

Subject:	OFFICERS OF THE BOARD: CHAIR
Section:	PPG# 1210
Chapter:	Board of Fire Commissioners
Effective Date:	8/10/89

POLICY

The chair shall preside at all board meetings and sign all papers and documents as required by law and as authorized by the action of the board. The chair shall conduct the meeting in the manner prescribed by the board's policies, provided that the chair shall have the full right to participate in debate without relinquishing the chair and shall have the right to vote on all matters put to a vote. The chair shall conduct the meeting so that deliberation is clear, concise, and directed to the issue at hand; discussion and/or action is summarized before moving on to the next agenda item and the meeting is managed so that the agenda is treated in an expeditious manner.

In dealing with the media and the public in general, the chair or his/her designee will serve as the spokesperson of the board. The chair is authorized to report and discuss those actions, which have been taken, and those decisions made by the board as a body. The chair shall avoid speculating upon actions or decisions, which the board may take but has not yet taken.

The chair shall confer with the chief regarding sensitive issues, which need immediate attention. When appropriate, the chief will confer with individual board members when other opinions should be sought.

REFERENCES

Legal Reference:

RCW 52.14.080 Chairman