

CONSTITUTION

AND

BYLAWS

Purcellville Volunteer Rescue Squad, Inc.
Post Office Box 38
Purcellville, Virginia 20134

Revised January 2009

PREAMBLE

Whereas, in all regulated Rescue Squads, certain laws and rules are necessary of the order thereof. We, the members of the Purcellville Volunteer Rescue Squad, Inc., of Purcellville, Virginia, do, for the purpose of furthering the object for which we have united, agree to support the following as our constitution and bylaws.

GENDER OF PRONOUNS

The masculine pronoun wherever used in these bylaws shall be deemed to include the feminine pronoun.

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ARTICLE ONE

SECTION I – NAME AND PURPOSE:

- A. The name of the organization shall be THE PURCELLVILLE VOLUNTEER RESCUE SQUAD, INC. The object and purpose for which the corporation is formed is entirely benevolent and is to aid in the preservation of life, by maintaining, in the Town of Purcellville, Virginia, a rescue squad building and operating a trained, efficient and dedicated volunteer emergency rescue service for the Town of Purcellville and surrounding areas.
- B. This is a non-profit civic organization. All money, property and other things of value used by the squad shall not inure, be paid or transferred to any member.
- C. The Purcellville Volunteer Rescue Squad is a nonpartisan, public service, volunteer organization that does not support, endorse or oppose any candidate or any political party in any local, county, state or national primary or general election. No officer, director, or member of PVRS shall support, endorse or oppose any candidate or political party in any local, county, state or national primary or general election while purporting to represent either PVRS or any member or members of PVRS other than himself or herself. This bylaw shall not be construed to prevent or restrict any officer, director or member of PVRS from participating in any political party, primary or general election activity, provided that in so participating he or she does not purport to represent the view of either PVRS or any member or members of PVRS other than himself or herself.

SECTION II – AMENDMENTS AND QUORUMS

- A. Neither alterations nor amendments shall be made to this constitution unless submitted in writing to the members at a regular business meeting, to be posted for thirty (30) days or until the next regular business meeting at which time the motion shall be decided upon. Alterations or amendments to this constitution will only be approved by a two-thirds (2/3rds) majority vote of the active members present.
- B. More than Fifty percent (50%) of the voting membership will constitute a quorum at all meetings of the squad. A quorum must be present to conduct any squad business and/or election of officers.

ARTICLE TWO

SECTION I – CONDUCTING MEETINGS AND BUSINESS:

- A. There will be a regular meeting of the corporation in the squad building on the FIRST MONDAY OF EACH MONTH COMMENCING AT 7:00 PM. The President may postpone a meeting with good cause, provided the members are given advanced notification and the meeting is rescheduled within seven (7) days of the original scheduled meeting.
- B. The President may call a special meeting of the corporation at any time. The date, time and location of all special membership meetings will be posted no less than seventy-two (72) hours prior to the commencement of said meeting, in a place conspicuous to the general membership.
- C. Upon a written request of five (5) voting members, the President will call a special meeting provided the purpose of the said meeting is stated in the request.
- D. The Chief may call a special meeting at anytime for the purpose of training of rescue operations. The date, time and location of all special training sessions shall be posted no less than seven (7) days prior to the scheduled training, in a place conspicuous to the general membership. The Chief may cancel or postpone a training session with good cause.
- E. All active members must attend every general membership meeting of the Rescue Squad. Any member who misses two (2) or more membership meetings, in a calendar year, Without Good Cause, will be given a written warning and be expected to attend the next regular meeting. FAILURE TO ATTEND SAID MEETING WOULD RESULT IN IMMEDIATE DISMISSAL BY THE BOARD OF DIRECTORS.
- F. Members who are unable to attend a general membership meeting will notify the President in advance. Determination of good cause will be at the ultimate discretion of the Board of Directors.
- G. All active members must attend every training session of the Rescue Squad. Any member who misses two (2) consecutive trainings or three (3) or more membership meetings in a calendar year, without good cause, will be subject to the same disciplinary actions outlined in paragraph F.
- H. Members who are unable to attend a training session will notify the Chief or Assistant Chief. Determination of good causes will be at the ultimate discretion of the Board of Directors.

