

**Bylaws
of the
Brunswick County Fire Protection Oversight Committee**

Article I Name.

The name of this committee shall be Brunswick County Fire Protection Oversight Committee.

Article II Purpose.

The purpose of the Brunswick County Fire Protection Committee is to improve the delivery of Fire and Emergency services to the citizens of Brunswick County. As a way of achieving this purpose, the committee will establish a foundation for coordination and cooperation, ensure service goals are met, plan for future changes and to address important policy and budget issues that arise with Brunswick County Fire Departments.

Article III Members.

The committee shall be made up of 8 members. The members will be chosen as follows: the Brunswick County Board of Commissioners will appoint one representative from each of Brunswick County's 5 fire districts, the Brunswick County Fire Chief's Association will appoint 2 members, and the Brunswick County Fire Marshal will sit on the board as chairperson and split decision voter.

Article IV Meetings.

Meetings of the Brunswick County Fire Oversight Committee will be held every other month. The committee chairperson must call the meetings on a regular basis. A quorum must be in attendance in order to vote. A quorum shall consist of 4 members present, excluding the chairperson.

Special meetings may be called by the chairperson, or at the request of a simple majority of members. Except in the case of an emergency, 3 days' notice will be given. Members who miss 2 consecutive committee meetings give cause for removal from the committee. A member who calls in advance and receives prior approval from the chairperson does not have that absence counted against him/her. An excused absence will be given for emergency situations only.

Article V Parliamentary Procedure.

Robert's Rules of Order and these by-laws shall govern all meetings of the Brunswick County Fire Protection Oversight Committee.

Article VI Amending By-Laws.

The by-laws can be amended upon 2/3 vote by the committee members.

Duties and Responsibilities:

- Ensure that the findings of an independent fire study are utilized as a tool to assist with the development of the Fire Protection Strategic Plan for Brunswick County. County fire chiefs, representatives of the County Chief's Association, the Fire Protection Oversight Committee, the Fire Marshal's Office, and numerous county/municipal government departments, will develop the Fire Protection Strategic Plan.
- Review and recommend budget actions concerning county funding expenditures in addition to the Fire Fee Fund. Ensure adherence with the county's Fire Protection Strategic Plan.
- Review all Capital Improvement requests where the total value exceeds \$30,000 or more when the funds used to make the purchase are collected through fire fees.
- Serve as a policy and standards review committee to ensure fire department continuity countywide.
- Make recommendations to County Administration for continuing improvements of the County Fire Protection System including a review of the Response Rating System (formerly ISO) grading for each department and consultant reports making recommendations.
- Make recommendations and modifications to county contractual agreements with the fire departments.
- Review of independent studies pertaining to county fire protection.