

 <b>TOWN OF DEWEY-HUMBOLDT</b>	<b>PG № TC20-01</b>
<b>All Public Bodies : Town Council, Board, Commission, and Committees</b>	<b>Effective Date: January 7, 2020</b>
<b>Subject:</b> <i>Regional organization appointments</i>	

1. **Purpose and Scope:** To provide a procedure for Council or other public bodies to appoint representatives to regional organizations. Town staff representation at regional organizations is not subject to this policy.

2. **Background:**  
 The Town participates in the activities of several regional organizations, such as the Central Yavapai Metropolitan Planning Organization (CYMPO), the Northern Arizona Council of Governments (NACOG), the League of Cities and Towns, and others. It is important that the Town has representation at these regional organizations. Town Council usually appoints the Mayor or a Council Member to serve as Town’s official representative at each organization.

3. **Policy and Appointment procedures:**  
**3.1** An appointment to a regional organization may be initiated by a request of the agency or a council decision to ensure the Town is properly represented at the organization. The Council appointee may or may not serve on a board, commission or committee within the regional organization.

Town Council, as of the effective date of this Policy, has appointed the Mayor and/or Council members to represent the Town at the following organizations:

- CYMPO – Executive Governing Board
  
- NACOG – Council
  
- Yavapai Regional Medical Center – Board of Electors
  
- GAMA (Greater Arizona Mayors’ Association)
  
- Yavapai County Local Emergency Planning Committee
  
- CAFMA (Central Arizona Fire and Medical Authority)

The Town’s representation to regional organizations is not limited to the above list and organizations may be added or deleted at the Council’s discretion.

**3.2** When the Town receives an invitation or a request for a public body member to represent the town at a regional organization, the matter shall be placed on a regular

meeting agenda for the Council to make an appointment decision. Such decision may be made by motion unless otherwise required by the regional organization.

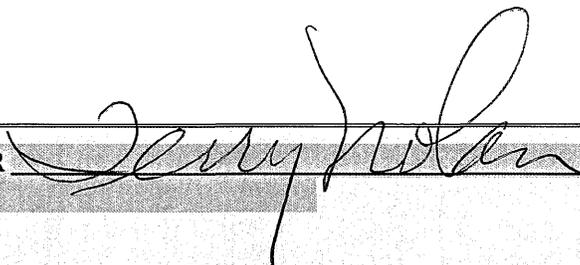
**3.3** It is Council's policy that when a Representative to a regional organization is appointed, Council will also appoint an alternate representative to the same organization, unless an agency does not allow for alternate members.

**3.4** Once appointed, the appointee shall make every effort to represent the town properly and provide periodic reports to the Town Council. The appointee shall comply with applicable town codes and policies, including Town Code section 30.085 Representing an Official Town Position.

**3.5** Council will review the Regional Organization appointee list to reappoint and/or continue the existing appointments at the second regular Council meeting in December of each year. If, for any reason, Council fails to do so, the appointees shall remain in their positions until new appointments have been made.

**3.6** If a person appointed as a representative or alternate representative to a regional organization resigns or is unable to serve, the Town Council shall appoint a new representative and/or alternate at the next available regular or special Council meeting. The new representative may or may not be the alternate to the representative who resigned.

**TERRY NOLAN, MAYOR**



**ATTEST:**

**TIMOTHY A. MATTIX, TOWN CLERK**



**Notes:**