

BY- LAWS
OF THE
METROPOLITAN EMERGENCY SERVICES BOARD
RADIO TECHNICAL OPERATIONS COMMITTEE

SECTION 1. COMPOSITION

There shall be a Radio Technical Operations Committee composed of one representative from each party to the Agreement. Additional seats will be awarded to:

The Minnesota Department of Transportation.
The Metropolitan Council.
The Metropolitan Airports Commission.
The Minnesota Chiefs of Police Association.
The Minnesota State Fire Chiefs Association.
Metro Region EMS.

Further, there will be an additional member designated by the board to represent other system users, but are not represented by the one of the entities listed above.

The governing body of each member to this Agreement, by resolution, and the organizations/association listed above shall appoint its representatives and alternates to the Radio Technical Operations Committee. Alternates shall have the same voting rights as the representative for whom they are appointed to serve as an alternate.

SECTION 2. CHAIR

The Radio Technical Operations Committee shall recommend to the Chair of the Board at the annual organizational meeting of the Board a Chair of Radio Technical Operations Committee. The Chair of the Board shall appoint the Chair of Radio Technical Operations Committee subject to the approval of the Board. The Chair shall preside at all meetings of the Radio Technical Operations Committee and perform the usual duties of a Chair. The Chair shall attend all the meetings of the Board and upon resolution of the Board may be reimbursed, if not otherwise compensated, for expenses, if any, per diem, for such attendance.

SECTION 3. VICE CHAIR

The Radio Technical Operations 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 Radio Technical Operations 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 Radio Technical Operations Committee shall have the following powers and duties:

- a. Present to the Board plans, 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 metropolitan region of the ARMER system as required by the Board.
- c. Prepare and submit to the Administrative Officer by June 1st of each year its recommendations for items to be included in the budget request to the Board the following year.
- d. Perform other such duties as may be prescribed by the Board.

SECTION 5. VOTING

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

SECTION 6. MEETINGS

The Radio Technical Operations Committee may provide, by resolution, the time and place for holding regular meetings of the Radio Technical Operations Committee. Notice of regular meetings of the Radio Technical Operations Committee shall be given to each member of the Radio Technical Operations 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 Radio Technical Operations Committee may be called by the Chair provided that at least three (3) days notice be given to each member of the Radio Technical Operations 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

Radio Technical Operations Committee members or their alternates must attend no less than seventy five percent (75%) of all meetings held in one (1) calendar year. Any agency whose member does not abide by the minimum meeting requirements will be asked to appoint another representative to the Radio Technical Operations Committee.