



# Fire and Life Safety Competency Recognition Advisory Committee By-Laws

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## ARTICLE I - Name

The committee shall be known as the FIRE AND LIFE SAFETY COMPETENCY RECOGNITION ADVISORY COMMITTEE (FLSCRAC).

## ARTICLE II - Purpose

The purpose of the Fire and Life Safety Competency Recognition Advisory Committee (FLSCRAC) is to provide input to the Office of State Fire Marshal in the recognition process, review denied applications that are appealed, and determine whether alternative training meets the intent of the recognition requirements for effectively operating the Fire and Life Safety Competency Recognition program. The members receive no compensation for their work. Motivation for participating in the committee stems from the desire to shape the Fire and Life Safety Competency Recognition program in a fashion most beneficial to Oregon's fire service and the communities they serve. The committee operates in an advisory capacity only. Suggestions or actions of this committee are intended to keep the State Fire Marshal informed as to the possible effects the recognition program will have on Oregon's fire service.

## ARTICLE III - Committee Membership

### Section 1. Membership

- a. The committee shall be made up of representatives of the following:

Exempt Jurisdictions	2
Non-exempt Jurisdictions	2
Construction Trades	1
Oregon Fire Marshals Association	1
Department of Public Safety Standards and Training	1
Oregon Fire Chiefs Association representative to the Governor's Fire Service Policy Council	1
<u>Office of State Fire Marshal</u>	<u>1</u>
Total	9

- b. The member representing the Office of State Fire Marshal shall be chair.

### Section 2. Appointment of Membership

- a. The chair will provide the Committee with a list of individuals who meet the above parameters who are interested in serving on the Committee, along with recommendations to the Committee for their review.
- b. The State Fire Marshal, or his/her designee, shall appoint replacement representatives from the original list of names, as well as the recommendations of the Recognition Advisory Committee.



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## ARTICLE IV - Committee Membership

### Section 1. Term of Membership

- a. One of the initial appointees representing Oregon's exempt jurisdiction shall serve one two-year term. One shall serve a one-year term.
- b. One of the initial appointees representing Oregon's non-exempt jurisdiction shall serve one two-year term. One shall serve a one-year term.
- c. Thereafter, all members shall serve a two year term or until their successor is appointed, and their term of membership shall begin at the close of the meeting at which they are appointed.
- d. The member representing the construction trade sector shall serve one two-year term. The term of membership shall begin at the close of the meeting at which they are appointed.
- e. The member representing the Oregon Fire Marshals Association (OFMA) shall be the current OFMA President; or designee appointed by OFMA board and shall be a current member of their board. The member will serve a one-year term concurrent with his or her term as OFMA President or the designee shall serve a two-year term.
- f. The member representing the Department of Public Safety Standards Training shall be a current Fire Training Supervisor or his or her delegate.
- g. The member representing the Oregon Fire Chief Association shall also be the representative to the Governor's Fire Service Policy Council (GFSPC). The member will serve concurrent with his or her length of service on the GFSPC.

### Section 2. Member Participation

If a member misses more than two committee meetings within 12 months, their membership will come under review of the committee. Failure to participate could result in dismissal from the committee.

### Section 3. Serving on Committee

There shall be a two-year waiting period before a member can again serve on the Committee.

### Section 4. Member Vacancies

Vacancies shall occur when a term expires or when a member:

- a. resigns.
- b. expires.
- c. leaves position of employment.
- d. no longer qualifies as a "member" as described in Article III Section 2.



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## Section 5. Unable to Fill a Vacancy

The Office of State Fire Marshal may appoint an individual member when a vacancy occurs in that member category and a volunteer to fill the vacancy has not been found. Such appointment is for one year.

## ARTICLE V - Quorum

Five voting members shall constitute a quorum.

## ARTICLE VI - Meetings

- a. The Committee may hold quarterly meetings unless changed by vote. Additional meetings may be held if there are items of an urgent nature.
- b. It shall be decided at each meeting the time and place of the next meeting.
- c. Meetings of the Committee shall be conducted pursuant to "Robert's Rules of Order" unless the Committee establishes separate rules.
- d. Meeting minutes will be distributed to committee members and posted on the OSFM's website.

## ARTICLE VII - Amending By-laws

By-laws may be amended by majority vote of a quorum.

## Membership roster

Name	Organization	Location
Traci Cooper	Non-Exempt Jurisdiction: Redmond Fire and Rescue	Redmond
Chuck Chaffin	Oregon Fire Marshals Association	Lake Oswego
Bill Bench	Exempt Jurisdiction: Forest Grove Fire and Rescue	Forest Grove
Dan Patterson	Exempt Jurisdiction: Medford Fire Department	Medford
Nathan Philips	National Electrical Contractors Association	Eugene
Terry Riley	Department of Public Safety Standards and Training	Salem
Stacy Warner (Chair)	Office of State Fire Marshal	Salem
Ed Wilson	Oregon Fire Chiefs Association	Lake Oswego
Mark Wilson	Non-Exempt Jurisdiction: Lebanon Fire Department	Lebanon