

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

**Article I Name.**

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

**Article II Purpose.**

The primary purpose of the Brunswick County Fire Oversight Committee is to ensure public trust and fiscal responsibility pursuant to N.C. HB 445 in addition to improving 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 capital budget issues that arise within 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 electoral districts, the Brunswick County Fire Chiefs' Association will appoint 2 members, and the Brunswick County Fire Administrator will sit on the board as chairperson and split decision voter.

Members shall live or work in the electoral district in which they represent. Members terms of appointment shall match the County Commissioners election cycle in the electoral district that they have been appointed to represent. Members shall serve as many terms as they are appointed to by the County Commissioners and meet the eligibility requirements.

**Article IV Meetings.**

Meetings of the Brunswick County Fire Oversight Committee will be held on the 2<sup>nd</sup> Thursday of the month. 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 communicates in advance and receives prior approval from the chairperson does not have that absence counted against him/her.

**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 shall be amended upon 2/3(6) vote by the committee members.

**Duties and Responsibilities:**

- Review and recommend budget actions concerning county funding expenditures in addition to the Fire Fee Fund. Ensure adherence with the county's capital purchasing policy.
- Review all Capital Improvement requests where the total value exceeds \$10,000