

Air Quality Advisory Council

Procedure for Choosing Which Alternate Votes

February 4, 2003

At the beginning of a meeting, if all nine regular members are not in attendance, the following procedure will be used to decide which alternate will fill in.

1. If an equal or smaller number of alternates are in attendance than the number of members that are absent, all alternates will participate as voting members.
2. If more alternates are in attendance than the number of absent members, then the alternates that attended the last meeting will be given priority. If another tiebreaker is needed, the Chair will pick the necessary number of names out of a hat.
3. If a regular member comes into the meeting after it has started, he or she shall displace an alternate using the methods outlined in 1 and 2 above.

Approved by the Council on February 4, 2003