

GPAC Governance Process Policy
ROLE OF CHAIR AND VICE CHAIR

Number: GP-5

Date Approved: April 14, 2016

The Chair must ensure the integrity of the Commission's process. The Chair is also authorized to represent the Commission to outside parties. The Chair is the only Commission member authorized to speak for the Commission (beyond simply reporting Commission decisions), unless the Commission specifically authorizes another person.

1. The assigned result of the Chair's job is that the Commission behaves in a manner consistent with its own rules and those legitimately imposed upon it from outside sources (i.e., government).
 - 1.1. Meeting discussion is limited to those issues which, according to Commission policy, clearly belong to the Commission to decide, rather than the CEO;
 - 1.2. Deliberation at Commission meetings is fair, open and thorough, while remaining efficient, timely, orderly and pertinent;
 - 1.3. Timely, relevant agendas are prepared for Commission meetings;
 - 1.4. The Vice-Chair is informed of current and pending issues and processes.
2. The Chair has authority to make reasonable interpretations of Commission policies on Governance Process and Commission-CEO Relationship, with the exception of (a) employment or termination of a CEO and (b) instances where the CEO specifically delegates portions of his authority to others.
 - 2.1. The Chair is empowered to chair Commission meetings with all commonly accepted powers of that position (i.e., ruling, recognizing, etc.).

2.2. The Chair has no authority to make decisions about policies created by the Commission within Ends and Executive Limitations policy areas. Therefore, the Chair has no authority to supervise or direct the CEO.

2.3. The Chair represents the Commission to outside parties in announcing Commission positions and policies, and in stating Chair decisions and interpretations within the areas delegated to the Chair.

2.4. The Chair is authorized to determine the activities undertaken by the Commission members which may be designated as special services to the Commission and to approve any honoraria which may be payable.

2.5. The Chair is authorized to sign the CEO's expense account.

2.6. The Chair serves as an ex officio member of any Commission committee.

2.7. The Chair may delegate his/her authority, but remains accountable for its use.

3. The Commission shall elect a Vice-Chair from among the public members of the Commission. In the absence or inability of the Chair or Vice-Chair to act, the Commission shall elect another public member to act as temporary Chair or Vice-Chair. The Vice-Chair shall have the following responsibilities:

3.1. In the absence of the Chair or in his/her inability to act, the Vice-Chair shall carry out all responsibilities normally exercised by the Chair;

3.2. Within areas of responsibility overseen by the Vice-Chair, the Vice-Chair shall ensure the Chair is fully informed of current and pending issues and processes.

3.3. Such other responsibilities that have been delegated to the Vice-Chair by the Commission.

Approved: 

Reviewed: _____

Date: 10/09/28

Date: _____