



Ohio Administrative Code Rule 4736-3-02 Duties of officers.

Effective: June 1, 1998

(A) The chairperson shall preside at all meetings of the board and shall appoint all committees. The chairperson shall be the chief executive officer of the board and shall sign all certificates of registration and other documents as required by section 4736.06 of the Revised Code and as hereafter authorized by the board. The chairperson shall direct the functions of the executive secretary and have overall responsibility for the operation of the offices of the board.

(B) The vice-chairperson shall, in the absence or incapacity of the chairperson, exercise the duties and shall possess all the powers of the chairperson.

(C) The secretary shall have those duties and responsibilities provided by Chapter 4736. of the Revised Code. The secretary shall sign all certificates of registration and other documents as required by section 4736.06 of the Revised Code and as hereafter authorized by the board. The secretary may delegate any duties to the executive secretary which are approved by the board with the exception of those duties required of the secretary by sections 4736.03, 4736.05, and 4736.06 of the Revised Code. The secretary shall be required to provide such surety bond as the board may require.
