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CONSTITUTION

ARTICLE I NAME & PURPOSE

SECTION 1 NAME

1.1 This organization shall be known as the Ohio Chapter (designated as "Ohio-APCO", "Ohio APCO" or "this chapter") of the Association of Public-Safety Communications Officials-International, Inc. (designated APCO or Association).

SECTION 2 PURPOSE

The purpose of the Ohio-APCO chapter shall be:

2.1 To support, create interest in and foster expansion of the parent organization, APCO.

2.2 To foster development and progress of the art of public-safety communications and intercommunications, and to promote, through example and active effort, cooperation in the correlation of the work and activities of the several town, city, county, state and federal public-safety agencies, and the communications units thereof, as well as to promote harmonious cooperation between these agencies of the United States and other such agencies upon member continents, to the end that the safety of human lives, the protection of property and the general welfare of all people may be benefited to the highest degree.

2.3 To aid the development of channels, methods, systems and all other media for the rapid and accurate collection, exchange and dissemination of information relating to crime and criminals, emergencies and other vitally important information of public-safety nature.

2.4 To further, by active effort and example, cooperation between APCO and the Federal Communications Commission.

2.5 To provide technical and operational expertise to public-safety organizations by assisting them in requirements relative to communications equipment and the operation thereof.

2.6 To participate before appropriate agencies in the framing of legislation, regulatory rules and measures pertaining to public-safety communications policy.

2.7 To provide for membership in Ohio-APCO in accordance with the language of its Constitution and Bylaws now and which may later be provided and in effect. Membership in Ohio-APCO shall be of such classification and having such rights, requirements, privileges and restrictions so as to be in keeping with the purposes and intent of APCO.

2.8 To make formal petitions, by way of resolutions in proper format, and following established requirements, at such time as it is felt that changes are needed in the Bylaws of APCO.

2.9 To encourage participation in the affairs of APCO by the authorized Ohio-APCO delegate to the Association Executive Council through financial assistance to the delegate's expenses involved in attending any Executive Council Meeting.

2.10 To abide by the provisions and requirements of the Association Bylaws and Policy Manual; this shall take precedence in all matters and questions in Ohio-APCO.

2.11 To assist and/or provide free or reasonably priced training that will further develop the knowledge and skills of Public-Safety Communications personnel.

CONSTITUTION

ARTICLE II CHAPTER MEMBERSHIP

SECTION 1 ORGANIZATION

1.1 Ohio-APCO, Inc. is a non-profit 501.c3 corporation formed under the laws of the State of Ohio. Its members are individuals meeting the requirements as outlined in the Bylaws of the Ohio-APCO.

SECTION 2 MEMBERSHIP

2.1 The membership of this organization shall be **open** to persons of good character who meet the membership requirements as set forth in the Bylaws of the Ohio-APCO and Membership Policy of the Association. **Within the Membership Policy, membership levels are named, and designated as “voting-eligible” or “non-voting eligible.”**

SECTION 3 MEMBER VOTING PRIVILEGES

3.1 moved to ARTICLE IV

~~The right to hold elective office at all levels and in all areas of this organization Chapter is a privilege of **ACTIVE** membership members holding a voting-eligible membership as designated in the Association Policy Manual. only. (*see Assoc Bylaws Art III 3.3)~~

3.1 The right to vote within the Ohio Chapter at meetings of the Quorum on Ohio APCO matters specifically is a privilege of **any current Ohio APCO member holding the membership category of Life, Full, or Associate.**

3.2 Voting on Association matters is a privilege of those individuals belonging to a voting eligible category as defined in the Association Policy Manual.

SECTION 4 MEMBER AUTHORITY

4.1 The membership is the ruling body of Ohio-APCO. It is represented at each Chapter Meeting by a Quorum as defined in the Chapter Bylaws Article VII, Section 4.3. The Quorum at such times wields the power of Ohio-APCO. The Executive Committee exercises this power when the Quorum is absent.

SECTION 5 PUBLIC-SAFETY ENTITY

5.1 For purposes of this Constitution and Bylaws for Ohio-APCO, a public-safety entity is defined as an agency, department, division or section of a government, or private agency which provides public services concerned with 9-1-1 or Public Safety Communications, general law enforcement, forestry conservation, fire, highway maintenance, emergency rescue and medical services, emergency management, and other activities supported or endorsed by federal, state, or local government.

CONSTITUTION

ARTICLE III GOVERNING DOCUMENTS

SECTION 1 ASSOCIATION BYLAWS AND POLICY MANUAL

1.1 The Association Bylaws and Policy Manual shall prevail in any matters not covered herein.

1.2 In the event of conflict between the Ohio-APCO Constitution and Bylaws and the Association Bylaws or Policy Manual, the Association's Bylaws or Policy shall take precedence.

SECTION 2 CHAPTER CHARTER

2.1 Ohio-APCO is chartered by the Association of Public-Safety Communications Officials-International, Inc.; its geographical jurisdiction is all of the area within the legal boundaries of the State of Ohio.

2.2 Ohio APCO is a Chapter of APCO. Members of Ohio APCO are members of APCO.

SECTION 3 CHAPTER CONSTITUTION AND BYLAWS

3.1 The Constitution and Bylaws of the Ohio Chapter of APCO is established by the Chapter Members as the governing document that defines the purpose, authority, composition, duties, responsibilities and privileges of the Chapter, its members and elected officers.

SECTION 4 CHAPTER HANDBOOK

4.1 The Chapter Handbook is established and maintained by the Chapter Executive Committee as a document that defines and explains the administrative details and processes for the Chapter Officers, Committees, and activities of the Chapter.

