

567—1.9(17A,455A) Officers and duties.

1.9(1) *Officers.* The officers of the commission are the chairperson, the vice chairperson, and the secretary.

1.9(2) *Duties.* The chairperson shall preside at meetings, and shall exercise the powers conferred upon the chairperson. The vice chairperson shall perform the duties of the chairperson when the chairperson is absent or when directed by the chairperson. The secretary shall supervise the preparation of minutes, make recommendations to the commission on approval or revision of the minutes, and act as parliamentarian.