

Office of Insurance and Safety Fire Boiler & Pressure Vessel Technical Advisory Board Bylaws

ARTICLE I

General Section 1: This organization is created under O.C.G.A. § 25-15-10 and shall be known as the Boiler & Pressure Vessel Technical Advisory Board.

Section 2: Purposes

The Boiler & Pressure Vessel Technical Advisory Board's purpose is to advance the safety of the citizens of Georgia in all areas as it relates to the general the use and care of boilers and pressure vessels regulated by the Official Code of Georgia Annotated and the Georgia Rules and Regulations. The board will have the responsibility of offering opinions on the State's regulatory changes.

ARTICLE II

Membership

Section 1: Eligibility

Any person, association, corporation, partnership having an interest in the objectives of as they relate to the State of Georgia Boiler & Pressure Vessel statute and regulations shall be eligible for membership.

Section 2: Members

The board will consist of members appointed by the Commissioner of Insurance and Fire Safety. Applications for membership shall be in writing to the Office of the Insurance and Safety Fire Commissioner listing the applicant's interest and background. The board will be limited to no more than fourteen (14) members.

Section 3: Voting

In any proceeding in which voting by members is called for, each member in good standing shall be entitled to cast 1 vote.

Article III

Meetings

Section 1: Regular Meeting

The regular meeting of the Boiler & Pressure Vessel Technical Advisory Board will be once a year in compliance with state law, shall be held during the first Thursday in September of each year. The time and place shall be fixed by Office of Insurance and Safety Fire Commissioners Safety Engineering Division. Notice of the regular meetings shall be posted at a minimum, at some time during the two-week period prior to the meeting. The agenda for all meetings will be set by the Office of Insurance and Safety Fire Commissioner. Failure to include on the agenda an item which becomes necessary to address during the course of a meeting shall not preclude considering and acting upon such item.

Section 2: Special called meeting may be called by the Office of Insurance and Safety Fire Commissioner for any urgent matter. Notice of special meetings shall be posted at a minimum, at some time during the two-week period prior to the meeting.

Section 3: Quorums

At any duly called regular meeting of the Boiler & Pressure Vessel Technical Advisory Board eight (8) members shall constitute a quorum; at a board meeting, a majority of members present shall constitute a quorum.

Section 4: Notices, Agendas, and Minutes

Written notice of all meetings shall be posted at a minimum, at some time during the two-week period prior to the meeting by the Office of Insurance and Safety Fire Commissioners Safety Engineering Division. An advance agenda and minutes must be prepared for all meetings. A summary of the subjects acted on and those members present shall be posted to the public for inspection within two business days of the adjournment of the meeting. The complete minutes will be available pursuant to O.C.G.A. §50-14-1(e).

Article IV

Board Members

Section 1: Composition of the Board

The board of directors shall be composed of a maximum of fourteen (14) members, one-third of whom shall be elected annually to serve for 3 years or until their successors are appointed by the Commissioner of Insurance and Fire Safety.

Section 2: Selection Chairperson Vice Chairperson

A. Nominating Committee.

At the regular September board meetings the board shall nominate a Chairperson and Vice-Chairperson. Upon majority vote both the Chairperson and Vice Chairperson will serve a term of three (3) years. No board member who has served two consecutive 3-year terms is eligible for election for a third term. A period of 1 year must elapse before eligibility is restored.

Section 4: Vacancies

A member who shall be absent from 3 consecutive regular meetings of the board of shall automatically be removed as a member of the board unless confined by illness.

Vacancies on the board will be appointed by the Commissioner of Insurance and Safety Fire.

Article V

Officers

Section 1: Determination of Officers

The board shall recognize new and retiring officers at its regular September meeting for the coming year. The Nominating Committee shall also nominate officers every three years. At this meeting, the board shall elect the chair of the board, chair-elect, the vice chair to conduct the activities of the Boiler & Pressure Vessel Technical Advisory Board. Officers will be elected from members of the board.

Section 2: Duties of Officers

A. Chairperson. The chairperson shall serve as the chief elected officer of the Boiler & Pressure Vessel Technical Advisory Board and shall preside at all meetings of the Boiler & Pressure Vessel Technical Advisory Board.

B. Vice-Chairperson. The Vice-Chairperson shall exercise the powers and authority and perform the duties of the chair in the absence or disability of the chair.

Article VI

Section 1: Parliamentary Authority

The current edition of Robert's Rules of Order shall be the final source of authority on all questions of parliamentary procedures when such rules are not consistent with the charter or bylaws of the Boiler & Pressure Vessel Technical Advisory Board

Article VII

Amendments

Section 1: Revisions

These bylaws may be amended or altered by the Office of Insurance and Safety Fire Commissioners Office. **Adopted: (date) Amended: (date)**