

CHAPTER Fire 300 CONDUCT OF MEETINGS

PART Fire 301 MEETINGS OF THE COMMISSION

Fire 301.01 Chairman of the Commission. The chairman shall delegate his/her duties to the vice chairman, or any other member of the commission, whenever he/she is unable to perform his/her duties.

Source. #2013, eff 5-5-82, EXPIRED: 5-5-88

New. #5726, eff 10-21-93, EXPIRED: 10-21-99

New. #7145, INTERIM, eff 12-2-99, EXPIRED: 3-31-00

New. #7332, eff 8-1-00; ss by #9218, INTERIM, eff 8-1-08; ss by #9319-B, eff 11-12-08

Fire 301.02 Robert's Rules of Order. Meetings shall be conducted in accordance with "Robert's Rules of Order, 9th Edition".

Source. #5726, eff 10-21-93, EXPIRED: 10-21-99

New. #7145, INTERIM, eff 12-2-99, EXPIRED: 3-31-00

New. #7332, eff 8-1-00; ss by #9218, INTERIM, eff 8-1-08; ss by #9319-B, eff 11-12-08

Fire 301.03 Public Participation.

(a) Parties wishing to bring issues to the attention of the commission during a meeting shall first notify the division in writing at least 7 days prior to the date of the scheduled meeting and state the nature of the issue for inclusion on the commission's agenda.

(b) The chairman shall request additional information if it will enable the commission to accurately and completely address an issue.

(c) A person in attendance of a meeting of the commission who wishes to raise an issue but has not complied with the notice requirement in (a) shall request a waiver from the commission.

(d) All requests for waivers shall be made orally and include the following:

- (1) Person's name; and
- (2) Nature of the issue to be considered.

(e) The chairman shall waive the requirements of paragraph (a) if:

- (1) The issue can be addressed given the time available to the commission; and
- (2) The commission has the resources available necessary to respond to the issue.

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