

(d) Members are appointed for a term of 3 years.

(e) The Governor annually shall designate 1 of the members to serve as chairman of the Advisory Committee.

(f) In the event of the resignation of a member or a vacancy in the membership of the Advisory Committee for any reason, the Governor shall appoint a qualified person to fill the unexpired term of the member.

(g) The members of the Advisory Committee serve without compensation. However, they shall receive ordinary and reasonable expenses in accordance with the Standard Travel Regulations necessarily incurred while discharging their duties as members of the Advisory Committee.

(h) It is the responsibility of the Advisory Committee to:

(1) Review issues relating to programs and services for children [and], youth, AND FAMILIES;

(2) Identify and recommend priorities among those programs and services, and report such recommendations to the [Director] SPECIAL SECRETARY;

(3) Monitor the activities of the Office and periodically report its findings and recommendations to the [Director] SPECIAL SECRETARY; AND

(4) [In the event of a vacancy in the Office of Director, recommend to the Governor a qualified individual to fill the vacancy; and

(5)] Adopt bylaws to carry out the provisions of this section.

#### 3 4.

(a) The [Director] SPECIAL SECRETARY for Children [and], Youth, AND FAMILIES shall meet the following minimum qualifications:

(1) Hold a master's degree in health, education, social work, child development, or another field closely related to children; and

(2) Have at least 5 years of increasing responsibility in administering programs for children.

(b) The [Director] SPECIAL SECRETARY shall:

(1) Be responsible for the administration of the Office;

(2) Examine public and private programs, services, and plans for children [under the age of 18], YOUTH, AND THEIR FAMILIES for the purpose of identifying duplications, inefficiencies, and unmet needs and evaluating the effectiveness of those programs, services, and plans;

(3) Secure and analyze departmental plans and budget requests affecting [children's] programs and services FOR CHILDREN, YOUTH, AND THEIR FAMILIES;