

## I. INTRODUCTION

### C. Organization and Administration of System

#### 3. Administration

The Executive Director of IHLS is responsible for the administration of the System. Duties include establishing and administering procedures related to the implementation of the Board's policies and hiring and terminating employees subject to the approval of the Board.

In the short term absence of the Executive Director, the administrative direction of IHLS shall be delegated to a System staff person appointed by the Executive Director. In the event of an extended absence, a staff person will be appointed by the Executive Director with approval of the Board of Directors.