

International Association of Emergency Managers® - USA (IAEM® - USA) Uniformed Service Caucus (USC) Charter



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The IAEM Uniformed Services Caucus proudly acknowledges and honors all components of the United States Uniformed Services along with their auxiliaries and State Defense Forces. We recognize their steadfast service, sacrifice, and devotion to duty, which safeguard our nation and strengthen our communities.

With gratitude and respect, we salute their enduring commitment to the United States of America.

Background

The Uniformed Services Caucus (USC), herein referred to as the “Caucus,” operates under the authority of the International Association of Emergency Managers® - United States of America (IAEM®-USA). The Caucus functions in accordance with the IAEM® - USA By- Laws and the IAEM® - USA Administrative Policies and Procedures (APP) and serves at the discretion of the IAEM® - USA Board of Directors, providing insight, counsel, and a forum for the exchange of information and professional development related to emergency management within the United States Uniformed Services. This charter outlines the Caucus’ goals, priorities, membership, and processes and is reviewed annually and submitted to the IAEM® Board of Directors for approval to ensure continuous alignment with the IAEM® - USA APP.

For the purposes of the Caucus and its charter, the United States Uniformed Services include the Army, Navy, Air Force, Marine Corps, Space Force, Coast Guard, National Oceanic and Atmospheric Administration Commissioned Corps (NOAA), and the Public Health Service Commissioned Corps (USPHS), as well as their Auxiliaries, as defined under Title 10 U.S.C. § 101(a)(5). The National Guard and State Defense Forces (SDFs)¹ are further recognized under Title 32 U.S.C. § 109, which authorizes states, territories, and the District of Columbia to establish and maintain SDFs in accordance with their respective laws. These forces are structured and governed under Titles 10, 14, 32, 33, and 42 of the U.S. Code.

Purpose Statement

The IAEM® - USA Uniformed Services Caucus provides a platform for collaboration, information sharing, and professional development among emergency management professionals serving in the eight United States Uniformed Services, their Auxiliaries and State Defense Forces. The Caucus supports IAEM®’s mission and principles by fostering collaboration between civilians and Uniformed Services members in emergency management activities within the United States and internationally.

Goals and Priorities

The goals and priorities of the Uniformed Services Caucus include:

- Fostering mentorship and professional development;
- Enhancing communication and sharing of best practices;
- Advocating to IAEM® - USA leadership on emergency management issues within the Uniformed Services;
- Recognizing excellence in emergency management within the Uniformed Services through IAEM® - USA awards;

¹ During emergencies or disasters, governors may activate state militias under State Active Duty (SAD), a status fully controlled and funded by the state. Under Title 32, the National Guard encompasses both the Army National Guard and Air National Guard, while SDFs remain distinct from federal forces. According to 32 U.S.C. § 109(c), SDFs may be used exclusively within their respective jurisdictions and cannot be federalized or drafted into the armed forces. These designations reinforce the distinct legal and operational roles each service plays during domestic response and emergency operations.

- Assisting transitioning Uniformed Services members in identifying potential opportunities within the emergency management field that align with their skills and qualifications, enabling them to apply for relevant positions;
- Serving as a resource for IAEM® - USA members seeking to better understand military service and Defense Support for Civilian Authorities (DSCA) operations;
- Increasing interest, visibility, and affiliation with IAEM® - USA among Uniformed Services members; and
- Promoting the pursuit of the Certified Emergency ManagerSM (CEM®) credential by Uniformed Services members.

Scope

The Caucus addresses emergency management activities within the Uniformed Services and their collaboration with civilian agencies. The Caucus includes representatives from all facets of emergency management working together to promote and improve understanding of emergency management principles and evolving trends. The focus areas include:

- Disaster Response, Contingency Preparedness, and Incident Management as outlined in Presidential Policy Directive 8 (PPD-8);
- DSCA, Humanitarian Assistance (to include installation emergency management and medical and public health emergency management), Foreign Consequence Management per Department of Defense (DoD) Directives and Instructions, HSPD- 5, and applicable federal policies; and,
- Any other Uniformed Service emergency management responsibilities aligning with IAEM®'s Emergency Management Principles.

Caucus Membership

Membership is open to all IAEM® - USA members in good standing who are interested in Uniformed Services emergency management.

Membership requests are submitted through the IAEM® - USA Uniformed Services Caucus webpage and require verification of active good standing IAEM® membership.

The General Membership may submit proposals to the Caucus Leadership for consideration and will nominate and vote on members from the General Membership for appointment by the IAEM®-USA Board of Directors to positions on the Caucus Leadership.

