

## **Bylaws of the Board on Public Safety Standards and Training**

### **Article I NAME, PURPOSE, and POWERS**

The Board on Public Safety Standards and Training (Board), established by Oregon Revised Statute (ORS) 181.620, is charged with developing talented individuals into public safety providers who are culturally competent, ethically, physically and emotionally fit, and well training, highly skilled and responsive to the needs of their communities. The Board will promote the safety, efficiency, effectiveness, self-sufficiency and competence of public safety agencies and professionals and support collaboration among public and private security, law enforcement, fire service, telecommunications and corrections organizations, the related organizations with who they work and the interests of the communities they serve. The Board adopts or approves all policies, standards and minimum requirements for public safety certification and training.

### **Article II MEMBERSHIP, APPOINTMENTS, RESIGNATION and TERMINATION**

**Membership.** Membership is defined in ORS 181.620.

**Appointments.** The Governor will appoint Board members. The appointment of members is subject to confirmation by the Senate.

The term of an appointed member is three years. An appointed member may be appointed to a second term. Except for members who serve by virtue of office, no member will serve more than two terms.

Board vacancies will be handled in the same manner as making an initial appointment.

**Resignation and Termination.** Resignation from the Board must be in writing and received by the Board chairperson.

Any appointment made based on a Board member's employment is automatically revoked if the Board member changes employment.

A Board member may be removed by the chairperson for just cause or at the request of the recommending or represented organization/agency.

### **Article III MEETINGS and QUORUM REQUIREMENTS**

**Meetings.** Meetings will be held in accordance with Oregon Public Meetings Law (ORS 192.610-192.690). The Board will meet at least once every three months at such times and places as determined by the Board in coordination with DPSST. Meeting times and

dates will be scheduled on a yearly basis and can be changed at the discretion of the chairperson.

**Meeting Agendas.** An agenda will be prepared by DPSST staff, in consultation with the Board chairperson. Discussions and actions of the Board will not be limited to agenda items. Discussions and actions may include any business consistent with the duties and responsibilities of the Board.

**Participation.** Deliberation of issues will only be conducted by Board members. Individuals other than Board members wishing to address the Board must submit a written request to DPSST at least two weeks prior to any meeting. In special circumstances, the chairperson of the Board may allow non-members to address the Board at a meeting, provided they adhere to the subject and limit their presentation as requested by the chairperson.

**Voting/Quorum.** A quorum for any meeting of the Board must consist of a majority of voting members of the Board. No formal action may be taken by the Board without approval of a majority of a quorum. Only officially appointed members may vote.

Board members are appointed to adopt or approve policies and standards that govern the public safety disciplines. To abstain from a vote is to fail to perform a most important function given to a Board member. Absent compelling circumstances Board members should not abstain from voting.

Past Board decisions will not dictate precedence for future Board decisions.

**Subcommittees.** The Board chairperson, in consultation with Board members and the Department, may create subcommittees if needed.

**Records.** The transactions of every public meeting of the Board will be recorded in the form of minutes and will be made available to the public. Minutes will reflect the subject and outcome of each vote. Records will be retained in accordance with the Secretary of State Archives Division Records Retention Schedule for DPSST/BPSST.

#### **Article IV ELECTION of OFFICERS, RESPONSIBILITIES**

**Chairperson.** The chairperson will convene and preside over meetings of the Board and sign on behalf of the Board as required by law. The chairperson will represent the Board before all public bodies and will serve as a member of the Executive Committee to the Board. The chairperson will perform other duties as assigned by the Board. Only voting members of the Board are eligible to serve as chairperson.

**Vice Chairperson.** The vice chairperson will perform the duties of the chairperson in the chairperson's absence and, when acting in this capacity, will have all the powers and authority of the chairperson. In addition, the vice-chairperson may chair committees on

special subjects as designated by the chairperson. Only voting members of the Board are eligible to serve as vice chairperson.

**Election.** Elections will be held when a vacancy of the chair or vice chair occurs. The chairperson and vice chairperson will be selected by the voting members of the Board.

**Board Members.** Board members will act as conduits for the exchange of information between the constituency, the associations they represent and the Board. Board members will follow statutes and administrative rules or work to change such rules and statutes if inappropriate. Board members will take into consideration the statewide impact on agencies, other disciplines and the public when making decisions.

## **Article V AMENDMENTS TO BYLAWS**

These bylaws may be amended by a majority vote of members of the Board at any regular meeting, provided the proposed amendment or amendments have been sent to each Board member five working days prior to the meeting.

These bylaws were approved at a meeting of the Board on Public Safety Standards and Training on **January 22, 2015.**