



## Ohio Administrative Code Rule 121-1-03 Officers and committees.

Effective: April 3, 2022

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(A) The officers of the commission shall be a chairman, vice chairman, and secretary.

(1) The chairman shall preside over all regular and special meetings of the commission. The chairman shall vote on any issue before the commission.

(2) The vice chairman shall preside over the meetings of the commission in the absence of the chairman, and perform all other duties of the chairman in his absence or disability.

(3) The secretary shall maintain the minutes and other records of the commission, and shall maintain a file of all papers and documents pertaining to actions of the commission.

(B) Election of officers shall be held at the regular meeting of the commission in October and officers shall serve for a term of two years. Nominations for each office shall be made at the regular monthly meeting preceding the October board meeting. In the event of the death or resignation of any officer during term, a successor, for the balance of the term only, shall be nominated and elected at the next regular meeting of the commission.

(C) The commission may designate such standing committees and special committees as it deems appropriate and specify the number to serve on such committees. The chairman of the commission shall appoint the members of each committee, who shall select a chairman amongst each other, and the committees shall meet upon the call of the respective chairman.

(D) If a member of the commission believes that there is a conflict of interest within the commission, he/she may bring the matter to the commission and upon approval by six members, the commission shall consult the Ohio ethics commission for a ruling on the subject.

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