SECTION II – Order of Business

- A. Roll call of members present (determining a quorum and recording excused and unexcused absences).

- B. Call meeting to order
- C. Reading and approval of minutes for previous meeting
- D. Reports of Officers:
 - 1. President
 - 2. Vice-President
 - 3. Treasurer
 - 4. Secretary
 - 5. Chief
 - 6. Assistant Chief
 - 7. Captain
 - 8. Lieutenant
 - 9. Engineer
 - 10. Training Officer
 - 11. B.O.D. Rep
 - 12. Retirement Points Coordinator
- E. Committee Reports:
 - 1. Building and Grounds
 - 2. Social/Banquet
 - 3. Finance/Fundraising
 - 4. Membership
 - 5. Q/A
 - 6. Bylaws
 - 7. Town Safety
 - 8. EMS Council
 - 9. Fire Rescue Commission
 - 10. ALS Committee
 - 11. BLS Committee
- F. Proposals for membership:
 - 1. New applications for tabling
 - 2. Tabled applicants for probationary status
 - 3. Probationary members for full membership

- G. Old or Unfinished Business
- H. New Business
- I. General Discussions and Comments
- J. Adjournment

Section III – Questions of Order:

On any question of procedure or order not regulated by this **CONSTITUTION AND BYLAWS, Roberts Rules of Order** shall govern.

ARTICLE THREE

Section I – Officers of the Corporation:

- A. Elected officers of this corporation will be a President, General Vice-President, Treasurer and Secretary who are designated as administrative officers. A Chief, Assistant Chief, Captain, and Lieutenant, who are designated as operational officers,
- B. Other officers designated, as support officers will include but are not limited to: Training Officer and Engineer. These officers shall be appointed by the Chief at the first meeting in January, or as they become necessary and will not be a line officer.

Section II – Board of Directors:

- A. There will be eight (8) directors consisting of: The President, Chief, five (5) members from the Community and one (1) member at large, elected by the general membership at the general elections meeting.
- B. The Board of Directors will represent the organization as a ruling body with the rights, privileges and authority to act on behalf of the membership pertaining to all affairs of the organization, except in the case of dismissal, which is described in Article nine (9), Section V, Paragraph A. The Board of Directors will review all dismissal cases.
- C. The Board of Directors shall ultimately have the final authority on matters of administration and operations and upon interpreting the constitution and bylaws of this organization.
- D. The Board of Directors will approve operational and administrative policies and the annual budget, but their power will not be limited to the same.
- E. The Board of Directors will report all actions to the general membership at each regular business meeting and submit to the Secretary a bona fide copy of the minutes of all monthly board meetings.
- F. The Board of Directors will Shall meet not less than every sixty (60) calendar days at a time, day and place which shall be published at the station site of Purcellville Volunteer Rescue Squad Inc. at least seven (7) days prior to said meeting. Additional, special board meetings may be called for at any time by the Chair. If a board member misses two (2) meetings in a calendar year, he/she will be reviewed concerning his/her position on the board. If said member is also President or Chief, he/she will be subject to review and impeachment of any and all offices held.

Section III – Legal Advisor

The legal advisor will be an Attorney at law licensed in the Commonwealth of Virginia and appointed by the Board of Directors.

Section IV – Medical Advisor

The medical advisor will be a member in good standing of the Loudoun County Medical Society and appointed by the Board of Directors.

ARTICLE FOUR

SECTION I – Election of Officers:

- A. The President will appoint a nominations committee at the regular meeting in October. The committee will report with its nominations at the regular meeting in November.
- B. The election of officers and the Board of Directors will be held each year at the regular meeting in December. Nominations will be accepted from the floor at this time. These actions will take place as part of old business.

Section II – Eligibility of candidates for officers:

- A. All candidates for officers must be on active status, in good standing, not on probationary status at the time of election, and at least eighteen (18) years of age.
- B. All candidates for the offices of Chief through Lieutenant, inclusive, must be currently certified at a skill of at least Emergency Medical Technician – Ambulance/Basic (EMT-A/B) by the time of elections.