CONSTITUTION

ARTICLE IV CHAPTER GOVERNANCE

SECTION 1 ELECTIVE OFFICE

1.1 The right to hold elective office at all levels and in all areas of this Chapter is a privilege of members holding a voting-eligible membership as designated in the Association Policy Manual.

SECTION 2 EXECUTIVE COMMITTEE

2.1 There shall be an Executive Committee of Ohio-APCO. It shall consist of at least all elected Officers, the immediate Past President, one additional Past President, the AFC Local Advisor, Chapter Commercial Advisor, and the Chapter Executive Council Delegate.

2.2 The President may appoint two non-office holding Association voting eligible members to the Executive Committee. The appointment expires at the conclusion of the President's term, however may be reappointed.

(moved from BYLAWS - AUTHORITY)

2.3 The Executive Committee shall have the power and authority between Chapter Meetings to perform all functions and do all acts which this Chapter might perform or do; except, it shall not have the power to alter the Ohio APCO Constitution and Bylaws except as provided in ~~ARTICLE VI~~ in the Ohio APCO Constitution.

2.4 During said interim period, its decision shall be final in all matters determined to be "reasonable and proper".

2.5 As the governing body of the Ohio ~~APCO~~ Chapter between meetings of the quorum, the Executive Committee shall carry out the motioned and approved instructions given to it by the Chapter.

SECTION 3 CHAPTER OFFICERS

3.1 The PRESIDENT, FIRST VICE PRESIDENT, SECOND VICE-PRESIDENT, and SECRETARY-TREASURER shall be elected and installed in accordance with the Chapter Bylaws and

~~the process designated in the Ohio Chapter Handbook: PRESIDENT, and SECOND VICE-PRESIDENT, with a SECRETARY-TREASURER being elected and installed on a biennial basis in even numbered years.~~

~~SECTION 3~~ — ~~TERMS OF OFFICE~~

~~3.2 These officers shall serve their terms of office and carry out their duties as provided in the Chapter Bylaws and the Ohio Chapter Handbook. Article IV, Section 4,~~

~~3.3 Nothing contained therein shall be construed as to bar to any officer or officers from succeeding themselves in office. moved~~

SECTION 4 TERMS OF OFFICE

4.1 The PRESIDENT, FIRST VICE-PRESIDENT and SECOND VICE-PRESIDENT ~~will serve~~ shall be elected for a term of one (1) year.

4.2 The SECRETARY-TREASURER ~~will serve~~ shall be elected for a term of two (2) years in even numbered years.

4.3 Officers must remain an Ohio Chapter member in good standing and be eligible to hold office in accordance with the APCO Constitution, Association Policy Manual, the Ohio Chapter Constitution and these Bylaws.

4.4 Officers shall assume duties and authority upon installation into office during the Meeting at which elections are held, and remain in office until the installation of a successor.

4.5 Nothing contained herein shall be construed as to bar to any officer or officers from succeeding themselves in office if nominated and elected to do so.

SECTION 5 VACANCIES IN OFFICE

5.1 Vacancy in the office of PRESIDENT or FIRST VICE-PRESIDENT shall be fulfilled by advancement from the next lower office, provided that such fulfillment shall be until the next regularly scheduled nomination and election of officers.

5.2 Vacancy in the office of SECOND VICE-PRESIDENT or SECRETARY-TREASURER, for any reason, shall cause the PRESIDENT to appoint within thirty (30) days, with concurrence of the Ohio APCO Executive Committee, an interim appointee. Such interim appointee shall serve until the next regularly scheduled election.

SECTION 6 IMPEACHMENT

6.1 An officer of this Chapter shall be impeached upon a two-thirds ($2/3$) majority of the Ohio APCO Executive Committee. Any officer shall have the right to appeal impeachment to the Quorum at the next regularly scheduled Chapter Meeting after the impeachment is in effect. A simple majority of the Quorum ratifies the Ohio APCO Executive Committee's impeachment.

CONSTITUTION

~~ARTICLE V~~ incorporated with article IV ~~CHAPTER OFFICERS~~

~~SECTION 1~~ — ~~DESIGNATION OF CHAPTER OFFICERS~~

~~The following officers shall be elected and installed at the regular meeting held in April~~ ~~second regular meeting of the calendar year:~~ ~~PRESIDENT, FIRST VICE-PRESIDENT, and SECOND VICE-PRESIDENT, with a SECRETARY-TREASURER being elected and installed on a biennial basis in even numbered years.~~

~~SECTION 2~~ — ~~TERMS OF OFFICE~~

~~These officers shall serve their terms of office as provided in Bylaws Article IV, Section 4, but nothing contained therein shall be construed as to bar to any officer or officers from succeeding themselves in office.~~

CONSTITUTION

ARTICLE V (new #)

SECTION 1 AMENDMENT REQUIRMENTS

1.1 Ohio-APCO shall have full power at any Meeting to alter, amend or revise this Constitution and Ohio APCO Bylaws, provided however, that said alteration, amendment or revision is ratified by a two-thirds (2/3) majority of the members of the Ohio APCO Chapter in attendance at the next regularly scheduled meeting held after the submission of said alteration, amendment or revision.

