

1-108 Subcommittees

A Board committee may establish and maintain subcommittees composed of members of the committee and/or other individuals appointed by the chair or FTF staff. The committee chair shall designate the matters to be considered by the subcommittees. All such subcommittees shall act as advisory bodies to the committee. A subcommittee may also establish its own subcommittees.

All subcommittees shall hold and conduct their meetings in accordance with the requirements of the Open Meeting Law. The chair of each subcommittee shall be its presiding officer and shall set the time, date and place of the meetings in consultation with FTF staff. The chair of the establishing body may designate a subcommittee chair and vice chair or may allow FTF staff to designate the chair and vice chair. If the subcommittee chair and vice chair are absent from a meeting, the chair of the establishing body or FTF staff may name an acting chair for that meeting.

Forty percent (40%) of the members of a subcommittee shall constitute a quorum, unless a higher quorum requirement is designated by the establishing body or the subcommittee has fewer than 6 members. For a subcommittee of fewer than 6 members, a majority of the members shall constitute a quorum.

Subcommittee members may participate in subcommittee meetings either in person or by telephone, video or internet conferencing when available.

Adopted April 30, 2013

Revised December 5, 2017