

Bylaws of the Board on Public Safety Standards and Training

Article I NAME, PURPOSE, and POWERS

The Board on Public Safety Standards and Training (Board), established by Oregon Revised Statute (ORS) 181.620, is charged with developing talented individuals into public safety providers who are culturally competent, ethically, physically, and emotionally fit, and well training, highly skilled and responsive to the needs of their communities. The Board will promote the safety, efficiency, effectiveness, self-sufficiency and competence of public safety agencies and professionals and support collaboration among public and private security, law enforcement, fire service, telecommunications and corrections organizations, the related organizations with who they work and the interests of the communities they serve. The Board adopts or approves all policies, standards and minimum requirements for public safety certification and training.

Article II MEMBERSHIP, APPOINTMENTS, RESIGNATION and TERMINATION

Membership. Membership is defined in ORS 181.620.

Appointments. The Governor will appoint Board members. The appointment of members is subject to confirmation by the Senate.

The term of an appointed member is three years. An appointed member may be appointed to a second term. Except for members who serve by virtue of office, no member will serve more than two terms.

Board vacancies will be handled in the same manner as making an initial appointment.

Resignation and Termination. Resignation from the Board must be in writing and received by the Board chairperson.

Any appointment made based on a Board member's employment is automatically revoked if the Board member changes employment.

A Board member may be removed by the chairperson for just cause or at the request of the recommending or represented organization/agency.

Article III MEETINGS and QUORUM REQUIREMENTS

Meetings. Meetings will be held in accordance with Oregon Public Meetings Law (ORS 192.610-192.690). The Board will meet at least once every three months at such times and places as determined by the Board in coordination with DPSST. Meeting times and dates will be scheduled on a yearly basis and can be changed at the discretion of the chairperson.

Meeting Agendas. An agenda will be prepared by DPSST staff, in consultation with the Board chairperson. Discussions and actions of the Board will not be limited to agenda items. Discussions and actions may include any business consistent with the duties and responsibilities of the Board.

Participation. Deliberation of issues will only be conducted by Board members. Individuals other than Board members wishing to address the Board must submit a written request to DPSST at least two weeks prior to any meeting. In special circumstances, the chairperson of the Board may allow non-members to address the Board at a meeting, provided they adhere to the subject and limit their presentation as requested by the chairperson.

Voting/Quorum. Board members are appointed to adopt or approve policies and standards that govern the public safety disciplines. A quorum for any meeting of the Board must consist of a majority of voting members of the Board. No formal action may be taken by the Board without approval of a majority of a quorum. Only officially appointed members may vote.

Past Board decisions will not dictate precedence for future Board decisions.

Conflicts of Interest/Potential Conflict of Interest.

To abstain from a vote is to fail to perform a most important function given to a Board member. In accordance with Oregon Revised Statute (ORS) 244.020(1) a Board member is met with an actual conflict of interest when participating in a Board official vote, which would result in a financial benefit or detriment to the Board member, a relative of the Board member or a business with which either is associated with. In accordance with ORS 244.020(13) a Board member is met with a potential conflict of interest when participating in a Board official vote, which could result in a financial benefit or detriment to the Board member, a relative of the Board member or a business with which either is associated with. Absent compelling circumstances Board members should not abstain from voting.

If a Board member is met with a conflict of interest, the Board member must publicly announce the nature of the conflict of interest before participating in any allowable official vote on the issue giving rise to the conflict. The announcement must be made in a public meeting.

Following the public announcement of the nature of a potential conflict of interest, the Board member may participate in official action on the issue that gave rise to the conflict of interest. Following the public announcement of the nature of an actual conflict of interest, the Board member must refrain from further participation in official action on the issue that gives rise to the conflict of interest.

Exception: If a Board member is met with an actual conflict of interest and the Board member's vote is necessary to meet the minimum number of votes required for official action, the Board member may vote. The Board member must make the required

announcement of their conflict of interest and refrain from any discussion or debate but may participate in the required for official action by the Board, pursuant to ORS 244.120(2)(b)(B).

Subcommittees. The Board chairperson, in consultation with Board members and the Department, may create subcommittees if needed.

Records. The transactions of every public meeting of the Board will be recorded in the form of minutes and will be made available to the public. Minutes will reflect the subject and outcome of each vote. Records will be retained in accordance with the Secretary of State Archives Division Records Retention Schedule for DPSST/BPSST.

Article IV ELECTION of OFFICERS, RESPONSIBILITIES

Chairperson. The chairperson will convene and preside over meetings of the Board and sign on behalf of the Board as required by law. The chairperson will represent the Board before all public bodies and will serve as a member of the Executive Committee to the Board. The chairperson will perform other duties as assigned by the Board. Only voting members of the Board are eligible to serve as chairperson.

Vice Chairperson. The vice chairperson will perform the duties of the chairperson in the chairperson's absence and, when acting in this capacity, will have all the powers and authority of the chairperson. In addition, the vice-chairperson may chair committees on special subjects as designated by the chairperson. Only voting members of the Board are eligible to serve as vice chairperson.

Election. Elections will be held when a vacancy of the chair or vice chair occurs. The chairperson and vice chairperson will be selected by the voting members of the Board.

Board Members. Board members will act as conduits for the exchange of information between the constituency, the associations they represent and the Board. Board members will follow statutes and administrative rules or work to change such rules and statutes if inappropriate. Board members will take into consideration the statewide impact on agencies, other disciplines and the public when making decisions.

Article V AMENDMENTS TO BYLAWS

These bylaws may be amended by a majority vote of members of the Board at any regular meeting, provided the proposed amendment or amendments have been sent to each Board member five working days prior to the meeting.

These bylaws were approved at a meeting of the Board on Public Safety Standards and Training on **January 26, 2023.**