Disclaimer: All Best Practices are provided as a guide for departments by the Pennington Co. Fire Service Board. These are for general guidance and should be modified by each department based on their own individual rules or standard operating guidelines/policies. Each department within Pennington Co. is ultimately liable for its own operations and practices.

OVERVIEW: Prior to the Pennington County Firefighters Association (PCFFA) being absorbed by the Pennington County Fire Service Board (PCFSB), 2 members were elected by that group to serve as representatives for Pennington County to the Black Hills Fire Advisory Board (BHFAB). Since the PCFFA responsibilities have become the PCFSB’s, the PCFSB needs to appoint the representative positions.

PURPOSE: Appointed individuals will attend the BHFAB meetings on behalf of the PCFSB and relay the discussion to all Pennington County organizations at the PCFSB meetings. These positions are two year rotated positions so one person’s term will overlap the others.

HISTORY: Original Release October 9, 2013

OPERATING PRACTICE:

1. There shall be two representatives from the PCFSB to the BHFAB.

2. These positions should be two (2) year overlapping terms, besides a one (1) year term starting January 2014.

   A. One position shall be elected in January 2014 to a one (1) year term and one person should be elected to a standard two (2) year term. Starting in January 2015, one person shall be elected to a standard two (2) year term. This will result in one person being elected every January to a two (2) year term. Each new two (2) year term will become effective February 1st to allow information passing from the outgoing representative to the incoming representative if they are different individuals.

3. The positions shall have time at the PCFSB meeting to speak on information obtained from any meetings they may have attended in the previous month. The time to present information shall be under the “Reports” section.

4. Any formal inquiry or decision by the PCFSB to the BHFAB shall be the responsibility of the two representatives to relay to the BHFAB.

5. No payment for services is allowed to individuals serving in these positions.

6. In the event an individual in unable to, or unwilling to serve their entire term, the Chair of the PCFSB may appoint an individual to serve the remainder of the term.