

# PORT LUDLOW FIRE & RESCUE

## ADMINISTRATIVE POLICY

NUMBER: 511.10.01

Approved by: 

Date: June 14, 2011

SUBJECT: The Board of Fire Commissioners – Legal Status and Operation

Reviewed/Revised Date: *None*

REFERENCE: RCW Title 29 (Elections), RCW Title 42 (Public Officers and Agencies)  
RCW Title 52 (Fire Protection Districts)

### 1. PURPOSE:

The Board of Fire Commissioners of Port Ludlow Fire & Rescue is the legal entity established by law in the State of Washington to provide fire prevention, fire suppression, emergency medical services and the protection of life and property in the District. The District, a municipal corporation within the laws of the State of Washington, possesses all of the usual powers of a corporation for public purposes.

Port Ludlow Fire & Rescue, through its elected officials, adopt policy that defines the organization of the Board and the manner of conducting its official business. These policies that the Board adopts from time to time are designed to facilitate the performance of the Fire Commissioners' responsibilities.

### 2. Standard Definitions:

- Policy - a principle or rule to guide decisions and achieve rational outcome(s).
- Guideline – Clarifying material established for the purpose of expanding upon all governmental laws regarding Fire Protection Districts and Fire Commissioners without changing the intent of RCW's or WAC's.

### 3. GUIDELINE:

- 3.1 The Board shall adopt a "Fire Commissioners Guidelines" manual to centralize information on common issues related to the role of a member of the Board of Fire Commissioners. This manual, by a majority vote of the Board, may be revised from time to time at the sole discretion of the Board.
- 3.2 The Board shall adhere to the requirements of the Revised Code of Washington and the Washington Administrative Code as they pertain to Elections, Public Officials and Agencies and Fire Protection Districts.
- 3.3 Committees of the Board may be created by a majority vote of the Board. The Chair shall appoint Board members to serve on the committees.