

4779-2-01

**Board organization.**

- (A) The board shall hold an annual meeting in September, at which time it shall elect a president and secretary, both of whom shall serve one year.
- (B) The president shall preside at all meetings of the board. However, the president may appoint another board member to serve as vice-president to preside in the president's absence.
- (C) The secretary has primary responsibility, pursuant to section 4779.33 of the Revised Code, to enforce the laws relating to the practice of orthotics, prosthetics, and pedorthics. The president of the board in consultation with the secretary may assign other members to supervise the review of individual enforcement matters in process under the board's jurisdiction. The board director with appropriate consultation may affix the secretary's signature to such formal documents as are necessary to carry out the enforcement duties of the board.
- (D) The board shall hold regular meetings as often as necessary to carry out its duties. Meetings shall be held in the Vern Riffe center for government and the arts or in such other places as circumstances may require.
- (E) In the event of a vacancy in the office of president or secretary, the board shall fill the office from among the members of the board at a regular or special meeting of the board.
- (F) The board director, who shall confer with the board president, is granted authority to employ such support staff as are provided for in budgetary allocations, accept employee resignations with written documentation, and sign regular administrative and payroll documents as "appointing authority" on behalf of the board.

Five Year Review (FYR) Dates: 03/30/2016 and 03/01/2021

CERTIFIED ELECTRONICALLY

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Certification

03/30/2016

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Date

Promulgated Under: 119.03  
Statutory Authority: 4779.08  
Rule Amplifies: 4779.06  
Prior Effective Dates: 11/01/2010, 04/09/2007, 08/09/2002