1.2 The Secretary-Treasurer shall post the proposed changes on the Ohio APCO website and announce via **meeting agenda and electronic means** the meeting date at which the proposed change(s) will be voted upon. ~~attempt to notify every Full and Life member of the proposed changes in writing, via email or by posting on the Ohio APCO website prior to the meeting at which the proposed change (s) will be voted upon.~~

1.3 The Constitution and Bylaws Committee may make non-substantive changes to the Ohio APCO Constitution and Bylaws in order to correct errors in grammar, punctuation, spelling, **formatting**, cross-references when the cross-reference is obvious and the use of incorrect words when the correct word is obvious. Such non-substantive changes shall require the approval of the Ohio APCO Executive Committee.

This amended Ohio-APCO Constitution was approved and adopted on

_____ .

Signed: _____
(Name)
Ohio-APCO President

Witnessed: _____
(Name)
Ohio-APCO Secretary-Treasurer

BYLAWS

ARTICLE I

GENERAL ELIGIBILITY REQUIREMENTS

SECTION 1 ~~DEFINITIONS / APPLICATIONS~~

- ~~1.1 Applications for membership shall be executed upon forms as approved and provided by APCO, and processed in accordance with the Association Membership Policies.~~

MOVED FROM ARTICLE II

SECTION 1 MEMBERSHIP APPLICATION

- 1.1 Applications for membership shall be made in accordance to the Association Policy Manual – Membership Application Procedures.

1.1.1 Continuing membership in Ohio APCO is ensured by dues renewal and compliance with the Code of Conduct as outlined in the APCO Policy Manual.

SECTION 2 MEMBER CATEGORIES

- 2.1 The membership in Ohio-APCO shall be divided into categories as defined in the Association Policy Manual. Within the Membership Policy, membership levels are named and designated as “voting-eligible” or “non-voting eligible.”

SECTION 3 SPECIAL MEMBER DESIGNATIONS

The Association Policy Manual provides for special recognition through member designations for those persons providing long term exemplary service to the Association and Chapters of APCO. The criteria and process for bestowing the honor of Life Member or Senior Member is contained in the Association Policy Manual. Persons meeting the criteria in the CHAPTER HANDBOOK can be honored as Chapter Life Member or Chapter Honorary Member in accordance with the process defined therein.

THE FOLLOWING ITEMS MOVED TO HANDBOOK

3.1 Chapter Life Member

This highest level of Chapter honor shall be awarded only to those persons currently holding membership in this Chapter. The Chapter Life Member title shall be added to that of any other category of membership. This title and the member's regular other membership category title with all its privileges and benefits shall be enjoyed, and held exempt from dues, for the life or resignation of such member.

This honor may be bestowed upon members who have, at the Chapter level, made significant contributions toward the fulfillment of the purpose of the Chapter. Consideration will be given to the range of applicable accomplishments that demonstrate the candidate's breadth of contributions to the purpose of APCO.

3.1.1 To be eligible for Chapter Life Member, the nominee shall have been a member of the Association for a minimum of 15 years, 5 of which shall be as a member of the Ohio Chapter, and be a current member.

Additional eligibility includes having made a minimum of 5 major contributions to the Ohio Chapter or Association from the list below, which is also identified in the Association Policy Manual.

- 1) Served a full term as President of the Chapter.
- 2) Member of the Chapter Executive Committee for at least four (4) years.
- 3) Local area frequency advisor for at least four (4) years.
- 4) Chapter Commercial Advisor/Committee Chair for at least four (4) years.
- 5) Executive Council member for at least four (4) years
- 6) Chair of Chapter, Regional or Annual Conference
- 7) Chapter, Regional or Annual Conf Committee Chair
- 8) Association Standing Committee Chair for three (3) years.
- 9) Chapter Standing Committee Chair for five (5) years.
- 10) Major contribution to the art of communications
- 11) Anything item from requirements for Life Member of the Association not listed above.

3.1.2 This honor shall be bestowed after review and recommendation of the Chapter Awards Committee or the Chapter Executive Committee and majority approval by the Chapter Quorum.

3.1.3 The Association dues for Chapter Life Members shall be paid by the Chapter for the life of the member or until the member declines further membership.

3.2 Chapter Honorary Member

3.2.1 To be eligible for Chapter Honorary Member designation, the Chapter Executive Committee will consider persons meeting either of the following criteria:

1) An APCO Member or non-member who has made significant contributions to the objectives of Ohio APCO. are eligible for the honor of Chapter Honorary Member.

2) A retiring member who has held membership in any category for more than 10 consecutive years and has provided exceptional support to the mission of Ohio APCO.

3.2.2 This honor shall be bestowed after recommendation by the Chapter Awards Committee or the Chapter Executive Committee and majority approval by the Chapter Quorum.

3.2.3 The Ohio Chapter will pay the Association member dues in a non-voting eligible category for the period of one year for persons receiving Chapter Honorary Member status.

BYLAWS

ARTICLE II

Moved to ARTICLE 1

MEMBERS

SECTION 1 — APPLICATION/ELECTION OF MEMBERS

MEMBERSHIP APPLICATION

1.1 — Applications for membership shall be made in accordance to the Association Policy Manual — Membership Application Procedures.

SECTION 2 — CONTINUATION OF MEMBERSHIP

2.1 — Continuing membership in Ohio APCO is ensured by dues renewal and compliance with the Code of Conduct as outlined in the APCO Policy Manual.

BYLAWS

ARTICLE II

DUES

SECTION 1 RATES

1.1 The Annual Dues for the Ohio APCO membership for all classes shall be specified in the APCO Policy Manual. APCO and the Ohio APCO portions shall be collected by APCO. There are two tiers of dues allowable under the Association Policy Manual. The Chapter sets the tier level. The higher tier shall apply upon **recommendation of the Chapter Executive Committee and** majority approval of the Chapter quorum and shall remain in effect until rescinded.

