

**GRAND FORKS COUNTY  
POLICY MANUAL**

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**POLICY NO. 001-12**

**Eff. 2/21/12  
Rev. 11/19/13**

**STANDBY COMMITTEES**

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**To help with the efficient operation of the Grand Forks County Commission, the following standby committees are created with the departments indicated assigned to them:**

**Administrative Services (Commission Chair and Vice-Chair)  
(Commission Vice-Chair will be chairperson of this committee)**

**Finance and Tax (includes Budget)  
Administrative Services/Human Resources  
Information Systems  
Recorder  
Social Services  
States Attorney  
Tax Equalization  
Veterans Service Office**

**Public Safety and Infrastructure (Other three County Commissioners)  
(Committee chairperson to be elected at first meeting of this committee, annually.)**

**Building Maintenance  
Correctional Center  
County Highway  
Emergency Management  
Juvenile Detention  
Planning and Zoning  
Sheriff**

**Committees will meet when items for discussion are referred to them from the County Commission, or when called by the chair of the committee for items needing discussion before going on to the County Commission. Committees may make recommendations for action to the County Commission on items they review. Committees may act on an item when designated to by a vote of the County Commission. Committees have no direct authority over a Department Manager, as Department Managers report directly to the County Commission as a whole.**