

Subject: Summary of Proposed Changes to IAEM-USA Region 9 Bylaws for Member Vote

Dear Fellow IAEM-USA Region 9 Members,

I am writing to share important information regarding proposed updates to our Region 9 Bylaws. Our Bylaws committee (led by Keith Harrison and Ashleigh Makuch) have developed a new draft set of Bylaws (referred to as the DRAFT version), which we are recommending for your approval. This document summarizes the major content and format changes compared to our currently approved [Bylaws](#) from 2021 (referred to as the 2021 version). The DRAFT Bylaws aim to enhance clarity, improve governance, and ensure consistency with IAEM-USA operations and policies based on a new template provided by IAEM-USA. Reviewing these changes will help you make an informed decision when voting on the adoption of the DRAFT Bylaws.

Major Changes:

- The overall structure of the Bylaws has been reorganized for improved readability and logical flow, changing from 12 Articles in the 2021 version to 11 Articles in the DRAFT version. The DRAFT version explicitly lists the table of contents with page numbers.
- Voting procedures, officer elections using IAEM-USA electronic voting, and the disclaimer of endorsement remain consistent in requiring alignment with or authorization from IAEM-USA.
- The section previously referred to as the "Executive Committee" in the 2021 Bylaws is primarily referred to as the "**Region 9 Board of Regional Officers**" or "**Region 9 Board**" in the DRAFT version. While the composition remains the same (President, Vice President, Secretary, Treasurer, and Immediate Past President), the terminology is updated.
- The DRAFT clarifies that if IAEM-USA Bylaws are amended, the IAEM-USA Bylaws Committee, with Region assistance, shall review and adjust Region Bylaws for consistency, similar to the 2021 version.
- Membership eligibility remains based on working or residing within this geographic area. IAEM-USA determines regional membership using the member's mailing address, and members can be affiliated with only one region for voting and dues.

Key Content Changes:

- **Relationship with IAEM-USA:**
 - Supporting the **vision and mission of IAEM-USA** is an explicit objective in the DRAFT. The 2021 version states to refer to IAEM-USA Bylaws for Vision and Mission.
 - The DRAFT emphasizes that all Region 9 programs and activities must be entirely consistent with the **tax-exempt (501(c)(3)) mission and purposes of IAEM-USA**.
- **Officer Structure and Duties:**
 - A significant change is the **separation of the Secretary and Treasurer roles**. The 2021 version had a combined Secretary/Treasurer position.
 - Duties are now defined for the separate Secretary and Treasurer roles in the DRAFT, compared to the combined role in the 2021 version.
- **Officer Qualifications:**
 - The DRAFT adds a new requirement that candidates seeking office as **Regional President must have obtained and maintain an AEM® or CEM®** certification conferred by the IAEM Certification Program. The 2021 version did not include this specific requirement for President. Both require being a member in good standing for a minimum of two consecutive years prior to seeking office.

