

BY- LAWS
OF THE
METROPOLITAN EMERGENCY
SERVICES BOARD

9-1-1 TECHNICAL OPERATIONS COMMITTEE

SECTION 1: COMPOSITION

There shall be a 9-1-1 Technical Operations Committee (“Committee”) composed of no more than one representative and one designated alternate representative from each primary and secondary Public Safety Answering Point (PSAP) in the metropolitan region. The governing body of each PSAP, by resolution, shall appoint its representative to the Committee or the governing body of each PSAP shall, by resolution, designate an appointing authority to make representative appointments. The governing body or appointing authority may also choose to appoint an alternate representative. If alternate representatives are appointed, they shall have the same voting rights as the representative for whom they are appointed to serve as an alternate.

SECTION 2. CHAIR

The Committee shall recommend to the Chair of the Board at the annual organizational meeting of the Board a Chair of the Committee. The Chair of the Board shall appoint the Chair of Committee subject to the approval of the Board. The Chair shall preside at all meetings of the Committee and perform the usual duties of a Chair.

SECTION 3. VICE CHAIR

The Committee shall recommend to the Chair of the Board at the annual organizational meeting of the Board a Vice Chair of the Committee. The Chair of the Board shall appoint the Vice Chair of the Committee, subject to the approval of the Board. The Vice Chair shall perform the duties of the Chair in the absence of the Chair or in the event of his or her inability or refusal to act.

SECTION 4. POWER AND DUTIES

The Committee shall have the following powers and duties:

a. Present to the Board plans, operating standards, studies, and reports, prepared for the Board purposes and action and recommend to the Board, for adoption, such measures as are deemed necessary to enforce or carry out the powers and duties of the Board.

b. Monitor the installation and operations of the regional 9-1-1 system as required by the Board.

c. Prepare and submit to the Executive Director by May 1st of each year its recommendations for items to be included in the budget request to the Board for the following year.

d. Perform other such duties as may be prescribed by the Board.

SECTION 5. VOTING

Each member of the Committee may cast one vote on any motion before the Committee. A simple majority vote of the members present shall be required to pass any motion, provided there is a quorum. Voting can be either by voice or roll call provided that a roll call vote may be called for by any member of the Committee. Absentee or proxy voting is not permitted.

SECTION 6. MEETINGS

The Committee may provide, by resolution, the time and place for holding regular meetings of the Committee. Notice of regular meetings of the Committee shall be given to each member of the Committee at least five (5) days prior to such meeting, and, in all respects, shall comply with the provisions of the open meeting law. Special meetings of the Committee may be called by the Chair provided that at least three (3) days' notice be given to each member of the Committee and otherwise comply with the provisions of open meeting law.

SECTION 7. QUORUM

The majority of the members designated by the appointing authorities shall constitute a quorum.

SECTION 8. ATTENDANCE

Committee members or their alternates are expected to regularly attend the meetings. In the event that either a regular member, or their designated alternate representative, fails to attend at least 75% of the regular committee meetings held in any calendar year, that member's appointing authority will be notified and given an opportunity to appoint a new member and/or designated alternate.

SECTION 9. AMENDMENTS

Amendments to these Bylaws may be proposed by any representative on the Committee. All proposed amendments shall be submitted in writing to each representative on the Committee at least fifteen (15) days prior to a meeting of the [EMS, 9-1-1, Radio] TOC, at which time the amendment(s) is/are to be considered. A statement explaining the purpose and effect of the proposed amendment(s) shall be attached to the proposed amendment(s). Amendments shall be considered at a regular meeting of the Committee. A two-thirds affirmative vote of the full membership of the Committee is required for approval of amendments.