SECTION 2 PAYMENT / NONPAYMENT

2.1 The Annual Dues shall be payable in accordance with the APCO Policy Manual.

BYLAWS

ARTICLE III

CHAPTER ELECTIONS

SECTION 1 ELIGIBILITY

1.1 Chapter members in good standing who hold **Association voting-eligible member status are eligible for election to any elective position in this Chapter.**

SECTION 2 NOMINATION OF OFFICERS

2.1 Nominations shall be submitted by the Nominating Committee at the 1st regularly scheduled Meeting of the year and/or from nominations received from the floor at that Meeting.

SECTION 3 ELECTION OF OFFICERS

3.1 Officers shall be elected from the slate of candidates at the 2nd regularly scheduled Meeting of the year, in the presence of a Quorum, and shall be determined by a simple majority of the votes cast **by the members present in accordance to the procedures in the Ohio Chapter Handbook.**

SECTION 4 TERMS OF OFFICE moved to Constitution

4.1 ~~The PRESIDENT, FIRST VICE-PRESIDENT and SECOND VICE-PRESIDENT will-serve~~ shall be elected for a term of one (1) year.

4.2 ~~The SECRETARY-TREASURER will-serve~~ shall be elected for a term of two (2) years.

4.3 ~~Officers must remain an Ohio Chapter member in good standing and be eligible to hold office in accordance with the APCO Constitution, Association Policy Manual, the Ohio Chapter Constitution and these Bylaws.~~

4.4 ~~Officers shall assume duties and authority upon installation into office during the Meeting at which elections are held, and remain in office until the installation of a successor.~~

SECTION 5 VACANCIES IN OFFICE

5.1 Vacancy in the office of PRESIDENT or FIRST VICE-PRESIDENT shall be fulfilled by advancement from the next lower office, provided that such fulfillment shall be until the next regularly scheduled nomination and election of officers.

5.2 Vacancy in the office of SECOND VICE-PRESIDENT or SECRETARY-TREASURER, for any reason, shall cause the PRESIDENT to appoint within thirty (30) days, with concurrence of the Ohio APCO Executive Committee, an interim appointee. Such interim appointee shall serve until the next regularly scheduled election.

SECTION 6 IMPEACHMENT

6.1 An officer of this Chapter shall be impeached upon a two-thirds (2/3) majority of the Ohio APCO Executive Committee. Any officer shall have the right to appeal impeachment to the Quorum at the next regularly scheduled Chapter Meeting after the impeachment is in effect. A simple majority of the Quorum ratifies the Ohio APCO Executive Committee's impeachment.

BYLAWS

ARTICLE IV

OFFICER DUTIES

SECTION 1 PRESIDENT

The PRESIDENT shall:

- 1.1 Preside at all Meetings of this Chapter and act as Chairman of the Executive Committee.
- 1.2 Carry out the purposes of this Chapter as set forth in the Ohio APCO Constitution and Bylaws.
- 1.3 Keep the FIRST VICE-PRESIDENT informed on all Chapter matters.
- 1.4 Make appointments to fill vacancies in offices in accordance to Ohio APCO Constitution and Bylaws.
- 1.5 Appoint, with concurrence of the Ohio APCO Executive Committee, in even numbered years, one (1) **Association level voting-eligible** member to serve as the **Ohio representative** to the APCO Executive Council for a period of two (2) years.
- 1.6 **Appoint annually, with the concurrence of the Ohio APCO Executive Committee, the Chapter Commercial Advisor from Ohio APCO members in the Commercial Member category.**
- 1.7 **Annually, in the final meeting of the calendar year appoint no less than three (3) nor more than five (5) Past Presidents to serve as the Nominating Committee.**
- 1.8 **Appoint Chapter Chairs and Committees in accordance with Article IX of Ohio APCO Bylaws and the Ohio Chapter Handbook.**
- 1.9 **When attending the Association's Annual or Regional Conference as a representative of the Ohio Chapter, the President shall attend the Association's annual business meetings.**

The Chapter President is empowered to:

1.10 Establish a Special Committee(s) or Task Force to perform tasks deemed necessary during their term in accordance with Article IX of Ohio APCO Bylaws and the Ohio Chapter Handbook.

1.11 With concurrence of the Chapter Executive Committee, appoint a representative to serve on a committee, task force, or work group established under O.R.C. or by another association seeking representation from public safety communications.

1.12 Call any Committee into session at any time.

1.13 Exercise final parliamentary decision in quorum matters. ~~provided it is not in conflict with the Meeting rules of this Chapter or Roberts Rules of Order.~~

1.14 Carry out their duties as delegated by this ARTICLE and perform other duties as assigned and in the manner prescribed in the Ohio Chapter Handbook.

BYLAWS

ARTICLE IV

OFFICER DUTIES

SECTION 2 FIRST VICE-PRESIDENT

The FIRST VICE-PRESIDENT shall:

2.1 Serve and perform all the duties of the PRESIDENT in their absence.

2.2 Insure that all election and voting procedures are carried out in accordance with the Chapter Constitution and Bylaws and in the manner prescribed in the Ohio Chapter Handbook.

2.3 Act in a reasonable and prudent manner to perform duties delegated in this ARTICLE and perform other duties as assigned in the Ohio Chapter Handbook.

