

3772-2-03**Commission Meetings.**

- (A) All meetings of the Commission shall be open meetings under Section 121.22 of the Ohio Revised Code except as otherwise allowed by law.
- (B) Any member of the Commission may place an item on a Commission agenda for consideration by the entire Commission.
- (C) At any meeting of the Commission, the presence of five (5) members of the Commission constitutes a quorum for the transaction of official business.
- (D) Any action of the Commission may be effected only upon a motion which is considered by the Commission and passed with not fewer than four (4) affirmative votes.
- (E) Commission matters that are acted upon during a meeting shall be memorialized in the form of a resolution signed by the Chairperson or placed in the official minutes of the meeting.
- (F) A record of all Commission proceedings shall be kept by the Executive Director, and meeting minutes shall be subject to the approval of the Commission.

Effective:

R.C. 119.032 review dates:

Certification

Date

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| Promulgated Under: | 119.03 |
| Statutory Authority: | 3772.03(D)(27), 3772.033(M) |
| Rule Amplifies: | 3772.02 |