

**PENNINGTON COUNTY FIRE SERVICE BOARD (FSB)
BEST OPERATING PRACTICES (BOPs)**

ADMINISTRATION & MANAGEMENT	Date	BOP#
BLACK HILLS FIRE ADVISORY BOARD	Addition: 10/9/2013 Revision: 1/1/2024	FSB100

PREMISE:	The Pennington County fire Service Board (FSB) shall appoint two (2) members at large to serve as representatives on the Black Hills Fire Advisory Board (BHFAB).
PURPOSE:	The purpose of this BOP is to appoint individuals who will attend the BHFAB meetings on behalf of the FSB and relay the discussion to all Pennington County organizations at the FSB meetings. These positions are two-year, over-lapping, rotating positions.
SCOPE:	This BOP shall apply to all fire department personnel engaged in emergency scene activities.

OPERATING PRACTICE:

- 1) There shall be two (2) representatives appointed by the FSB to the BHFAB.
- 2) One (1) position shall be elected in January 2014 to a one-year term, and one (10 person shall be elected to a standard two-year term.
 - a) Starting in January 2015, one (1) person shall be elected to a standard two-year term. This will result in one (1) person being elected every January to a two-year term.
 - b) Each new two-year term will become effective February 1st.
- 3) The position shall have time at the FSB 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 FSB to the BHFAB shall be the responsibility of the two (2) representatives to relay back to the BHFAB.
- 5) No payments for services is permitted to individuals serving in these positions.
- 6) In the event an individual is unable to, or unwilling to serve out their entire term, the Chair of the FSB may appoint an individual to replace them for the remainder of the term.