SECTION 3 SECOND VICE-PRESIDENT

The SECOND VICE-PRESIDENT shall:

3.1 Assist the PRESIDENT and FIRST VICE-PRESIDENT in performing their duties. ~~in maintaining order.~~

3.2 ~~Remove any and all ineligible persons from Chapter Meetings upon the request of the Meeting Chairman.~~
Serve as the Chair of the Chapter Constitution & Bylaws Committee thereby overseeing the maintenance this Constitution & Bylaws and the Ohio Chapter Handbook.

3.3 Act in a reasonable and prudent manner to perform duties delegated in this ARTICLE and perform other duties as assigned in the Ohio Chapter Handbook.

SECTION 4 SECRETARY-TREASURER

The Secretary Treasurer shall:

4.1 Perform all duties necessary and relative to the Chapter membership roster, meeting attendance documents, meeting

minutes, Chapter correspondence and required correspondence with APCO headquarters;

4.2 Perform all bank account establishment and maintenance, receive general funds, disburse funds, and pay expenses for goods or services approved by the Chapter Executive Committee, keep all financial reports in good order, and participate in a financial audit every 2 years or as directed by the Chapter Executive Committee;

4.3 Be responsible for maintaining all relevant tax documents and seeing that all appropriate Federal, State, and local tax documents are filed.

4.4 Serve as the Secretary of the Chapter Executive Committee;

4.5 At each quarterly meeting provide a report to the Chapter quorum on administrative, membership, and financial activity and forward all such reports to the Chapter webmaster for posting.

4.6 In carrying out these duties, follow all policies and procedures established in the Ohio Constitution & Bylaws and the Ohio Chapter Handbook;

MOVED the following details to Chapter Handbook:::

- ~~4.1 Receive general funds due this Chapter.~~
- ~~4.2 Pay reasonable and proper expenses drawn by vote of the Chapter or, during the time intervening between Meetings, expenses drawn on them by the Ohio APCO Executive Committee when signed by the PRESIDENT.~~
- ~~4.3 Make, **at Annual Meeting** or at such time as the Ohio APCO Executive Committee may direct, a full report of their activities and a financial statement.~~
- ~~4.4 Submit semi-annual financial statements to the Ohio APCO Executive Committee and have a complete audit of all Chapter records at least once in every two (2) years or at such time as the Ohio APCO Executive Committee may direct.~~
- ~~4.5 Promptly deliver all funds, books and papers to their successor or whomever the PRESIDENT may designate.~~
- ~~4.6 Act as Secretary to the Ohio APCO Executive Committee.~~
- ~~4.7 After election of officers, immediately publish the results of the election to all members.~~
- ~~4.8 Send the sick, disabled or grieving members appropriate cards and send flowers to deceased members' family; such expenditure, not to exceed \$50.00, to be paid from the Chapter treasury to the APCO SILENT KEY FUND or other appropriate charitable fund that will benefit a person in public safety communications.~~

~~4.9 Disbursements shall be by check signed by the SECRETARY-TREASURER.~~

~~The SECRETARY-TREASURER is empowered to:~~

~~4.10 Shall be responsible for providing APCO Headquarters with a copy of the approved meeting minutes in accordance with the APCO Policy Manual.~~

~~4.11 Establish credit and banking facilities.~~

~~4.12 Obtain printing and recording facilities.~~

~~4.13 Obtain clerical, information and other services when necessary to properly the duties of office.~~

~~4.14 Incur reasonable and proper expenses authorized Section 5 of this Article.~~

SECTION 5 ~~DELEGATE~~ APCO EXECUTIVE COUNCIL – Ohio APCO Representative

The Executive Council member shall:

5.1 Fulfill the duties as outlined in the Association Bylaws Article VI.

5.2 Participate to the fullest extent possible in all meetings of the Regional Executive Council representatives, and meetings of the full Executive Council.

5.3 Poll the Chapter Executive Committee and Chapter quorum for input on matters that come before the Executive Council.

5.4 Report to the chapter quorum on all Executive Council activities.

5.5 Participate as a voting member of the Chapter Executive Committee.

~~Strive for harmonious relationships between Ohio APCO and APCO and shall make recommendations to ensure that Ohio APCO Chapter purposes are in accordance with those set forth by APCO, and~~

~~5.1 The Executive Council Delegate shall, to the extent practical, attend all Annual and Mid-Year meetings of the Executive Council. Financial assistance for the Delegate's attendance at such meetings shall be approved by the Ohio~~

~~APCO Executive Committee. Should the Executive Council Delegate be unable to attend a regularly scheduled in-person meeting of the Executive Council, the Chapter President shall, in accordance with the APCO Policy Manual, designate an alternate or proxy to represent the Ohio Chapter.~~

~~5.2 The Executive Council Delegate is responsible for reporting Executive Council meeting actions to the chapter membership, in accordance with the APCO Policy Manual.~~

~~5.3 The Executive Council delegate is a voting member of the Chapter Executive Committee.~~

SECTION 6 CHAPTER COMMERCIAL ADVISOR

The duties of the Chapter Commercial Advisor include:

~~6.1 Liaison between the Chapter's commercial members and the APCO Commercial Advisory committee Council and the Chapter Officers and non-commercial members.~~

~~6.2 Liaison between the chapter commercial members and the other chapter members~~

~~Act as a liaison~~

~~6.3 To assist provide commercial member perspective regarding with conference planning and implementation;~~

~~Act as a liaison 6.4 To provide a conduit for the Chapter's commercial members to provide financial assistance to the Ohio Chapter for meetings and conferences.~~

~~6.5 Assist the Chapter in efforts to recruit new commercial members~~

~~6.6 Participate as a voting member of the Chapter Executive Committee.~~

BYLAWS

ARTICLE V

EXECUTIVE COMMITTEE

SECTION 1 AUTHORITY **AUTHORITY (Moved to Constitution)**

1.1 The Executive Committee shall have the power and authority between Chapter Meetings to perform all functions and do all acts which this Chapter might perform or do; except, it shall not have the power to alter the Ohio APCO Constitution and Bylaws except as provided in ~~ARTICLE VI~~ in the Ohio APCO Constitution.

