Commission meetings or may designate a member of his respective association, office, department, university or college, bureau or agency to represent and act for him at the meetings as if he were personally present.

[(d)](C) (1) The Commission, at its initial-organization meeting to be held promptly after the appointment and qualifications of its members, and thereafter annually, shall elect a vice chairman from among its members. The Commission shall meet at such times within the State of Maryland as a majority of its members or its chairman or the Secretary of Public Safety and Correctional Services may determine. A majority of the Commission shall constitute a quorum for the transaction of any business, the performance of any duty, or for the exercise of any of its authority.

(2) The Commission shall:

- (i) Maintain minutes of its meetings and such other records as it deems necessary; and
- (ii) Upon-request, provide information regarding the budget, activities, and programs of the Commission.
- (3) The members of the Commission shall receive no salary for service on the Commission, but all members shall be reimbursed in accordance with the Standard State Travel Regulations for their reasonable expenses lawfully incurred in the performance of their official functions.

4-301.

- {(e)}{(D)} Subject to the authority of the Secretary of Public Safety and Correctional Services, the Commission is vested with the following powers, authority, responsibilities, and duties:
- (1) To prescribe standards for the approval and the continuation of approval of all schools at which correctional, parole or probation entrance level and in-service training courses required by the Commission shall be conducted including but not limited to present existing State, regional, county and municipal training schools;
- (2) To approve and issue certificates of approval to such correctional training schools, to inspect such schools from time to time, and to revoke for cause any approval or certificate issued to such school;
- (3) To prescribe the curriculum, the courses of study, attendance requirements, eligibility to attend, equipment and facilities, and standards of operation for such training schools;
- (4) To prescribe minimum qualifications for instructors at such schools and to certify, as qualified, instructors for approved training schools and to issue appropriate certificates to such instructors;
- (5) To certify correctional officers who have satisfactorily completed training programs and to issue appropriate certificates to such correctional officers;
- (6) To conduct and operate approved correctional training schools as defined in this subtitle;