Section III – Eligibility of Board of Directors candidates:

- A. All candidates for the office of five (5) members from the community must reside or work in the County of Loudoun. The member at large from our membership must be a member in good standing.
- B. The term of the office for all Board of Directors elected from the community will be three (3) years. The term of office for the member at large will be one (1) year.

Section IV – Eligibility of candidates holding more than one (1) office:

Any candidate, meeting aforementioned requirements (excluding candidates for President, Chief, Vice-President, or Assistant Chief), may hold more than one (1) administrative or operational office, but not to exceed two (2).

Section V – Eligibility of voting members:

- A. All active members in good standing are eligible to vote.
- B. All active junior members in good standing are eligible to vote.
- C. Candidates on probationary status are not eligible to vote.

Section VI – Simple Majority

- A. Officers and Directors are elected by a simple majority of votes.
- B. In the event that there are three (3) or more candidates for one (1) office, and there is no simple majority for one (1) candidate, a runoff election will take place between two (2) candidates with the large number of votes.

ARTICLE FIVE

Section I – Terms of Office:

- A. The term of office for all Board of Directors with the exception of the member at large will be three (3) years.
- B. The term of office for all elected officers will be one (1) year starting on January 1st of each year.

Section II – Number of Terms:

Officers and Directors may succeed in office for an unlimited number of terms.

Section III – Filling vacancies for remaining terms:

- A. An office falling vacant may be filled for the remainder of the term at any regular meeting of the Department by nominations from the floor. Candidates must meet requirement set forth in Article Four, Section I through IV.
- B. Election shall be as set forth in Article Four, Section V and VI.

ARTICLE SIX

Section I – Duties and Responsibilities of the President:

- A. It will be the duty of the President to preside over all business meetings, to preserve order during such meetings and to supervise the business affairs of the squad.
- B. The President will be entitled to vote on all matters.
- C. At the first meeting in January, the President will appoint the following committees along with any other committees deemed necessary:
 - 1. Activities/Social Banquet
 - 2. Finance
 - 3. Building and Grounds
 - 4. Public Relations/Fundraising
 - 5. Membership
- D. The President will decide all points of order that may arise at a meeting. Any member present, however, may appeal the President's decision to the members of the organization. A two-thirds (2/3rds) majority vote by the active members present may repeal the ruling.
- E. The President shall see that all corporate laws pertaining to this organization are carried into effect.
- F. The President will place in effect administrative policies as approved by the Board of Directors.
- G. The President or his designates (a total of two representatives and two alternates) will serve as delegates to the Loudoun County Emergency Medical Services Advisory Council.
- H. The President, or his designate, will act as a liaison between the Department and the Town Council.
- I. The President, or his designated, will act as a liaison between the Department and the County of Loudoun.
- J. The President or his designate will act as a liaison between the department and the Department of Emergency Medical Services for the Commonwealth of Virginia.

Section II – Duties and Responsibilities of the Vice-President:

The Vice-President will assist the President as delegated. The Vice-president will perform the duties of the President in his or her absence and shall be ex-officio members of all the committees.

Section III – Duties and Responsibilities of the Treasurer:

- A. The Treasurer will keep the checkbook and other items pertaining to the office. He/She will make bank deposits, pay bills and make other authorized transactions in the best interest of the organization.
- B. The Treasurer will keep an accurate record of the financial condition of the organization, namely:
 - 1. Record and keep information about all financial transactions pertaining to the organization according to accepted accounting practice.
 - 2. Verbally report a financial statement to the Board of Directors on a monthly basis, if requested, and submit a written financial statement to the Board of Directors on a quarterly basis.
 - 3. See that all necessary records and reports are filed in an orderly manner.

Section IV – Duties and Responsibilities of the Secretary:

- A. The Secretary will keep accurate records of all the minutes of the regular meetings and any other special meetings that may be called.
- B. The Secretary will be responsible for retaining all correspondence on behalf of the organization.
- C. The Secretary will keep an up-to-date list of all members with pertinent information about the same and will provide the membership with a directory of officers and members, including addresses and telephone numbers.