1.2 During said interim period, its decision shall be final in all matters determined to be "reasonable and proper".

1.3 As the governing body of the Ohio APCO Chapter **between meetings of the quorum**, the Executive Committee shall carry out **the motioned and approved** instructions given to it by the Chapter.

1.1 (new) The authority of the Executive Committee is established in the Ohio Chapter Constitution.

1.2 (new) The Executive Committee may enter into a formal relationship with another Association with similar goals and objectives as Ohio APCO for a purpose that furthers the goals of Ohio APCO and is so directed by a vote of the Chapter Quorum.

1.2.1 A Memorandum of Understanding for such purpose must be approved by a 2/3 majority of the Executive Committee.

SECTION 2 EXECUTIVE COMMITTEE MEMBERSHIP

2.1 The membership of the Executive Committee is established in the Ohio Chapter Constitution.

2.2 The President serves as the Chair of the Executive Committee.

~~The Chapter PRESIDENT shall be the Chairman of the Executive Committee. They may appoint **two (2) non-office holding ACTIVE Members** to the Ohio APCO Executive Committee in accordance with Bylaws Article V, Section 1. These appointed members may succeed themselves on the Ohio APCO Executive Committee.~~

SECTION 3 MEETINGS

3.1 The Executive Committee shall meet in conjunction with the quarterly meeting of the Chapter.

3.1.1 Between meetings of the quorum, the Chapter Executive Committee may convene via teleconference or in person to execute the business of the Chapter. ~~or poll itself by majority vote.~~

3.2 Minutes shall be kept at all meetings of the Chapter Executive Committee, and be made available to the quorum via the Chapter website or at the next Chapter meeting.

~~Executive Committee Meetings shall convene at such time and place as may be determined by the PRESIDENT or self-convened, or upon the call of two-thirds (2/3) of the members thereof. Two (2) weeks notice, written or email, shall be given to members thereof except when this Chapter is in meeting or otherwise provided by the majority vote of the Committee members.~~

SECTION 4 DUTIES

The Executive Committee shall:

4.1 Report at each meeting of Ohio APCO all measures considered during the current year and suggest means of advancing and implementing the Purposes of the Chapter.

4.2 Make recommendations to the Quorum on matters published and/or matters of which it has received notice.

4.3 Take appropriate actions as directed by the Quorum.

4.4 **Serve as the Legislative Committee.**

4.4 **Maintain the Ohio Chapter Handbook.**

4.5 **Perform as necessary other duties as delineated in the processes described in the Ohio Chapter Handbook.**

SECTION 5 QUORUM

5.1 The Quorum of the Executive Committee shall consist of a majority of its members.

BYLAWS

ARTICLE VI

CONFERENCES / MEETINGS

SECTION 1 ANNUAL CONFERENCES

1.1 The Association Annual Conference Manual delineates the site selection process for the APCO Annual Conference & Exposition. If the Chapter President is notified that a site within Ohio is under consideration to host an Annual Conference, the President shall poll the Chapter Executive Committee and membership to determine the level of Chapter support for such an event.

SECTION 2 REGIONAL CONFERENCE

2.1 Upon an affirmative vote of the Ohio APCO Chapter members, Ohio APCO may participate in hosting a Regional Conference in accordance with applicable APCO Bylaws and the Regional Conference Manual as established by APCO.

SECTION 3 STATE CONFERENCES

3.1 Upon recommendation of the Chapter Executive Committee and affirmative vote of the Ohio APCO Chapter members, Ohio APCO may host a State Conference or participate as a co-host with an Association with similar goals and objectives as Ohio APCO. in accordance with any APCO Bylaws and Policy.

~~3.2 The State Conference may be held every other year.~~

~~3.3 The State Conference may be held in conjunction with the Ohio Gold Star Awards Program.~~

~~The State Conference, upon approval of the Executive Committee, may be co-hosted with the Ohio Chapter of NENA.~~

3.2 A Memorandum of Understanding (MOU) will be executed any time Ohio APCO (financially) participates as a co-host of a special event or conference.

3.2.1 The MOU will delineate authority and responsibilities of the participating associations, duties of the Event/Conference Chair and Committee members, the event budget, and overall planning timeline.

3.3 Any event co-hosted by APCO will be subject to the Special Event Guidelines in the Ohio APCO Handbook.

SECTION 4 CHAPTER MEETINGS

4.1 Unless impacted by natural or manmade disaster or extreme weather Ohio APCO shall have at least four (4) meetings per calendar year, the dates for which will be announced in electronic newsletter notices to the membership and posted on the Ohio APCO website.

4.2 Dates, times and locations shall be determined by the Executive Committee.

4.3 For purposes of voting on Ohio APCO matters, the members of Ohio APCO attending a regularly scheduled meeting shall constitute a Quorum of such meeting.

4.4 Upon any question coming before this chapter, not otherwise provided for in the Ohio APCO Constitution and Bylaws or the Ohio Chapter Handbook, the presiding officer shall be governed by Roberts Rules of Order.