- **Method of Officer Selection:**
 - The DRAFT specifies that the President and Secretary are elected in odd years, while the Vice President and Treasurer are elected in even years.
 - In the 2021 version, the President and Vice President were elected (in odd and even years respectively), but the **Secretary/Treasurer was appointed by the elected President**. This is a major change, making all four core officer positions elected in the DRAFT.
- **Term Limits:**
 - The DRAFT sets a term limit of **not more than two consecutive two-year terms** (totaling 4 consecutive years) in an officer position.
 - The 2021 version allowed officers to serve **three consecutive two-year terms** (totaling 6 consecutive years) in an officer position, with additional provisions for appointed terms.
 - Both versions allow officers to run for the same position again after a two-year break or run for a different officer position after reaching the term limit in their current role.
- **Vacancy Procedures:**
 - Procedures for filling vacancies are detailed in both versions, with specific steps outlined for different officer vacancies, including provisions for interim appointments and special elections. The specifics vary slightly between the two documents, reflecting the change to separate Secretary and Treasurer roles and the election process.
- **Removal of an Officer:**
 - The DRAFT adds that an officer is **automatically removed** from office if they cease to be a member in good standing, **move outside the geographic scope of Region 9, or leave emergency management or an allied profession**. The 2021 version required notification and resignation under similar conditions.
 - Both versions outline a process for removal for cause by vote, requiring a two-thirds vote. The DRAFT specifies a two-thirds vote of eligible members, while the 2021 version mentions a two-thirds vote of the Regional Executive Committee or a determination by the IAEM-USA Board, followed by due process. The DRAFT also specifies the notification and response timeline (15 business days).
- **Meetings:**
 - The DRAFT specifies a quorum for the Annual Business Meeting of **not less than twenty (20) eligible members**. The 2021 version defined a quorum as "A majority of the voting members who are registered and present" at the meeting.
 - The DRAFT clarifies that Robert's Rules of Order are not strictly required for official business meetings but can be used as needed. The 2021 version states Robert's Rules govern proceedings unless otherwise provided.
 - The DRAFT provides more detail on additional non-business meetings and states quorums are generally not required for these unless determined by the President.
- **Committees:**
 - Both versions allow the President to establish standing or ad hoc committees and task forces.
 - The DRAFT lists specific Standing Committees and Task Forces, including Bylaws, Strategic Planning, Symposium Planning, Public Affairs, Community and Member Engagement, Community Impact, and Advisory Committees. This provides a clearer structure for current or planned committee work. The 2021 version mentions these types of committees but does not list specific names in this section.
- **Bylaws Amendment Process:**

- Both require a **two-thirds vote** for amendment approval. The DRAFT specifies a two-thirds vote of the votes cast by eligible members.
- The DRAFT provides a detailed process for proposing amendments by member petition, requiring signatures from no less than **ten percent (10%) of eligible Region 9 members**, and specifies the format for showing changes (underline/strikeout).
- Both require proposed changes to be shared with members before voting. The DRAFT specifies **at least thirty (30) days** prior to the vote and allows members no less than thirty (30) days to cast their vote electronically or at the annual meeting. The 2021 version requires eligible members to be given 30 days to vote.

The table below shows the current approved bylaws sections compared to the proposed bylaws to show where information has been reorganized in the DRAFT.

Current Bylaws (2021 Version)	Proposed Bylaws (DRAFT_060125)
ARTICLE I – NAME	ARTICLE I. ORGANIZATION
ARTICLE II – VISION AND MISSION	ARTICLE II. REGIONAL OBJECTIVES AND PURPOSE
ARTICLE III - MEMBERSHIP	ARTICLE III. MEMBERSHIP
ARTICLE IV - OFFICERS	ARTICLE IV. REGION 9 BOARD OF REGIONAL OFFICERS
ARTICLE V - EXECUTIVE COMMITTEE OF THE REGION	ARTICLE V. REGION 9 Board
ARTICLE VI - MEETINGS	ARTICLE VII. MEETINGS
ARTICLE VII – STANDING COMMITTEES and AD HOC COMMITTEES	ARTICLE VI. REGIONAL COMMITTEES
ARTICLE VIII - RIGHTS OF MEMBERS	See Article III. Membership
ARTICLE IX – CHAPTERS	(No direct equivalent as a standalone article title in the DRAFT)
ARTICLE X - PARLIAMENTARY AUTHORITY	See Article VII. Meetings
ARTICLE XI - DISCLAIMER OF ENDORSEMENT	ARTICLE IX. DISCLAIMER OF ENDORSEMENT
ARTICLE XII - AMENDMENT OF BYLAWS	ARTICLE X. AMENDMENT OF REGIONAL BYLAWS
See ARTICLE VI Section 3; ARTICLE VIII	ARTICLE VIII. VOTING
See ARTICLE XII	ARTICLE XI. EFFECTIVE DATE

These proposed Bylaws represent a comprehensive update designed to improve clarity, align more closely with current IAEM-USA practices, and strengthen the governance structure of Region 9. We encourage you to review the full DRAFT Bylaws document and compare it with the current version. Your vote approving these revised Bylaws will shape the future operations of our Region.

Sincerely,

Jon Shear
IAEM R9 President