ARTICLE SEVEN

Section I – Duties and Responsibilities of the Chief:

- A. The Chief will be the Chief operations line officer of the organization. He will oversee the activities of all operational officers. He will assign duties to subordinate officers, as he deems necessary. He will be responsible for all of the following squad policies:
1. To assure the operational proficiency of all members
 2. To nominate support officers
 3. To call special drills as he deems necessary
 4. To assign members to duty crews, if applicable
 5. To plan and supervise all training programs
 6. To place into effect operational policies as approved by the Board of Directors.
 7. To submit monthly reports of all operational activities of the organization at each monthly meeting.
 8. To assign any of the above duties to operational officers when he deems necessary for a smooth operation of the organization.

Section II – Duties and Responsibilities of the Assistant Chief:

- A. The Assistant Chief will report directly to the Chief. He will carry out those duties assigned to the Chief in the absence of the Chief. He shall carry out those duties assigned to him by the Chief to include, but not limited to the following:
1. Supervise all subordinate officers and ensure that the responsibilities assigned to them are being completed effectively.
 2. Supervise the day-to-day operations of the organization.
 3. Enforce all operational policies which have been set forth.

Section III – Duties and Responsibilities of the Captain:

- A. It will be the Captain's responsibility to perform, but not limited to the following:
1. Assist the Training Officer and ensure that the Training Officer is fulfilling responsibilities assigned to him.

2. Maintain and keep a current and active list of all members and assign them to duty crews, as per duty crew operational directive as decided upon the Chief.
3. Assist the Chief in the decision of the appointment of duty crew team leaders.
4. Coordinate all standbys and transports that are requested of the organization.
5. Enforce all operational policies set forth.

Section IV – Duties and Responsibilities of the Lieutenant:

- A. The responsibility of the Lieutenant will be to perform, but are not limited to the following:
 1. Ensure that the Chief Engineer and the Assistant Engineer are fulfilling responsibilities assigned to them.
 2. Maintain an inventory of all operational equipment used by the organization on units and within the organization.
 3. Plan and organize drills to test all aspects of the organization on a bi-annual basis.
 4. Ensure that all organization members are aware of any new techniques in patient care, extrication, etc.

ARTICLE EIGHT

Section I - Types of Membership

- A. All active members, with the exception of Administrative members, will be subject to a six-month (6) probationary status upon the approval for membership at a general membership meeting. See Article Nine, Section I.
- B. All active members, with the exception of Administrative members, must attend every general membership meeting as stated in Article 2, Section I, paragraph F & G.
- C. All active members, with the exception of Administrative members, must attend every training session as stated in Article 2, Section I, paragraphs H & I.
- D. All active members, with the exception of Administrative members, must obtain a minimum of First Responder and EVOC within a two-year period. Exceptions must be approved by the membership at any general monthly meeting.
- E. All active members, with the exception of Administrative members, will have the privilege of holding an elected office of this organization, provided they meet the criteria set forth in this document.
- F. The following are considered types of active membership:
 - 1. Senior
 - 2. Support Team
 - 3. Academic
 - 4. Junior
 - 5. Life
 - 6. Administrative
- G. The following are considered types of inactive membership:
 - 1. Educational/Military or Medical Leave
 - 2. Honorary Members
 - 3. Inactive Members

Section II – Senior membership

- A. Senior members must be at least eighteen (18) years of age.
- B. Senior members must participate on a duty crew for a minimum of twelve (12) hours per week and participate on a twelve (12) hour weekend rotational crew.
- C. Senior members, off probation, will be eligible for one (1) full vote on all items brought before the general membership.
- D. The probationary period for a Senior member will be no less than six (6) months. At the end of the six-month (6) period, the membership committee will review the member's application and activities within the squad and submit a motion to the general membership.