Caucus Leadership

The Caucus Leadership consists of a Chairperson, two Vice-Chairpersons, and a Secretary, nominated by the General Membership and appointed by the IAEM® - USA Board of Directors. Leadership terms are one year and may be renewed for up to two consecutive terms. Leadership candidates must:

- Be an active IAEM® - USA member;
- Have been an active Caucus member for at least two years; and
- Hold a CEM® designation.

The Caucus Leadership is responsible for managing Caucus operations, conducting meetings, maintaining records, and establishing focus groups as needed. Leadership communicates with the IAEM® - USA Board through an assigned Liaison. This Liaison will not have a vote within the Caucus unless the Caucus Board Liaison is also a member of the Uniformed Services Caucus. The Caucus Leadership may establish Caucus Liaisons with other IAEM® - USA Caucuses or Committees with the approval of 66% (two-thirds) of the Caucus Leadership.

In the absence of a Caucus Chair, either Vice-Chair has the authority to conduct Caucus business. If the Chair vacates the position, one of the Vice-Chairs will serve as interim Chair until an election can be held for a new Caucus Chair and subsequent appointment by the IAEM® - USA Board of Directors.

Caucus Meetings

The Caucus conducts at least two annual meetings: including a virtual Mid-Year Meeting and one in-person meeting at the IAEM® - USA Annual Conference. Quarterly teleconferences (or more often as determined necessary by the Caucus Leadership) will be held to review and address inputs from the IAEM® - USA Board of Directors and from the Caucus membership. The Caucus may also hold webinars or other meetings, including regional meetings, for the purpose of information sharing, professional development, or specific issues of interest to the Caucus members. The Caucus Leadership will ensure that Caucus meetings address the needs of the General Membership.

All members of the IAEM® - USA General Membership may attend Caucus meetings unless the Caucus Leadership is discussing an ethical issue or awards selection, then the meeting will be a closed Caucus Leadership meeting.

The Caucus Chair will be responsible for conducting all meetings, forwarding proposals and nominations to the IAEM® - USA Board of Directors for consideration, and calling for votes, when appropriate.

The Caucus Leadership will review proposals submitted by the General Membership and take appropriate action(s) within thirty (30) days of submission. The Caucus Chair will only vote in the event of a tie within the General Membership.

Focus Groups

Focus Groups may be established to achieve specific Caucus goals. These groups include members of the Leadership and General Membership and may include non-IAEM® members when approved. Standing Focus Groups may be established for specific objectives upon nomination by the Caucus Leadership and approval of a simple majority of the General Membership. Focus Groups will be chaired by individuals appointed by the Caucus Chairperson.

Representation and Administrative Support

The Chairperson or their designee can officially represent the Caucus in the event that the Chairperson is absent. Members are encouraged to participate in relevant conferences, symposia, and courses. Funding for travel and lodging may be requested through IAEM® - USA, subject to Board of Directors approval.

Administrative support is provided by IAEM® - USA, including meeting logistics and minute distribution. In addition, the Caucus Chair may request funding from the IAEM® - USA Board of Directors for member travel expenses and lodging to support IAEM® - USA and/or Caucus marketing, initiatives, and other approved interests.

Awards

This Caucus will encourage eligible Active-Duty, Reserve, Auxiliary, National Guard and Defense Services members of the Uniformed Services and civilian employees to be nominated for awards through the process established by the IAEM® - USA Awards and Recognition Committee.

The IAEM® Awards and Recognition Program is the responsibility of the IAEM® - USA Awards and Recognition Committee with the assistance of USC Awards Liaison. The USC Liaison to the Awards and Recognition Committee must be in good standing in IAEM® and will be appointed by the USC's Chair. The USC's liaison will participate as a voting member of the Awards and Recognition Committee on regular Awards and Recognition Committee work. Upon appointment by the Awards and Recognition Committee Chair the USC Liaison will serve on the awards panel to review and judge award entries.

Pursuit of Certified Emergency ManagerSM (CEM®) Certification / Recertification

The General Membership of this Caucus is encouraged to use their participation on the Caucus as an element of Professional Contributions in the pursuit of Certified Emergency ManagerSM (CEM®) certification or recertification. In addition, members of the Caucus Leadership may use this experience towards the "Leadership" element of their Professional Contributions portion of the certification or recertification process.

Approval

This document is approved for use by the Caucus and will be reviewed on an annual basis.

Revision Table

Date	Description	Voted By Membership	Effective Date
03/29/2016	Initial Charter Creation	01/29/2016	03/29/2016
03/01/2025	Review of Charter; Integration of Auxiliaries & SDFs; Removal of Advisory Panel; Update to Goals & Priorities; Updates to Awards	09/08/2025	10/01/2025

