

ALLEN COUNTY
9-1-1 GOVERNING BOARD
As adopted by the Board, December 11, 2012

BYLAWS

Section 1

Name, Jurisdiction and Office

- 1.01 **Name.** This Board shall be known as the Allen County 9-1-1 Governing Board.
- 1.02 **Jurisdiction.** The jurisdictional area of the Board shall be all of Allen County, Ohio to include all political subdivisions.
- 1.03 **Office.** The office of the Board shall be the same as that of the Allen County Office of Homeland Security & Emergency Management, 333 North Main Street, Lima, Ohio 45801.

Section 2

Purpose

- 2.01 **Purpose.** The purpose of the Board shall be to provide oversight for policy matters as they relate to the operation of Enhanced 9-1-1 Emergency Telephone Service within Allen County, Ohio and to provide recommendations and guidance to the Board of County Commissioners on matters related to the Allen County Enhanced 9-1-1 System.

Section 3

Board Membership, Procedures

- 3.01 **Membership.** The Board shall be comprised of nine (9) voting members who shall consist of the following categories:
- Allen County Sheriff
 - Allen County EMA Director
 - City of Delphos representative
 - Lima Fire Chief
 - Lima Police Chief
 - Post #2 Commander, Ohio State Patrol
 - Representative of Allen County EMS providers
 - Representative of Allen County fire chiefs
 - Representative of most populous township
- 3.02 **Appointment.** Board members shall be selected and appointed by the Board of Allen County Commissioners consistent with criteria outlined in Section 3.01.
- 3.03 **Terms of Office.** Board members shall be appointed for two-year terms that commence on September first of even numbered years. Appointment to the Board is promulgated by Resolution adopted by the Board of Allen County Commissioners.
- 3.04 **Vacancy.** Any Board member appointed to fill a vacancy occurring prior to the expiration of the two-year term for which his predecessor was appointed shall hold office for the remainder of that term.
- 3.05 **Regular Meetings.** Meetings of the Board shall normally be held on the second Tuesday of March, June, September and December.
- 3.06 **Special Meetings.** Special meetings of the Board may be called by the Chairman and shall be called upon request of three (3) members Of the Board.
- 3.07 **Notice.** Notice of all regular Board meetings shall be given by mailing the same to each member of the Board at least seven (7) days prior to the meeting. Special meeting require a 24-hour notice to all Board members.

- 3.08 **Quorum.** Four voting members of the Board shall constitute a quorum for the purpose of voting. A lesser number may otherwise enter into discussion, hear reports and conduct non-voting business of the Board.
- 3.09 **Public Involvement.** Notice of regular and special Board meetings shall be sent to all Allen County news media with the statement that the public is welcome to attend.
- 3.10 **Voting.** Provided that a quorum is seated, and except as otherwise specifically prescribed by statute, all decisions of the Board shall be decided by majority vote. Each member shall have one vote and no voting by proxy shall be permitted.
- The Board Chair, as designated by the Board of Commissioners shall only cast a vote in the event of a tie vote among the Board.
- 3.11 **Board Chairman.** The Board of Allen County Commissioners shall appoint a voting member of the Board to serve as Chair of the Board. Said Board Chair shall preside at all meetings of the Board and shall be authorized to execute all authorized documents in the name and on behalf of the Board.