IAEM REGION VI

USA

International Association of Emergency Managers

BYLAWS
ARTICLE I - NAME

Section 1. Incorporation
The International Association of Emergency Managers (IAEM) is a non-profit organization incorporated by and under the laws of the United States, State of Ohio. Region VI is a compliant sub division of that organization.

Section 2. Members
The IAEM Region VI shall consist of individuals in professional disciplines, practicing or interested in the promotion of emergency management systems and allied fields.

Section 3. Geographical Division
The IAEM Region VI is a geographic division of the International Association as identified in the Administrative Policies and Procedures. It shall be known as “Region 6: and encompasses the states of Arkansas, Louisiana, New Mexico, Oklahoma, and Texas.

ARTICLE II - VISION AND MISSION

Section 1. Vision
IAEM shall be known as the premier international organization for excellence in emergency management globally. Region VI will represent this vision in all its activities.

Section 2. Mission
To serve the emergency management community by:

A. Promoting the development of resilient communities by mitigating the impact of disasters and catastrophic events.
B. Serve as a clearinghouse for information on comprehensive emergency management issues.
C. Facilitating creative and innovative problem solving methodology on emergency management issues.
D. Maintaining and expanding professional standards for emergency management programs and professionals.
E. Contributing to decision-making on public policy as it relates to the emergency management profession.

ARTICLE III - MEMBERSHIP

Section 1. Eligibility
Any persons who are supportive of the IAEM’s purposes is a candidate for membership.

Section 2. Classification of Membership

A. Individual Member
Individual membership is defined as a public safety or allied specialist professionally engaged or interested in the promotion of emergency management and/or its allied fields.

B. Affiliate Member
Affiliate membership is available to any organization/party which provides products, services or other resources which support IAEM and its members.
C. Honorary Member
Honorary membership may be awarded annually by a majority vote of the Board of Directors to two persons for significant contributions towards the advancement of the Emergency Management field through planning methodology, program design, or overall promotion of the profession.

D. Life Member
Life membership shall be accorded each Individual member who has been a member in good standing as defined in the Administrative Policies and Procedures for 15 years of service;

1. Providing that the Individual Member is no longer associated with an emergency management function in a capacity which would make them eligible for Individual membership; or
2. Those who are past presidents of the International Association, having served their term of office, shall by virtue of their accomplishments be known as Past President - Life Members. This membership category is not extended to past-Regional Presidents.

F. Student Member
Student membership shall be accorded to individuals attending an educational institution full-time with major courses of study in the emergency management field or any part-time student with courses of study in the emergency management field not employed in an emergency management capacity.

Section 3. Dues and Fees
A. The term of membership for which dues are paid is October 1st through September 30th.
B. Dues shall be established in a manner as identified in the Administrative Policies and Procedures of the International Association. The regional membership may assess an additional fee to cover the cost of the region’s business.
C. Dues and fees shall be paid by September 30th and thereafter will be considered delinquent. Members whose dues are delinquent for a period of 30 days, who have not made arrangements to extend the payment deadline, shall forfeit membership.
D. Past Presidents must pay their dues while still employed in emergency management. Thereafter, Past Presidents are accorded Life Membership.
E. Dues are paid by the Regions membership to IAEM as per the declared Membership Dues, however additional dues may be requested to support the Region’s Activities and will be paid directly to a Regional account.

Section 4. Fiscal Year
The Fiscal Year is June 1st to May 31st.

ARTICLE IV – OFFICERS of the REGION

Section 1. Officers
The officers of Region VI shall be the President, Vice President, Secretary and Treasurer. IAEM Headquarters staff presently fulfills the position of Treasurer for Region VI.

Section 2. Presidential Team
The Vice President shall assist the Presidential with workload and duties as requested or when covering for the President.

Section 3. Duties of Officers
A. The President shall represent the Region in a leadership capacity that best advances the interest of IAEM-Region VI and its membership. Among the President’s duties are providing
support and direction to working groups the Regional President may establish; representing
the Region at various functions and with other organizations; presiding at Regional meetings of and
representing the Region on the Board of Directors; authorizing expenditures within budget
appropriations approved by the Board of Directors and the Regional Funds; and performing
such other duties as required and provided for in the Administrative Policies and Procedures.

B. The Vice President shall perform the duties of the President in the absence or disability of that
officer and perform other duties as required by the Administrative Policies and Procedures.

C. The Secretary shall maintain accurate records of the proceedings of all meetings of the
Regions membership and those of its officers; and perform such other duties as required by the
Administrative Policies and Procedures if President can not complete the tasks.

D. The Treasurer shall maintain accurate up-to-date records of all monies and securities belonging
to the Region in accordance with the Administrative Policies and Procedures if at such time a
treasurer is necessary to handle money at the regional level.

Section 4. Qualifications of Officers and Directors
To be elected or appointed to a Regional office, a member shall meet the following requirements:

A. Have been an Individual member of IAEM for a minimum of three continuous years prior to
seeking office or performed the role of National Representative prior to standing for election.

B. In order to be placed on the ballot for election to office, the person must meet the qualifications
as established in the Administrative Policies and Procedures.

Section 5. Method of Selection
The officers shall be selected as follows:

A. The Regional President shall be elected by its membership for a two-year term. The 2nd
(second) place vote getter will be awarded the Vice President title and duties.

