quorum present shall be required for the passage of a motion or other committee action.
3. **Roll Call:** The committee shall vote by voice vote unless a roll call is requested by two (2) or more members.
4. **Motions:** A motion shall receive a second to be considered for action by the committee.
5. **Meetings:** Meetings of the committee are closed and are exempt from public observance.
6. **Minutes:** Correspondence between the committee members and information considered by the committee in the furtherance of the goals of the committee are exempt from public inspection and copying under the Freedom of Information Act of 1967, § 25-19-101 et seq.