Section III – Support Team Membership

- A. Support Team members must be at least eighteen (18) years of age.
- B. Support Team membership may not exceed twenty-five percent (25%) of the general active membership roster.
- C. Support Team members must participate on a duty crew for a minimum of eighteen (18) hours per month.
- D. Support Team members, off probation, will be eligible for one-half ($\frac{1}{2}$) vote on all items brought before the general membership.
- E. The probationary period for a Support Team member will be no less than nine (9) months. At the end of the nine-month (9) period, the membership committee will review the member's application and activities within the squad and submit a motion to the general membership.
- F. Support Team members not on probation are eligible to run for the elected office of Treasurer or Secretary. The Chief may also appoint a Support Team member to the office of Engineer or Training Officer.

Section IV – Academic

- A. Academic members must be at least eighteen (18) years of age and attend an educational institute for at least six (6) months of the calendar year.
- B. Academic members must participate on a duty crew at least one hundred forty four 144 hours in a calendar year.
- C. The probationary period for an academic member will be no less than six (6) months of active duty. Active, for this purpose, is defined as at least eighteen (18) hours of duty per month as well as general membership and training session attendance. At the end of the six-month (6) period the membership committee will review the member's application and activities within the squad and submit a motion to the general membership.
- D. Academic members off probation will be eligible for a one-half ($\frac{1}{2}$) vote on all items brought before the general membership.
- E. Any Academic member unable to meet the meeting attendance or duty requirements may request leave, in writing, to the President. This leave does not need to be approved by the membership and may not last for longer than nine (9) months.
- F. An Academic member on such leave may be considered reactivated upon their return to duty or the area, whether it is temporary or permanent, upon notification to, and approval by both the President and Chief.

Section V – Junior Members:

- A. Junior members must be either sixteen (16) or seventeen (17) years of age.
- B. Junior members shall not constitute more than twenty-five (25%) percent of the current active membership.

- C. Junior members must be residents of Loudoun County.
- D. Junior members shall be elected in the same manner as Senior members and be nominated to the membership committee by an active member. No applicant will be acted upon by the voting membership until he has written approval of the legal guardian of said Junior candidate, which will be filed with the Secretary. Written approval shall also constitute acknowledgement of and agreement with the junior member packet of the responsibilities and duties. This packet will be hand-delivered by the President to the prospective Junior member.
- E. Junior members may form their own subsidiary organization and elect officers of the same, but all activities of Junior members shall be governed by this Constitution and Bylaws and supervised by an active member appointed by the Chief.
- F. The probationary period for a Junior member will be no less than six (6) months. At the end of the six-month (6) period the membership committee will review the member's application and activities within the squad and submit a motion to the general membership.
- G. Junior members in good standing will be eligible for a one half ($\frac{1}{2}$) vote in all squad business after completion of six (6) months probationary period.
- H. Junior members must maintain an overall "C" average, with no more than two (2) failing grades within the school-grading period. If the aforementioned is not maintained, then that junior member will not be allowed to participate in squad activities until the grades are brought up and report cards are shown to the President. All Junior members must give a copy of the report card to the President within three (3) days of receipt. Failure to do so may prevent Junior members from participation in squad activities.

Section VI – Life Members:

- A. Life membership is awarded to any member in good standing, who has rendered ten (10) years of active service as a member of this organization within a thirteen (13) year period and has held himself in good standing during his membership. If a member has ever been suspended for disciplinary reasons in excess of fifteen (15) days, the member must accrue a six (6) month period for each suspension given. This applies to the probationary period as well as a regular membership. Military leave and educational leave are not to be counted towards time as life membership or the thirteen (13) year period if that member does not maintain active running status during that time. Rather, the membership time will begin to accrue again after such leave has ended and a written notice is given to the President and membership.

B. Method of Membership Award

To receive such membership, the member is to submit a letter to the membership committee identifying himself as a candidate for this type of membership. The membership committee is to verify the candidate's claim for this type of membership. Upon verification of the time, as outlined in Section VI, paragraph A; the membership committee will submit a motion on that application to the general membership at the next meeting. At that time the application will be presented to the General membership for debate and vote. A simple majority vote is required for the application to pass. If confirmed, the President will present a gold badge designed for this type of membership to the member. If denied, the member cannot reapply for six (6) months. The Life member is qualified to receive the following benefits:

C. Running Status

The member has the option to run as a duty crew member, or to run second calls and company calls provided he maintains his certifications and satisfies the training requirements as detailed for a regular member. If the Life member chooses not to run on a designated crew, he/she must submit his/her intentions in writing to the Chief.

