

4765-2-03

Committees, ad hoc committees, subcommittees, and workgroups.

- (A) In furtherance of section 4765.02 of the Revised Code, the board may create, establish, restructure, or discontinue committees, ad hoc committees, subcommittees or workgroups necessary to carry out its functions and responsibilities. The board may appoint or remove members appointed to such committees, ad hoc committees and subcommittees, ~~and workgroups~~ as deemed necessary.
- (B) The board chair shall ~~recommend~~appoint a member of the board to serve as chair and vice-chair of each committee, ad hoc committee, or subcommittee pursuant to this chapter. The terms of each committee chair and subcommittee vice-chair shall be for one year.
- (1) The committee, ad hoc committee, or subcommittee chair shall preside at all meetings. In the absence of the chair, the vice chair of the committee, ad hoc committee, or subcommittee shall preside at the meeting.
- (2) In the event of a vacancy in the committee, ad hoc committee, or subcommittee chair and vice chair, the board chair may appoint a member of the board to serve as chair of that committee, ad hoc committee or subcommittee.
- (C) The board chair shall appoint members of any committee, ad hoc committee, or subcommittee created pursuant to this chapter with the approval of the board. The committee chair, with the approval of the committee, shall appoint members of a workgroup.
- (D) The board may appoint members of the public, appropriate state and local agencies of government, EMS organizations, and other interested parties to serve as members of each committee, ad hoc committee, and subcommittee created pursuant to this chapter.
- (1) Committees and ad hoc committees shall consist of ~~not fewer than~~at least two board members and not more than fifteen voting members, unless waived by the board.
- (2) Subcommittees ~~must~~shall consist of at least ~~one~~two board ~~member~~members. Subcommittees may be of such size as determined appropriate by the board.
- (3) Workgroups may be of such size as determined appropriate by the committee chair.
- (E) When making appointments to committees, ad hoc committees, and subcommittees,

the board shall make a good faith effort to insure educational, professional, cultural and geographical diversity, and to afford adequate representation for those individuals or groups with an interest in, or who would be affected by, the substantive work of the committee, ad hoc committee, or subcommittee. The chair of the committee, ad hoc committee, or subcommittee shall be responsible to insure the diversity is continuously met. ~~When making appointments to a workgroup, the committee chair shall insure compliance with this paragraph.~~

- (F) No more than two representatives of any organization, profession, or specialty authorized by section 4765.02 of the Revised Code to provide nominations for appointment of board members, may represent that organization, profession, or specialty as members of a committee, ad hoc committee, or subcommittee ~~or workgroup~~. Upon the request of the committee, ad hoc committee, or subcommittee chair, the board may waive this provision with an affirmative vote of the majority of all board members.
- (G) Committees, ad hoc committees, and subcommittees shall be established annually by the board. ~~Terms~~
- (1) Terms of appointment to committees, ad hoc committees, or subcommittees shall be for one year from the date of establishment.
- (2) Any appointments to a committee, ad hoc committee, or subcommittee after the date of establishment shall expire on the same date as appointments made in paragraph (G)(1) of this rule.
- (H) Committees, ad hoc committees, and subcommittees shall meet at the call of ~~the committee~~ its respective chair and at such locations as determined appropriate by the executive director.
- (I) A majority of the appointed members of a committee, ad hoc committees, or subcommittee shall constitute a quorum. No actions shall be taken by a committee, ad hoc committees, or subcommittee without the concurrence of a majority of its members present at a meeting in which a quorum exists.
- (J) The chair of a committee or ad hoc committee, with the approval of the chair, may establish a workgroup tasked to complete a focused project, task, or deliverable.
- (1) The committee or ad hoc committee chair, with the approval of the committee or ad hoc committee, shall appoint members of the public, appropriate state and local government, EMS organizations, and other interested parties to serve as members of a workgroup.
- (2) Workgroups may be of such size as determined appropriate by the committee or

ad hoc committee chair.

(J)(K) Each chair of a committee, ad hoc committee, ~~or subcommittee~~ or workgroup shall designate an individual as recording secretary who shall promptly submit to the executive director written minutes of each meeting.

~~(K) The chairman of the firefighter and fire safety inspector training committee of the board, created in section 4765.55 of the Revised Code, shall annually advise the executive director in writing of the names and affiliations of the members of such committee. If, pursuant to section 4765.55 of the Revised Code, any member of the committee other than the chair exercises the right to designate another person to serve in the member's place, the committee chair shall also advise the executive director in writing of the names and affiliations of such designees.~~

Effective:

R.C. 119.032 review dates: 05/13/2014

Certification

Date

Promulgated Under: 119.03
Statutory Authority: R.C. 4765.11
Rule Amplifies: R.C. 4765.04 and 4765.10
Prior Effective Dates: 10/01/95, 2/22/99, 5/29/03, and 02/01/09