

**261—311.2(15G) Renewable fuel infrastructure board.****311.2(1) Composition.**

*a. Board structure.* The board shall consist of 11 voting members appointed by the governor. The composition of the board shall be as described in Iowa Code section 15G.202. Six voting members shall constitute a quorum. An affirmative vote of a majority of voting members, excluding any member who has a conflict of interest, is necessary for the board to take substantive action.

*b. Terms.* Board members shall be appointed for five-year terms that begin and end as provided by Iowa Code section 69.19. However, the initial members shall be appointed to terms of less than five years to ensure that members serve staggered terms.

*c. Department administrative functions.* As specified in Iowa Code section 15G.202, the Iowa department of economic development shall perform administrative functions necessary for the management of the infrastructure board, and the infrastructure programs as provided in 261—Chapters 312 and 313. The department shall provide the infrastructure board with the necessary facilities, supplies, and clerical support. The department will also market the renewable fuel infrastructure program throughout the state.

**311.2(2) Meetings.**

*a.* The board will generally meet at the department's offices located at 200 East Grand Avenue, Des Moines, Iowa. By notice of regularly published meeting agendas, the board may hold regular or special meetings at other locations within the state. Meeting agendas will be available on the department's Web site at [www.iowalifechanging.com](http://www.iowalifechanging.com).

*b.* The board shall annually elect a chairperson, on a rotating basis, from among its members.

*c.* Any interested party may attend and observe board and committee meetings except for such portion as may be closed pursuant to Iowa Code Supplement section 21.5.

*d.* Observers may use cameras or recording devices during the course of a meeting so long as the use of such devices does not materially hinder the proceedings. The chairperson may order that the use of these devices be discontinued if they cause interference and may exclude any person who fails to comply with that order.

*e.* Open session and closed session proceedings will be electronically recorded. Minutes of open meetings will be available for viewing at the department's offices.

**311.2(3) Duties.** The board shall perform the duties as outlined in Iowa Code section 15G.202 and other functions as necessary and proper to carry out its responsibilities.

**311.2(4) Board committees.** Reserved.