

For: County Offices

COC ORGANIZATIONAL MEETING

Approved by: State Executive Director



1 Overview

A Background

During the first meeting of Farm Service Agency county committees in each calendar year, members are to organize themselves for positions of chairperson, vice-chairperson and regular members, review delegations of authority, determine the need for bilingual staff and recommend appointment of a committee advisor, as necessary.

B Purpose

This notice provides guidance to committees to complete required actions.

2 Action

A COC

County committee members shall:

- At the first regular meeting in January, before any regular business is conducted, determine who shall be chairperson, vice-chairperson, and regular member (15-AO (Rev.3), par. 141).

OK Notice AO-1062

2 Action (Continued)

- Review redelegations of authority (16-AO (Rev.3), par. 214). NOTE: policy of 1-FI (Rev.13), par 19 requires redelegations of authority to sign or countersign CCC-184 be renewed every 5 years. If these redelegations are more than 5 years old, they should be revoked and reissued using the current CCC-392 (2-24-99). Redelegations to COC members may be made only by the State Committee Chairperson and redelegations to federal employees only by the State Executive Director. Document review of all redelegations in the county committee Minutes.
- Determine the need for bilingual staffing and record determination in the county committee minutes (18-AO (Rev.2), par. 37 F).
- Recommend appointment of an advisor (16-AO (Rev.3), Part 3 Section 2). NOTE: Only service as an FSA committee advisor after 1995 counts toward the 9 consecutive year term limitation.