

PRINCE GEORGE'S COUNTY

FIRE COMMISSION

Rules and Procedures

BY LAWS

~~PRINCE GEORGE'S COUNTY~~

~~FIRE COMMISSION~~

~~BY LAWS~~

Section 1. The Fire Commission

The Prince George's County Fire Commission, ~~was~~ created by the Prince George's County Charter, Subtitle 11.

Section 2. Meetings

The Fire Commission, shall meet at least twice a month on the call and notice of the Chair at such places and times as The Chair shall designate. In-person, virtual, or combination meetings can be used to hold regular executive sessions or any other meeting determined by the Chair. ~~Meetings may be cancelled or rescheduled by majority vote of all present and voting members.~~ Meetings may be ~~cancelled or postponed due to emergent circumstances such as weather conditions upon notice from the Fire Commission Chair or if the Fire Commission Chair is not available,~~ cancelled or postponed due to emergent circumstances, such as weather conditions, upon notice from the Fire Commission Chair or if the Fire Commission Chair is not available by the Vice Chair ~~of the Fire Commission.~~ The written petition of the majority (5 members) to the Chair may call a special meeting. ~~A meeting may be called by the written petition of~~ of fire commissioners within one week of the petition. The Fire Commission, in addition to the regular meetings, may only hold Executive meetings after calling a regular meeting to order, following the Maryland Open Meetings Act. Still, no business of the Fire Commission shall be taken except in open meetings. ~~5 members upon notice to other members.~~

Section 2. Quorum

A majority of the currently serving members shall constitute a quorum, and all actions of the Fire Commission shall be by a majority vote of all present and voting members.

Section 3. Election of Officers (Chair, Vice Chair, Secretary)

~~The commission shall at the first business meeting after each election, elect from the Commission members a Chair, Vice Chair~~At the first business meeting after each election, the commission shall elect a Chair, Vice Chair, and Secretary from the Commission members-~~and Secretary.~~ The Chair shall preside at all meetings and shall have the privilege of introducing motions, seconding motions, and voting on all measures. In the absence of the Chair, the Vice Chair shall preside and enjoy the same privileges. The Secretary shall keep the minutes of all meetings and shall be responsible for all written correspondence. All officers shall serve for one year unless removed by a two-thirds vote of Currently serving Commissioners.

Section 4. Districts~~The Commission, in addition to the regular meetings, may hold Executive meetings but no business of the Commission shall be taken except in open meetings.~~

~~**Section 5.** The Chair of the Commission shall, prior to March of each year, designate the days for the meeting of the election convention. Prior to the meeting of the convention, all Volunteer Fire Corporations shall deliver to the Chair an "Authorization of Delegates" form. This form shall certify the Delegate and Alternate Delegate authorized to vote and participate in the election convention. The President of the Volunteer Fire Corporation shall be entitled to vote.~~

~~Nominations shall occur at the first Regular Fire Commission Meeting in the month of March and at the beginning of the second Regular Fire Commission Meeting in the month of March before the Election Convention. Elections will be held in Election Convention at the Second Regular Meeting of~~

~~the Fire Commission in March. In the event that either meeting cannot be held on the date specified due to inclement weather or other emergent event, the meeting will be rescheduled at the earliest date proximate to the original date of the scheduled action pursuant to section 1 of the By Laws.~~

~~Section 6.~~ There ~~is~~ are hereby established five ~~elections~~ election Districts, consisting of the following volunteer corporations:

DISTRICT ONE: Chillum-Adelphi (34); Beltsville (31/41); Berwyn Heights (14); Branchville (11); Greenbelt (35); Laurel Volunteer Fire Department (10); Laurel Rescue Squad (49)

DISTRICT TWO: Bladensburg (9); Brentwood (55); College Park (12); Hyattsville (1); Landover Hills (30); Mount Rainier (55); Riverdale (7); Riverdale Heights (13); West Lanham Hills (28/48)

~~DISTRICT THREE~~ DISTRICT THREE: Bowie (19/39/43); Chapel Oaks (38); Glenn Dale (18); Kentland (33/46)

~~DISTRICT FOUR~~ DISTRICT FOUR: Baden (36); Boulevard Heights (17); ~~Capitol Heights~~ Capitol Heights (5); ~~Seat Pleasant (8)~~; District Heights (26); Morningside (27); Ritchie (37); Silver Hill (29)

DISTRICT FIVE: Accokeek (24); Allentown (32/47); Clinton (25); Forestville (23); Marine Fire and Rescue/~~Underwater Rescue~~ (56/57); Marlboro (20); Oxon Hill (21/42); Brandywine (40)

~~Section 57. The approved Volunteer Fire/EMS Corporations eligible to vote shall be comprised of only those corporations currently operating under a VOLUNTEER STATION MANAGEMENT AGREEMENT signed by the PRINCE GEORGE'S COUNTY FIRE/EMERGENCY MEDICAL SERVICES (EMS) DEPARTMENT. The President of the eligible corporation, or his/her designee recognized by the Fire Commission to represent the corporation, shall be eligible to place votes for Fire Commission~~

~~representation.~~

Adoption /Amendments to By-Laws

~~Section 8. The Chair of the Fire Commission shall be the Chair pro tem of the election-
convention and shall preside at the meetings until a Chairman and Secretary of the Convention are
elected. The Chair elected shall preside over the meeting and shall, along with Secretary, certify the
results of the election to the County Executive and the County Council. The Chair may appoint
Committees to monitor the election. The Convention shall be governed by Roberts Rules of Order-
unless some other rules are adopted.~~

~~Section 9. U~~ Upon adoption, these By-Laws shall require a vote in the majority of the
currently serving Commissioners to amend. All Amendments shall be proposed in writing, and a
copy of the ~~By-Laws~~Bylaws and all proposed amendments shall be posted on the website for at
least sent to each Volunteer Corporation at least one week before being voted on by the
Commission.

Adopted this 15th day of July, 1971
Revised 16 February, 2000
Revised 4 November, 2014
Revised and adopted 7 February, 2018

PRINCE GEORGE'S COUNTY FIRE COMMISSION

Chair

Date

ATTEST:

Secretary

Date

~~PROCEDURES TO BE USED FOR THE
NOMINATION AND ELECTION FOR
FIRE COMMISSIONER~~

~~1. — The approved Volunteer Fire/EMS Corporations eligible to make nominations shall be comprised of those currently authorized by the Fire Commission as defined in SECTION 7 above. The President of the eligible corporation, or his/her designee recognized by the Fire Commission to represent the corporation, shall be authorized to place nominations for Fire Commission representation.~~

~~2. — Nominations may also be made from the floor.~~

~~3. — Each nominee must signify his or her intention to run as a candidate either in person or via a letter sent to the Fire Commission.~~

~~4. — Candidates must be at least twenty-one years of age.~~

~~5. — All nominees shall be at large with no specific District or other designation.~~

~~6. — Individuals shall be nominated for each expiring or vacant Fire Commission position.~~

~~7. — After all of the nominees have been made and accepted the voting shall commence.~~

~~8. — One vote will be cast by each company for 1 nominee for each expiring or vacant position.~~

~~9. — The results of the election shall be recorded with the total number of votes received by each nominee. The nominees with the most votes will be submitted in writing for selection to the County Executive for approval.~~

~~10. — All business will be conducted under Roberts Rules of Order.~~

~~All of these rules were accepted at the~~

~~organizational meeting held on December
26, 1970. Amendment July 18, 1979.
Amendment November 4, 2014.
Amendment February 7, 2018~~