SECTION 5 SPECIAL EVENTS

5.1 Upon recommendation by a Chapter Committee and approval by the Chapter Executive Committee, Ohio APCO may host or co-host a special event that carries out the mission of this Chapter, benefits the membership, and aligns with Article I Section 2 of the Chapter Constitution.

5.2 A Memorandum of Understanding (MOU) will be executed any time Ohio APCO (financially) participates as a co-host of a special event.

5.2.1 The MOU will delineate authority and responsibilities of the participating associations, duties of the Event Chair and assigned Committee members, the event budget, and overall planning timeline.

BYLAWS

ARTICLE VII

SECTION 1 VOTING BETWEEN MEETINGS

Should ten (10%) percent or more of the ~~FULL and LIFE Members~~ Association level voting eligible members of the Ohio Chapter petition the PRESIDENT in writing requesting a specific action by the Ohio Chapter, the PRESIDENT shall poll all Association voting eligible members ~~ACTIVE members~~ of the Chapter concerning such action as necessary, utilizing the most expedient method of communication.

Should a majority affirm the petition, the PRESIDENT shall initiate a referendum ballot by mail, electronic mail, or other electronic voting process open to the members of the Ohio Chapter, and provide for the tallying of ballots. The President shall then act in accordance with the will of the ballots cast by the Ohio chapter members and have the results published. ~~In the presence of a mailed ballot, silence on the issue shall constitute an abstention.~~ **A simple majority of the total votes cast shall decide the result.** ~~be considered on the Basis of Affirmatives vs Negatives, with abstentions having no count.~~

~~The PRESIDENT of the Chapter may utilize electronic mail and the use of the Chapter web site to fulfill these needs if necessary. The mailed ballot may direct ACTIVE members to the Chapter web site to vote on the issue in lieu of mailing back their ballot.~~

Such action is not permitted to amend the Ohio Chapter Constitution or Bylaws.

BYLAWS

ARTICLE VIII

COMMITTEES

SECTION 1 ~~DESIGNATIONS AND TERMS~~ **STANDING COMMITTEES**

1.1 The Standing Committees of Ohio APCO shall be: ~~Emergency and Disaster Preparedness, Activity and Membership, Constitution and Bylaws, Legislative, Training, Conference and Awards & Scholarships,~~ Nominating, and Frequency Advisory.

1.2 Unless otherwise noted in these Bylaws or the Ohio Chapter Handbook, membership on Standing Committees is open to any member of the Ohio Chapter of APCO.

1.3 The Chair and members of Standing Committees shall serve at the pleasure of the President and until the Secretary-Treasurer is notified in writing of the names of their authorized successors.

1.4 move to duties of The Executive Committee of Ohio APCO shall serve as the Legislative Committee. **Additional members may be added at the discretion of the President.**

1.5 move to handbook The Nominating Committee shall consist of no less than three (3) nor more than five (5) Past Presidents of this Chapter who shall be appointed by the President during the meeting prior to presentation of Nominees.

1.4 The Chair of the Frequency Advisory Committee shall be the Local Area Frequency Advisor.

1.6 Under the direction of the President, the Standing Committee Chair and members shall develop goals and objectives for the Committee's work, and a plan to achieve those objectives

1.7 The Quorum of a standing committee, except where otherwise provided for, shall be its Chairperson and any number of members participating in a meeting or a membership poll.

1.8 Standing Committees shall provide an activity report at each Chapter meeting.

1.9 The roles and responsibilities of the Chapter Standing Committees are delineated in the Ohio Chapter Handbook.

SECTION 2 SPECIAL COMMITTEES/TASK FORCE

~~2.1 . the matters they consider, subject to such direction as the President deems desirable to achieve the purposes of this Chapter.~~

Special Committees and Task Forces may be established by the President.

2.2 The President shall determine the goals and objectives of a Special Committee or Task Force.

2.3 The President shall seek out members for a Special Committee or Task Force based on the expertise needed to meet the goals and objectives of the Special Committee or Task Force.

2.4 Special Committees and Task Forces shall provide an activity report to the Chapter members at each regular meeting.

2.5 Appointed members shall serve ~~at the pleasure; the terms, otherwise, shall expire with the Presidents term.~~ until the work of the Committee or Task force has concluded, or at the discretion of the or at the end of the President's term, whichever comes first.

~~The goals and objectives of all Committees shall be defined by the President where not otherwise stated.~~

~~2.1 Actions taken by a standing committee shall, except where otherwise provided for, be taken at each meeting, during a chapter meeting or meetings at other times by two (2) weeks prior notice, written or electronic mail, from its chairperson or a poll of the membership pursuant to direction by its Chairperson.~~

SECTION 3 STRUCTURE AND DUTIES – MOVE TO HANDBOOK

3.1 The Emergency And Disaster Preparedness Committee shall serve as a forum in matters concerning emergency management and disaster services communications, particularly as it pertains to the total public safety communications needs during emergencies and disaster.