D. Removal from Operational Status

The Chief may suspend any Life member from an operational status for good cause until the next general membership meeting. At the meeting, the Chief must present the reason why the Life member is not to run as an operational member any longer. The general membership will vote on the issue. A simple majority vote is required for removal of the Life member from operational status.

E. A Life member who is inactive is entitled to attend any events sponsored by this organization. Life membership is a status that can never be removed except as provided in Section VI, paragraph F. An inactive Life member can return to active status by attending general membership meetings. To become active operationally, the Life member must fulfill the operational certification requirements and the training requirements. In addition, a letter must be submitted to the general membership stating this intention.

F. Removal of Life Membership Status

Any life member that has brought discredit upon this organization by actions written or verbal may have their Life membership status revoked by both action of the Board of Directors and the general membership by a simple majority vote.

G. Voting Privileges

The Life member will have the right to vote provided he meets the requirements for an active member in Article 2, Section 1, paragraphs F and G. Any Life member that does not meet these requirements will not have the right to vote and will not negatively impact the quorum requirements set forth in Article 1, Section II. A Life member may regain voting privileges by attending 4 consecutive meetings.

Section VII – Administrative

- A. Administrative members are not operational members. They are not permitted to ride on the ambulance or perform any operational functions.**
- B. Administrative members do not have the right to vote and are not subject to a probationary period.**
- C. Administrative members are not required, but are encouraged, to attend monthly meetings.**
- D. Administrative members will provide support to the squad by assisting with fundraising, station and vehicle upkeep, data entry, file keeping, etc.**
- E. All administrative members are subject to a criminal background check but do not have to obtain a LCFR physical.**
- F. All administrative members are encouraged to obtain AHA CPR and First Aid certifications.**
- G. Administrative members are subject to the same disciplinary measures, as they apply, as any member of PVRs.**
- H. The membership committee may review, for dismissal, any administrative member who is inactive within the squad for a period of six (6) months or more.**

Section VIII – Educational/ Military/Employment Leave:

- A. Any member of the organization requesting a leave of absence for the reasons of education, military duty, employment which require the member to temporarily move their residence outside Loudoun County for a period of more than thirty (30) days, or maternity responsibilities, must be submitted in writing and approved by the membership or Board of Directors.**

- B. Any member on such leave may be reconsidered reactivated upon their return to duty or the area, whether it is temporary or permanent, upon notification and approval by both the President and the Chief.

Section IX – Inactive Members:

- A. Any member may request in writing inactive status, which will be granted at the next regular meeting.
- B. Inactive status may last for a period of no longer than six (6) months. This does not apply to life members. The Board of Directors may grant special consideration.
- C. Lack of contact after a six (6) month period, unless granted special consideration, may result in a motion to terminate membership from the membership committee.
- D. Any member granted inactive status will relinquish all rights, privileges and any responsibilities of an active member. He will return all equipment and accessories owned by the organization.
- E. In order to return to active status, a member must submit in writing a request for a simple majority vote of the organization to be voted upon at the next regular meeting. In the event said member is not activated by the membership, said member's status will be reviewed and considered for dismissal by the Board of Directors.

Section X – Honorary Members:

- A. An honorary member will be a person who has contributed to the organization in some outstanding manner.
- B. Honorary members will not have any rights, privileges or responsibilities as an active member.
- C. Honorary members must be voted in upon the approval by a two-thirds (2/3rds) majority of the organization at any regular business meeting.

ARTICLE NINE

Section I – Applying for membership:

- A. All candidates for membership must complete a membership application and submit it to the membership committee chairperson.
- B. All candidates for membership must be present at the regular business meeting at which their application is presented to the general membership for action.
- C. All applications will remain active for a period of sixty (60) days from the date said application is presented to the membership. After sixty (60) days, the application will be classified as null and void, and the candidates must resubmit said application.

