

OFDDA POLICIES

POLICY NUMBER: 135
NUMBER OF PAGES: 1
ADOPTED: X **DRAFT:**
EXECUTIVE BOARD X

APPROVED: October 19, 1991
REVISION: November 6, 1996
REVISION: September 21, 2002
REVISION:

BYLAWS AND POLICIES COMMITTEE

1.0 **PURPOSE**

The purpose of this Policy is to maintain a standing committee which will annually review the Constitution, Bylaws and Policies of the Oregon Fire District Directors Association, make recommendations to the Board of Directors of new or revised constitution bylaws and policies.

2.0 **SCOPE**

This Policy applies to all persons directly or indirectly associated with the Oregon Fire District Directors Association.

3.0 **GENERAL PROVISIONS**

3.1 The Committee

3.1.1 Committee shall consist of the Past President and no more than two Directors.

3.2 Duties of the Committee

3.2.1 Review existing bylaws and policies and make recommendations on revisions.

3.2.2 Review the minutes of the business sessions of the Association to determine if any motions were made or business transacted that would result in a revision of an existing policy or the adoption of a new one.

3.2.3 Be constantly alert for actions that would be in violation of adopted policies and procedures and bring these to the attention of the Chair .

3.2.4 To be responsible for the preparation of new or revised bylaws or policies and procedures, with the exception of those procedures that are proposed for revisions prepared by various specific committee chair.

3.2.5 Review the revisions prepared by various committee Chair, and make recommendations to the Board of Directors concerning these proposals.