

# **Girdwood Public Safety Advisory Committee**

## **Operating Procedures**

The Girdwood Public Safety Advisory Committee (GPSAC) is an advisory body with specific responsibility for public safety, including liaising with any contracted police and public safety services within the Girdwood Valley Service Area. The GPSAC reports to the Girdwood Board of Supervisors (GBOS).

### **I. Meetings**

- Regular meetings are held the first Monday of each month, unless a national holiday or other important event conflicts. Meetings that are re-scheduled will be properly noticed at least one week in advance of the meeting date.
- Special Meetings may be called with a minimum of 24 hours advance notice. Special Meetings are open to the public and must be properly noticed 24 hours in advance of the meeting.
- Meetings are public and open to all interested members of the community or other observers.
- A previously published agenda is followed at each meeting. Draft Minutes of the prior meeting will be posted along with the draft agenda at least one week in advance of the meeting date.
- The chair or designee leads the meeting; staff or designee takes and publishes minutes of the meeting.
- Robert's Rules of Order will be followed when necessary.
- Public Comment will be an agenda item at all Regular and Special meetings.

### **II. Selection of Voting Membership and Term of Service**

- Voting members of the GPSAC are selected to serve for two year terms by a system of application to the Girdwood Board of Supervisors. Selection of members will occur in GBOS Executive Session.
- Voting members of the GPSAC must be registered to vote in the Girdwood Valley Service Area.

- Terms are to be staggered so that all members do not change over on the same year.  
Seats A & B renew in March every year ending in odd numbers  
Seats C & D renew in March every year ending in even numbers

- Voting members are required to attend 75% of meetings. Members who are not able to meet this commitment will be replaced through a system of application to and selection by the GBOS.

### **III. Voting Membership**

- The GPSAC consists of 4 full voting members plus the GBOS Public Safety supervisor as an ex-officio member.

- A quorum of at least 3 of the 4 voting members is required in order for the meeting to be held.

### **IV. Decision Making**

- Any member may entertain, propose or second a motion.
- Once seconded, a motion will be discussed by members then the public will be invited to comment on the motion.
- All motions are passed by a majority of the full voting members. The ex-officio GBOS member may vote only to break ties between full voting members.
- In the event that the GBOS ex-officio member does not break the tie, the full voting members may immediately re-vote once. If the re-vote is tied then the motion will fail.

### **V. Modifications to this document**

- Members may modify this document with a majority vote following the decision-making process described above.

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c/o GBOS  
PO Box 390  
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