

UTAH COUNTIES INDEMNITY POOL BOARD ELECTED AND APPOINTED POSITIONS POLICY

SECTION A EFFECTIVE DATE AND FREQUENCY OF REVIEW

1. The effective date of this policy is August 17, 2023.
2. This policy should be reviewed annually, but not less than every five years by the Board.
3. This policy should also be reviewed at any time that changes to laws or rules governing Board Members of Interlocal Entities are amended or recommendations are made by the UCIP CEO, which would require review and update to this policy.
4. Failure to review this policy in the frequency stated shall not nullify, void, limit or waive this policy or any action taken under this policy.
5. This policy is considered to be amended at the time any new federal or state law becomes effective, which conflicts with this policy, but only to the extent necessary to come into compliance with new law.

SECTION B PURPOSE

1. The purpose of this policy is to outline the structure of the Board and the election and appointment process.

SECTION C AUTHORITY

1. The Board has authority to implement this policy under the UCIP Interlocal Agreement and Bylaws.

SECTION D APPLICABILITY AND SCOPE

1. This policy shall apply to all Members of the Board of UCIP.

SECTION E DEFINITIONS

1. Board: the Board of Directors of the Utah Counties Indemnity Pool.
2. CEO: the Chief Executive Officer of the Utah Counties Indemnity Pool.
3. Director: a member of the Board of the Utah Counties Indemnity Pool.
4. Member: a County or County Related Entity that has entered into the Interlocal Agreement.

5. Pool: the Utah Counties Indemnity Pool.
6. UCIP: the Utah Counties Indemnity Pool.

SECTION F POLICY STATEMENTS

1. The Board shall be comprised of thirteen persons in accordance with the Interlocal Agreement.
2. Each Director of the Board must be a resident of the State of Utah.
3. No person convicted of a felony may serve as a Director of the Board.
4. Each Director of the Board shall be an elected or appointed officer or an employee of a Member.
5. Directors of the Board shall serve four-year overlapping terms unless otherwise described in the Interlocal Agreement.
6. Directors of the Board may be reelected or reappointed. There are no term limits to Board positions.
7. While the Board may solicit names from the Associations referred to in the procedures of this policy, they may consider additional candidates.

SECTION G PROCEDURES AND RESPONSIBILITIES

1. Elected Positions.
 - a. The Board shall appoint a Nominating Committee in accordance with the Interlocal Agreement.
 - b. The Nominating Committee shall solicit nominations for available elected Director positions in accordance with the Bylaws.
 - c. UCIP shall verify the Member county classification for available elected Director positions.
 - d. UCIP shall email nomination request forms to Members for available elected Director positions no later than 30 days prior to the October Board meeting.
 - e. UCIP shall verify that nominees are eligible to serve and are willing to serve.
 - f. The Nominating Committee shall review nominees and recommend names to be placed on the ballot to the Board. Current Directors, up for reelection, shall automatically be

placed on the ballot unless the Director no longer desires to serve on the Board and indicates so in writing.

- g. UCIP shall prepare the ballots for the annual meeting of the Members.
- 2. Appointed Positions.
 - a. The governing body of a second class county Member appoints, by resolution, a person of the governing body, for a term determined by the governing body, to serve as a Director of the Board. When a vacancy occurs, UCIP will request that the governing body appoint a new Director of the Board.
 - b. The Board shall appoint an auditor of a Member county to serve as the chair of the Audit Committee. UCIP shall request two names from the Utah Counties Clerk/Auditors Association, of persons willing to serve on the Board, for the Board to consider.
 - c. The Board shall appoint a sheriff of a Member county to serve as the chair of the Law Enforcement Committee. UCIP shall request two names from the Utah Counties Sheriff Association, of persons willing to serve on the Board, for the Board to consider.
 - d. The Board shall appoint an county attorney or deputy county attorney of a Member county to serve as the chair of the Litigation Management Committee. UCIP shall request two names from the Utah Counties Attorneys Association, of persons willing to serve on the Board, for the Board to consider.
 - e. The Board shall appoint a personnel director of a Member county to serve as the chair of the Personnel Committee. UCIP shall request two names from the Utah Counties Human Resources Association, of persons willing to serve on the Board, for the Board to consider.

SECTION H REVISION HISTORY

- 1. Adopted: August 17, 2023
- 2. Revised: October 25, 2023

SECTION I APPENDICES

- 1. Structure of the Board.