

NEVADA COMMUNICATIONS STEERING COMMITTEE BYLAWS

ARTICLE I

Name and Authority

The Nevada Communications Steering Committee (NCSC, and hereinafter, “the Committee” or “Committee”) was confirmed and established through Executive Order signed January 3, 2008 by Governor Jim Gibbons.

ARTICLE II

Purpose & Mission

The purpose of the Committee shall be to:

- a) Accept and discharge such duties as may be assigned by the Chair of the Nevada Commission on Homeland Security; and
- b) Advise the Director of Nevada’s Office of Homeland Security on communication technology issues; and
- c) Act as the state interoperability executive committee

It is the mission of the Committee to facilitate the planning, development and operation of interoperable communication systems for use between government officials and emergency response agencies in Nevada.

ARTICLE III – MEMBERSHIP

Section 1: Members

The Governor shall appoint to the Committee up to 25 voting members that he determines to be appropriate, and who serve at his pleasure, including:

- a) Members of the Committee shall be designees of Nevada public safety entities (as defined by the United States DHS – See appendix A, except any representative from private industry must be approved by the Chair). The entity represented should be an FCC license holder for a public safety representative operating within Nevada or a retired official of any such public safety entity.
- b) One member from the Nevada Commission on Homeland Security.

Section 2: Term

Except for the initial members, the term of office of each member of the Committee is three years and commences on July 1 of the year of appointment.

Members may be reappointed at the pleasure of the Governor, and there is no limit on the number of terms that a member may serve

Section 3: Termination

Membership shall be terminated at will or discretion by the appointing Governor, Chair or Vice Chair (in the absence of the Chair), upon determination that three unexcused absences within a twelve (12) month period have occurred, or for unlawful behavior, or if it has been determined that excessive disruptive behavior is harmful to the Committee in fulfilling its duties. Excused absences are at the discretion of the Chair or Vice Chair (in the absence of the Chair).

Section 4: Voting

A majority of the voting members of the Committee constitutes a quorum for the transaction of business, and a 2/3 majority of those voting members present at any meeting is sufficient for any official action taken by the Committee. Each member shall possess a single vote.

Section 5: Compensation

No compensation will be granted to any Committee member for his or her services during any term on the Committee.

ARTICLE IV – OFFICERS

Officers and Duties

The officers of the Committee shall consist of the Chair, Vice Chair and sub-committee chairs as follows:

(a) Chair – Upon vote and recommendation of the Committee, the Chair is appointed by the Governor. The Chair convenes meetings and is the presiding officer at all meetings, and prepares the official meeting agenda. The Chair is the leader of the Committee and appoints standing committee chairs.

The Chair shall provide periodic reports to the Office of the Governor regarding the activities of the Committee.

(b) Vice Chair – The Vice Chair is appointed by the Governor and presides in the absence of the Chair. The Vice Chair also serves as Chair of special committees as deemed necessary by the Chair. Upon vote of the Committee, the Vice Chair will be recommended to the Governor to fill the position of Chair after his or her term expires.

(c) Subcommittee chairs – subcommittee chairs are appointed by the Chair. Subcommittee chairs may convene subcommittee meetings.

ARTICLE V – SUBCOMMITTEES

Subcommittees

The Chair of the Committee may appoint subcommittees deemed necessary by the Chair to assist in carrying out the duties of the Committee. The Chair shall appoint to a subcommittee the number of members of the Committee and knowledgeable non-members that he determines to be appropriate within the bounds of the law. All subcommittees will provide a monthly status report to the Chair.

ARTICLE VI – MEETINGS

Meetings

Committee meetings shall be:

- a) Held at the call of the Chair or Vice Chair (in the absence of the Chair) as frequently as required to perform Committee duties, but not less than quarterly.
- b) Meeting minutes shall be recorded, distributed and maintained by the support staff.
- c) Members may attend meetings either in person, by teleconference or videoconference.
- d) All meetings will be conducted in accordance with Nevada's open meeting laws.

Subcommittee meetings shall be held as necessary at the call of the subcommittee chair.

ARTICLE VII – SUPPORT

Administrative Support

The Nevada Office of Homeland Security shall provide administrative support to the Committee.

ARTICLE VIII- AMENDMENTS

Amendments

These bylaws may be amended when necessary by a vote of the Committee. Proposed amendments must be submitted in writing to the Chair of the Committee. No amendment shall be made which contradicts or conflicts with the enabling authority or Executive Order establishing the Committee. Proposed amendments to these bylaws cannot be acted upon at the same meeting they are proposed.

Approved: 5 August 2008

Appendix A

Public Safety Entities

- Fire Services
- Law Enforcement
- Emergency Management
- Government Administrative Services
- Emergency Medical Services
- Public Health
- Health Care
- HazMat
- Private Industry
- Volunteer Organizations
- Public Safety Communication
- Public Works