Section II – Candidates for membership:

- A. The President may table all applications presented to the general membership for thirty (30) days. During this time, the membership committee will interview the applicant and conduct a background investigation.
- B. After the membership committee submits its report and recommendation in the form of a motion, whether favorable or not, the candidate will be subject to a simple majority vote of the membership present as to whether he will be placed on probation.
- C. Any leave or suspension will not be credited toward the probationary period.
- D. Any suspension while on probation will result in a 3-month extension of the member's probationary period.
- E. Any member on probation will not be permitted to vote or run for any elected office.
- F. Eligibility for the removal from probationary status is set forth in the descriptions of each active membership type.
- G. After completion of the probationary period, the member will be voted upon by secret ballot for full membership at the next regular business meeting as follows:
 - 1. If approved by a simple majority vote the member will enjoy all rights, privileges, and responsibilities of an active membership.
 - 2. If not approved for the full membership, then:

- a. Probationary status may be extended by a simple majority vote.
 - b. A probationary member may be dismissed and not considered further by a simple majority vote.
- H. Failure to comply with the aforementioned conditions will constitute a violation of probation, and that member will be subject to dismissal.
- I. The President or Chief may place any member on probation for a period of no more than sixty (60) days. When the designated period is complete the said member will automatically come off probation.
- J. The Board of Directors may place a member on probation for a period of no more than one (1) year.

Section IV – Suspension of members:

- A. Members may only be suspended by the President, Chief or by a majority vote of the Board of Directors.
- B. The President and Chief may suspend a member for a period of time not to exceed thirty days. If the suspension is recommended for a period greater than thirty (30) days, the Board of Directors must approve it. The Board may suspend a member for a period not to exceed ninety (90) days.
- C. The President may only suspend for violations of administrative policies.
- D. The Chief may only suspend for violations of operational policies.
- E. The Board of Directors may suspend any member for violations of administrative or operational policies.
- F. The Board of Directors will rule on any suspension that is contested by the member receiving the suspension. The Board of Directors will then rule on the appeal in one of two ways:
 - 1. Sustaining the decision of the officer.
 - 2. Overruling the decision of the officer.

Section V – Dismissal of members:

- A. If, in the opinion of the Board of Directors, a member is no longer in good standing because of repeated and witnessed violations of these Bylaws, or

due to non-participation, that member may be dismissed from the organization by the Board of Directors.

- B. Any member on probation may be terminated by a simple majority vote at any regular membership meeting.
- C. All candidates for dismissal will be notified in writing no less than forty-eight (48) hours prior to said meeting.

Section VI – Impeachment of elected officials:

- A. Any elected official may be impeached if three (3) active members in good standing bring charges to the Board of Directors. Such charges will be in writing and set forth the particular violations of these Bylaws or of the operational or administrative policies. The Board of Directors must meet within seven (7) days of the date of complaints made.
- B. Candidates for impeachment will be notified in writing no less than forty-eight (48) hours prior to said meeting and will be provided with a list of the alleged violation.
- C. After a full hearing and discussion of charges, the Board of Directors will make a recommendation to the membership. If impeachment is recommended, the squad, by a simple majority vote, may impeach that official.

Section VII – Non-participation:

- A. If any active member fails to participate in those activities that are required of an active member for a period of sixty (60) days without a request for a leave of absence or status change, that member will automatically be placed on inactive status. The President will notify the said member of this action, in writing. That member will be required to attend the next regular meeting and state his intentions. Failure to attend said meeting will result in immediate dismissal by the Board of Directors. Said member will be advised, in writing, by the Board of Directors prior to the meeting, at which time action will be taken by the Board.
- B. Any member who
 - 1. Fails to run a regular duty shift or
 - 2. Fails to attend a membership meetingFor a period of twelve (12) months shall be dismissed from membership by a simple majority vote at any regular membership meeting. This will include members who are on medical and academic leave, but will exclude members who are on military leave.

