

POLICY

All fire chiefs of the rural Eddy County Fire Departments shall be members of the county Fire Board as well as the County Fire Marshal or Deputy Fire Marshal. The County Manager or Assistant County Manager, and two appointed members of the County Commission, will serve as non-voting, ex officio members.

The County Fire Marshal or Deputy Fire Marshal is the chairman of the Fire Board. A vice-chairman will be elected from the Fire Board Members by the Fire Board Members annually during the July meeting. In the absence of the Chairman, the Vice-Chairman will preside over the Fire Board Meeting.

The Fire Board shall not meet without the County Fire Marshal or Deputy Fire Marshal and/or the County Manager or Assistant County Manager being present.

DUTIES AND RESPONSIBILITIES

The organization and purpose of the Eddy County Fire Board is to discuss and recommend policy, rules, and regulations as they relate to the volunteer fire departments. Such issues include fire department administration, training, operation, and maintenance including but not limited to:

- General administration
- Fire suppression
- Fire prevention programs
- Finance
- Budgets
- Reports
- Purchasing
- Contracts
- Mutual aid agreements
- Personnel policies
- Insurance coverage
- Safety
- Retirement programs
- Equipment standardization
- Training
- District boundaries
- Coordination of resources
- Emergency Medical Services

PROCEDURES

The Fire Board shall conduct meetings at regular intervals in order to discuss issues relevant to the Fire Departments' concerns. Special meetings may be called either by the Fire Marshal or by a majority of the members at any time there is important business to be discussed.

EDDY COUNTY VOLUNTEER FIRE DEPARTMENTS
POLICY MANUAL

103 Eddy County Fire Board

The Fire Board must have a majority of its members present in order to have a quorum. In the event that a member of the board is unable to attend a meeting, an alternate may be selected, with this alternate being either another member of the fire department or of the county commission and will be able to provide a proxy vote at such meetings. Each member of the Fire Board, or their duly selected alternate, shall have one vote. The Fire Marshal or Deputy Fire Marshal will vote on issues only to break a tie. Only matters having the majority support of those members present will be considered a decision of the Fire Board.

The county Fire Marshal or Deputy Fire Marshal, as chairman of the Fire Board, will be responsible for the agenda and for notifying the board of the time, date, and location of meetings. The Fire Board will make recommendations to the County Commission by written report or request, usually presented by the Fire Marshal or Deputy Fire Marshal. In the event that the Fire Marshal or Deputy Fire Marshal is unable to make such a presentation, another member of the board may be appointed to perform this duty.