3.2 The Activities And Membership Committee shall explore the field for new members by devising methods, plans, projects and items of interest. It shall make recommendations on membership

- qualifications and classes, dues and matters with other Chapters. It shall attempt continued re-enrollment of lapsed members.
- 3.3 The Constitution And Bylaws Committee shall study matters affecting the Constitution and Bylaws of this Chapter such as changes to the Association Bylaws and Policy Manual and the impact on the Ohio APCO Constitution and Bylaws. It shall report and make recommendations on proposed amendments necessary to properly align the Ohio APCO Constitution and Bylaws with those changes. The Legislative Committee shall monitor proposed legislative initiatives and other legislative activities for items that may impact emergency communications and develop strategies and make recommendations to the Chapter regarding an official position against or in support of the initiative or activity. At the direction of the Executive Committee, this committee may work with a professional lobbyist or other stakeholder groups on legislative matters, including taking a position on behalf of the membership.
- 3.4 The Training Committee shall study, research and make recommendations and proposals to the Chapter on training opportunities available and recommend training to be presented by the Chapter. The chair of this committee is responsible for structuring, scheduling and facilitating the training. They shall submit the curriculum, budget, final report and audit to the Chapter Executive Committee for approval. A final audit and report shall be submitted no later than three months after the conclusion of the training class to the Chapter Executive Committee. The Training Committee will participate in the selection of and/or coordinate the educational sessions held in conjunction with a state conference hosted all or in part by Ohio APCO.
- 3.5 ****The Conference and Awards Committee shall be responsible for coordinating the bi-annual State conference in compliance with Bylaws Article III, Section 7. **The Committee shall plan the yearly awards luncheon or banquet and presentation.** A final audit/report of conferences and/or awards luncheons will be presented to the Chapter Executive ~~Board~~ Committee no later than three months after the conclusion of the event.
- 3.6 The Nominating Committee shall consist of no less than three (3) nor more than five (5) Past Presidents of this Chapter who shall be appointed by the President during the meeting prior to presentation of Nominees. The committee shall report a slate of nominees for Office at the first regularly scheduled meeting of the calendar year. **Meeting held in February.** Additional nominations may be made from the floor by any member of the Quorum at the same meeting.

I would suggest we consider splitting Conference & Awards Committee... and creating an Awards & Scholarship Committee if we are going to consider utilizing funds for scholarships. They could then create the criteria and selection process for those scholarships. In addition to "...of the year awards" the Committee could also be tasked with reviewing OH APCO members and their contributions for such things as Chapter Honorary, Chapter Life, Senior, and Life members, as well as submitting any outstanding "of the year" to APCO National Awards.

BYLAWS

ARTICLE IX

EXPENSE REIMBURSEMENT

SECTION 1 EXPENSE REIMBURSEMENTS

1.1 CHAPTER PRESIDENT - Upon request to and approval of the Chapter Executive Committee, the Ohio Chapter will provide reimbursement for registration, travel, and lodging for the current Chapter President to attend the Annual Conference and/or the North Central Regional Conference under the guidelines established in the Ohio Chapter Handbook. Reimbursement will not include extraneous personal expenses, meals, additional lodging (nights or persons) beyond those approved as Conference dates.

1.1.1 If unable to attend, the Chapter President may designate an alternate Executive Committee member to attend in place of the President. Expenses for the designated chapter representative would be covered under the guidelines established in the Ohio Chapter Handbook.

1.2 EXECUTIVE COUNCIL REPRESENTATIVE - Upon request to and approval of the Ohio Chapter Executive Committee, the Ohio Chapter will provide reimbursement for travel and lodging for the current Executive Council Representative to attend the Annual Meeting of the Executive Council and any formal meeting of the North Central Region Executive Council representatives. Expenses will be reimbursed in the manner prescribed in the Ohio Chapter Handbook.

1.2.1 When the Executive Council meeting is held in conjunction with the Association's Annual Conference, reimbursement may also include the registration amount for the Conference. Reimbursement will not include extraneous personal expenses, meals, additional lodging (nights or persons) beyond those approved as meeting dates;

1.2.2 If the Executive Council representative is unable to attend, the Chapter President shall designate an available Executive Committee member to attend in place of the President. Expenses for the designated representative would be covered as in 1.2.1 and reimbursed in the manner prescribed in the Ohio Chapter Handbook.

1.3 OTHER REPRESENTATIVES OF OHIO APCO -

Persons appointed by the President to serve as an official representative of Ohio APCO on state-level committees and or sub-committees may request reimbursement for mileage (federal rate) and/or parking fees incurred while attending official meetings of the committee or sub-committee. Expense reimbursement will be made in the manner prescribed in the Ohio Chapter Handbook.

BYLAWS

ARTICLE X

CHAPTER DISSOLUTION

Should the Ohio APCO Chapter be dissolved, all assets are to be distributed to like-wise ~~tax-free~~ non-profit organizations as selected by the Executive Committee if between regularly scheduled Meetings, or by a two-thirds (2/3) majority of a Meeting Quorum.

BYLAWS

ARTICLE XI

AMENDMENTS

SECTION 1 PROPOSALS

- 1.1 Resolutions proposing amendments to the Constitution and Bylaws of Ohio APCO shall be written in formal character, shall include the exact location of the affected part, shall contain the exact substitute wording, if any, and be presented in duplicate to the Chair of the Constitution and Bylaws Committee, who shall submit a copy to the PRESIDENT.
- 1.2 Resolutions and requests for drafting of resolutions shall be in writing and submitted to the Chair of the Constitution and Bylaws Committee in sufficient time for consideration and report prior to the casting of votes.

SECTION 2 PROCEDURE

The procedure for Constitution and Bylaws changes shall conform with the Constitution ~~ARTICLE VI.~~ **ARTICLE V.**

This amended Ohio-APCO Bylaws was approved and adopted on

_____ .

Signed: _____

(Name)

Ohio-APCO President

Witnessed: _____

(Name)

Ohio-APCO Secretary-Treasurer