

**Item Title:** Resolution for the Restructure of the Fire Commission

**Specific Action Requested:**

**That the Board of Commissioners:**

- 1. Authorizes the restructuring of the Wake County Fire Commission to include the appointment of two additional members to serve as alternate citizen representatives; define a citizen appointee as a resident of Wake County; require citizen appointees not be affiliated in any manner with a Wake County Fire Department or their Board of Directors; reduce the number of unexcused absences from three (3) to one (1); and clarify that primary representatives of the four Fire Service Planning and Service regions be individuals serving as a Fire Chief of any of the represented region's fire departments; and**
- 2. Authorizes the Fire Commission to implement the approved changes by amending the current Fire Commission Rules of Procedure.**

**Item Summary:**

On September 21, 1998, the Board of Commissioners restructured the Fire Commission to include seven (7) citizen appointee members; however, historically, only five (5) of those seats have been filled.

At the July 21, 2016 Fire Commission meeting, the Commissioners discussed proposed changes to the Fire Commission Rules of Procedure, based upon recommendations from the Administrative subcommittee. The recommended changes were presented to the Board of Commissioner's Public Safety Committee on October 24, 2016 for review and recommendation.

The recommendation from the Public Safety Committee and staff is to structure the two unfilled positions as "alternate" citizen representatives and fill those positions at the Board's earliest opportunity. These members would serve to fill in one of the five "primary" citizen positions during periods of temporary absence. The "alternate" positions would be non-voting, unless they were sitting in for an absent "primary" member. In those instances, the specific "alternate" member would have voting privileges for that particular meeting. To ensure a balanced Fire Commission, the Public Safety Committee and staff recommended that the citizen representatives shall not be affiliated with any Wake County Fire Department or its Board of Directors.

Additionally, there was a request to clarify the meaning of a "citizen" appointee. The Public Safety Committee recommended that the meaning of "citizen" appointee be "any resident of Wake County."

In order to align the Fire Commission's Rules of Procedures' attendance policy with the Wake County Board of Commissioners Policy and Procedures for Advisory Board and Committee Appointments attendance requirements, it is recommended that the number

of annual unexcused absences from Fire Commission meetings be reduced from three (3) to one (1). This would represent a 75% attendance rate for the six (6) annual meetings.

It is also recommended that the Board of Commissioners clarify the position of Fire Service Planning and Service Region representative be filled by a Fire Service member serving at the rank of Fire Chief from any of the respective fire region's member fire departments.

The recommended changes fall under the purview of the Board of Commissioners pursuant to NCGS 153A-76, which gives the Board of Commissioners the power to change the composition and selection of Boards and Commissions. The action requested is a result of the Public Safety Committee's feedback and comments provided by the Wake County Attorney's office.

**Attachments:**

1. Wake County Fire Commission Rules of Procedure – Red line
2. Wake County Board of Commissioners Policy and Procedures for Advisory Board and Committee Appointments