

**BYLAWS OF THE RED RIVER REGIONAL
DISPATCH CENTER
BOARD OF AUTHORITY**

ARTICLE I – NAME AND PURPOSE

The name of the organization shall be the Red River Regional Dispatch Center Board of Authority (herein referred to as BOA). The Board is established through authority and powers set forth in the Joint Agreement for Dispatch Services dated August 3, 2001, amended in March 2002 and through adoption by the parties of a Joint Powers Agreement (Amended and Reconstituted) with an effective date of January 1, 2008. The BOA is established to supervise and direct operations of the RRRDC. The BOA shall have authority to appoint an executive director to manage and carry out the day-to-day operations and functions of the joint dispatch center.

ARTICLE II– MEMBERSHIP OF BOARD OF DIRECTORS

Article II amended December 09, 2009 with an effective date of January 20, 2010. Membership of the RRDC BOA shall consist of one member appointed by the governing body of the following agencies:

- A. Moorhead Police Department
- B. Fargo Police Department
- C. Moorhead Fire Department
- D. Fargo Fire Department
- E. Cass County Sheriff's Office
- F. Clay County Sheriff's Office
- G. West Fargo Police Department
- H. Clay County Police Agencies

The BOA shall also consist of one non-voting member appointed by F-M Ambulance Service. Except for F-M Ambulance, all member agencies shall have one vote per agency concerning BOA matters.

There shall be a Chair and a Vice-Chair elected to serve one year terms and no more than three consecutive one-year terms. The one year term shall begin January 1 and expire on December 31 of each respective year. All voting Board members will rotate through the two positions of Chair and Vice-Chair on a schedule alternating between North Dakota and Minnesota agency Board members. After expiration of the one-three year term as Chair, the Chair shall leave office and the elected Vice-Chair shall assume the position of the Chair. The next member in the designated sequence of agencies shall assume the office and duties of the Vice-Chair in the following order:

Moorhead Police Department
Cass County Sheriff's Office
West Fargo Police Department
Moorhead Fire Department
Fargo Police Department
Clay County Sheriff's Office
Fargo Fire Department
Clay County Police Agency

The Chair and Vice-Chair shall be elected as prescribed at the January meeting of the Board.

The Chair shall convene regularly scheduled Board meetings and preside over all business conducted by the Board. The Chair shall perform all duties of the office of the Chair and those established by the BOA. The Vice-Chair shall assume the duties of the Chair at the meeting where the Chair is absent.

A Board member may appoint a member of his/her department to vote or otherwise act for the Board member by notifying the Chair of such appointment.

ARTICLE III – MEETINGS

Meetings of the RRRDC BOA will be held quarterly at a time and place set by the Board. The Board shall convene subject to the North Dakota open records and meeting laws. Each voting Board member shall be entitled to cast one vote. Absentee votes are not allowed.

A quorum shall consist of a majority of board members. A quorum must exist before Board business may be transacted or motions made or passed. A Board member may appoint another member of his/her department to vote or otherwise act for the Board member by notifying the Chair of such appointment.

Minutes of each Board meeting shall be kept by a Recording Secretary designated by the Board. A copy of the minutes shall be distributed to Board members as soon as possible following the meetings. Special meetings may be called by the Chair of the BOA or by any two or more members of the BOA. Committee meetings may be called by the Chair as needed or by the chair of such committee or by any two members of such committee. Notice of each meeting shall be given to all members by mail or e-mail not less than three days before the meeting. Such notice may be waived in writing by all members of the BOA. Unless it is inconsistent with these Bylaws, Roberts Rules of Order shall govern the conduct of all meetings of the Board of Directors and the Executive Committee.

ARTICLE IV – COMMITTEES

The Board may create committees to address personnel, finance, operational and other matters of the RRRDC. A Board member or a specially appointed staff person may be appointed to serve on such committee on behalf of the member agency.

ARTICLE V – AMENDMENT OF BYLAWS

These Bylaws may be amended by the Board by a majority of the Board of Directors. Proposed amendments shall be submitted in writing to all members at least thirty (30) days before the meeting at which the proposed amendment is considered.