B. Regions will hold elections as detailed in the Administrative Policies and Procedures.

Section 6. Term of Office
A. The term of office for the President, Vice President, Secretary and Treasurer shall be two
years. The terms shall commence immediately following the installation of officers that shall be
conducted at the Regions Annual General Meeting (AGM).

Section 7. Vacancy in Elected Offices
A. If a vacancy occurs in the office of President, the Vice President shall automatically assume the
office of President. This does not preclude the Vice President from serving the term of office for
which elected.

B. If a vacancy occurs in the office of the Vice President, the position will remain vacant until the
next election of officers at which time a Vice President will be nominated as a part of the slate
of officers.

C. If a vacancy occurs simultaneously in the office of the President and the Vice President, a
majority of the Board of Directors shall elect a President Pro-Tempore from within the Board of
Directors.

ARTICLE V - MEETINGS

Section 1. Meetings of the Membership Body
A. The Annual General Meeting (AGM) of the membership shall occur at a time and place
designated in accordance with the Administrative Policies and Procedures.

B. With the majority approval of the Officers, a Special General Meeting (SGM) of the membership
may be called by the Regions President to address urgent matters that require the consideration
of the full membership of the Region. Individual, Life and Affiliate members can request the
President call such a meeting. The decision to call an SGM is the Regional Presidents,
however if the request is from a majority of the Regions membership an SGM must be held within 60 days of the request.

C. Any new business introduced at the AGM should be in writing and presented to the Officers 10 days prior to the AGM.

D. Other meetings of the association membership and its subunits to advance the mission of the association are encouraged.

Section 2. Quorum
A. A majority of the voting members present at the Annual General Meeting shall constitute a quorum.
B. Business requires a majority of the vote plus one unless otherwise specified in the Bylaws or Administrative Policies and Procedures.

Section 3. Voting
A. The right to vote as a member of the Region may be exercised only when the appropriate membership fee has been paid for the current membership year (October 1 - September 30).
B. Individual, Affiliate and Life members shall have the right to vote on any issue put before the body assembly of the organization provided they are either registered and in attendance at a business meeting of the Association or have returned a mail ballot distributed prior to the meeting.
C. Voting by proxy is not permitted. However, voting by email is permitted.

ARTICLE VI - COMMITTEES

Section 1. Standing Committees
A. Within thirty (30) days after taking office the Regional President shall identify the State Representatives from within the Region that will represent their State stakeholders to the Regional President.
B. Within thirty (30) days after taking office the Regional President shall make appropriate amendments to the list of Working Groups established within the Region. The President shall then appoint and give a mandate to each of the Working Groups.
C. Activities of State Representatives and Regional Working Groups will be report as necessary to the Regional President.

Section 2. Ad Hoc Work Groups
The President may appoint Ad Hoc Work Groups as deemed essential to the business and well-being of the Regions. Such committees shall cease to function when their specific task has been completed.

ARTICLE VII - RIGHTS OF MEMBERS

Section 1. Members in Good Standing:
Members are considered to be “in good standing” if all applicable dues, fees and other amounts owed are paid in full.
Members in good standing are expected to abide by the Bylaws and the Code of Ethics (APP I.D.2).
Members in good standing have the right to:
A. Hold office according to guidelines established in the Administrative Policies and Procedures.
B. Vote, according to the process established in the Administrative Policies and Procedures on:
   1. Amendments to the Bylaws.
   2. Election of officers.
   3. Matters of business arising at the Regional Annual General Meeting.
   4. Matters listed for membership voting at the Associations Annual Meeting.
C. Veto Administrative Policies and Procedures actions of the Board of Directors affecting the rights of members on:
   1. Changes in dues.
   2. Voting procedures.
Section 2. Procedures for changes to Associations Administrative Policies and Procedures

A. Proposed changes to Administrative Policies and Procedures affecting the rights of members as defined in Article VIII - Section 1-C shall be published in advance of the Associations Annual Meeting or 90 days prior to the date of implementation.

B. A minimum of twenty members may petition the President no less than 30 days prior to the Associations Annual Meeting requesting that the proposed change is placed on the ballot for action at the Associations Annual Meeting.

C. Actions of the Board in amending the Administrative Policies and Procedures may be vetoed only by a two-third majority of the eligible members who vote.

ARTICLE VIII - AMENDMENT OF REGIONAL BYLAWS

These Bylaws may be amended by a two-thirds majority of the votes cast, pursuant to the procedures established by the Administrative Policies and Procedures. The proposed changes to the Bylaws must be circulated to the membership 30 days prior to the Regional Annual General Meeting. Any proposed changes which are supported by a 90% vote at the business meeting can, however, be adopted into the Bylaws without satisfying the 30 day requirement.

ARTICLE IX- PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rule of Order, Newly Revised shall govern the proceedings of the Region in all cases not provided for in these Bylaws or in the Administrative Policies and Procedures.

ARTICLE X - DISCLAIMER OF ENDORSEMENT

No individual member or group of members representing the IAEM or a Region of IAEM shall have authority to endorse or recommend any product, service, or organization in the name of the Association, or by elected or appointed title unless so authorized by the Board of Directors.

Submitted by Carrie Little
IAEM -Region VI –President