

# California Fire & Rescue Training Authority

POLICY TITLE: Council Actions and Decisions

Issue Date: 2/9/2011

POLICY NUMBER: 5040

Revised:

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**5040.1** Actions by the Governing Council include but are not limited to the following:

**5040.1.1** Adoption or rejection of policies;

**5040.1.2** Adoption or rejection of a resolution;

**5040.1.3** Approval or rejection of any contract or expenditure;

**5040.1.4** Approval or rejection of any proposal that commits Authority funds or facilities; and

**5040.1.5** Approval or disapproval of matters that require or may require the Authority or its employees to take action and/or provide services.

**5040.2** Action may only be taken by a unanimous affirmative vote of the Governing Council present at a meeting (provided a quorum has been achieved).

**5040.3** The Council may give directions that are not formal action. Such directions do not require a motion and a vote. Such directions include the Council's directives and instructions to the Executive Director.

**5040.3.1** The Council Chair shall determine by consensus a Council directive and shall state it for clarification. Should any two Council Members challenge the statement of the Council Chair, a voice vote may be requested.

**5040.3.2** If a directive is disputed, it may be placed on a future agenda for Council consideration, or a new directive may be made to take some other action (such as refer the matter to the Executive Director for review and recommendation, etc.).