

Understanding the Role and Responsibilities of Chair of a Hearing Panel of The Board of Ethics



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Presiding Officer

The Chair of the Hearing Panel of the Board of Ethics
presides over the hearing.

RMC Section 2.78.080 C;
Board of Ethics Hearing Rules and Procedures, Rule 5



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Roles

As the presiding officer over a Code of Ethics complaint hearing, the Chair has a dual role:

1. Meeting Chair; and
2. Quasi-judicial judge



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Meeting Chair

The Meeting Chair shall:

1. Convene and adjourn the hearing;
2. Be responsible for the orderly conduct of the hearing;
3. Be responsible for adherence to all applicable ordinances and adopted meeting rules;
4. Ensure that decorum is maintained; and
5. Sign all documents on behalf of the Hearing Panel.



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Quasi-Judicial Body

A quasi-judicial body is a non-judicial body which can interpret law. It is an entity which has powers and procedures resembling those of a court of law and which is obliged to objectively determine facts and draw conclusions from those facts so as to provide a basis for an official action. Quasi-judicial bodies need not follow strict judicial rules of evidence and procedure.



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Quasi-Judicial Judge

A quasi-judicial judge is an administrative or executive official that presides over a quasi-judicial hearing. The main role of a quasi-judicial judge is to conduct the hearing in a fair, impartial and judicial manner, taking action as needed to avoid unnecessary delay and maintain order during the proceedings.



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Quasi-Judicial Judge

Although not a judicial officer, a quasi-judicial judge may exercise many of the functions of a judge. For example, a quasi-judicial judge may rule on procedural requests, motions, or similar matters; rule on objections made by the parties; rule on whether particular evidence is to be admitted or excluded, including witness testimony; and facilitate discussions and deliberations of the Hearing Panel.



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Questions?



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