

IAEM-USA Region 9 Bylaws

ARTICLE I. NAME

Section 1. Incorporation

The International Association of Emergency Managers Region 9 (IAEM Region 9) operates under the umbrella of the United States Council of the International Association of Emergency Managers (IAEM-USA), a nonprofit organization incorporated by and under the laws of the state of Ohio. IAEM-USA shall be referred to herein as the parent association.

Section 2. Identity

The Region 9 Association shall consist of individuals who are members in good standing in IAEM, and who work or reside in the geographic area defined in Section 3. Members will be professionally engaged or interested in the furtherance of emergency management and allied fields.

Section 3. Geographical Division

IAEM Region 9 shall include the states of and federally recognized Tribes within Arizona, California, Hawaii, and Nevada; and Territories of Guam, Commonwealth of Northern Mariana Islands, and American Samoa; as well as the Pacific Trust Territories of Republic of Marshall Islands, Federated States of Micronesia, and Palau; and those counties, cities, municipalities, special jurisdictions and other subdivisions within those areas.

ARTICLE II. OBJECTIVE OF THE ASSOCIATION

Section 1. Objective

To serve the emergency management community within the geographic areas of IAEM Region 9 as defined in Article I, Section 3, and the public, by providing an exchange of information to strengthen regional collaboration, partnerships, and performance.

Section 2. Purposes

- To support the emergency management community in reducing the effects of disasters on life and property by working together to build disaster resistant and resilient communities and businesses.
- To function as a clearinghouse for discussion and learning on all-hazard emergency management issues.
- To provide a forum for creative and innovative problem solving on emergency management issues.
- To maintain and expand professional standards for the emergency management practitioners in the Region.
- To foster informed decision making on public policy in the emergency management arena.

ARTICLE III. MEMBERSHIP

Section 1. Eligibility

Any person supportive of the IAEM Region 9 purposes is eligible for membership.

Section 2. Classification of Membership

A. Individual Member

Individual membership is defined as an individual professionally engaged or interested in the advancement of emergency management and 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

Persons granted Honorary Membership by IAEM shall be recognized as IAEM members by IAEM Region 9.

D. Life Membership

Persons granted Life Membership by IAEM shall be recognized as IAEM members by IAEM Region 9.

E. Student Member

Persons granted Student Membership by IAEM shall be recognized as IAEM members by IAEM Region 9.

Section 3. Dues and Fees

Dues and fees shall be set and collected by the parent Association IAEM-USA.

Those persons who are recognized and identified as paid members of IAEM who work or reside within the geographic area of IAEM Region 9 shall be considered members of IAEM Region 9.

Dues and fees shall be paid in accordance with the bylaws of the parent Association IAEM-USA.

Persons wishing to vote at IAEM Region 9 business meetings and elections must have current IAEM membership.

Section 4. Fiscal Year

The Fiscal Year for IAEM Region 9 will be the same as that established for the parent Association, June 1 to May 31.

ARTICLE IV. OFFICERS

Section 1. Officers

The officers of IAEM Region 9 shall be a President and a Vice President.

Section 2. Duties of Officers

President

The President shall preside at meetings of IAEM Region 9, authorize expenditures within the available funds, serve as the Region representative on the parent Association IAEM-USA Board of Directors, serve as liaison between IAEM and IAEM members in the Region, and perform such other duties as required and provided for in the Administrative Policies and Procedures of the parent Association IAEM-USA.

Vice President

The Vice President shall perform the duties of the President in the absence or disability of that officer and perform such other duties as may be assigned by the President. The Vice President will be Chair of the Region 9 Bylaws Committee and will present a report on recommended changes to the bylaws at the annual or special meetings. The Vice President shall maintain accurate records of the proceedings of all Bylaw Committee meetings.

Section 3. Qualifications

To be elected to a Regional office, a member shall meet the following requirements: Have been an Individual member in good standing for a minimum of two continuous years prior to seeking office.

In order to be placed on the ballot, a person seeking office must be a current IAEM member in good standing with dues paid for the current period and be either working in or residing in the geographic area of the Region 9.

Candidates interested in pursuing election as a Region 9 officer may make announcements and communicate with members in accordance with the IAEM-USA Administrative Policies and Procedures and IAEM-USA Bylaws in the same manner as those seeking election for the position of IAEM-USA 2nd Vice President.

Section 4. Method of Selection

The officers shall be selected as follows:

The President and the Vice President shall be elected in years ending in odd numbers.

Elections shall occur electronically and bi-annually prior to an IAEM Region 9 meeting scheduled to precede the annual meeting of the parent Association IAEM-USA.

The election shall utilize the electronic voting capability of the IAEM-USA website (www.iaem-com).

Elections will take place at least 30 days in advance of the IAEM-USA Annual Meeting and Conference.

Results of the election will be announced at the Region 9 Business Meeting at the Annual Meeting and Conference of IAEM-USA.

Person(s) elected to office shall take office effective with the installation of Officers of the parent Association at the annual meeting of the parent Association IAEM - USA.

Section 5. Term of Office

The term of office for President and Vice President shall be for two years.

The term of office shall commence with the installation of officers of the parent Association at the annual meeting.

All officers may run for re-election and succeed themselves in their respective offices if all eligibility requirements are met.

Section 6. Vacancy in Elected Offices

If a vacancy occurs in the office of President, the Vice President shall automatically assume the office of President.

If a vacancy occurs in the office of the Vice President, the President will appoint a member of IAEM Region 9 in good standing to complete the term.

If a vacancy occurs simultaneously in the office of the President and Vice President, the IAEM -USA President shall appoint a Region 9 member in good standing to serve in the capacity of IAEM Region 9 President and shall initiate a call for nominations to elect an interim President who will hold office until the next regularly scheduled regional election.

Section 7. Removal of an Officer

In accordance with the Administrative Policies and Procedures of IAEM-USA a two-thirds vote of the Board of Directors of the parent Association IAEM-USA is required to remove an elected regional officer from office for cause.

However, before the action becomes final, due process requires that the regional officer be notified, in writing, by registered mail of the charges which have been made and must be afforded not less than fifteen (15) days after receipt of said charges to reply to the allegations set forth in the charge, either in writing or by appearing before the Board of Directors with or without personal legal counsel.

ARTICLE V. ROLES OF EXECUTIVE COMMITTEE & BOARD OF ADVISORS

Section 1. Executive Committee

The Executive Committee shall consist of the President, Vice President, and the immediate Past President of IAEM Region 9.

The Executive Committee shall conduct the administrative business of the Region Association subject to the limitations imposed upon them in the Administrative Policies and Procedures of the parent Association IAEM-USA.

The Executive Committee shall meet at the call of the President.

A majority of the Executive Committee shall constitute a quorum.

The Executive Committee shall maintain minutes of its meetings and provide a report of its activities to the membership at the annual meeting.

The Executive Committee shall not have the power to take any action in conflict with the Region Bylaws or the Bylaws and the Administrative Policies and Procedures of the parent Association IAEM-USA or to change directives issued by a vote of the Region 9 membership.

Section 2. Designation of Region 9 Board of Advisors

The Region shall establish and maintain a Board of Advisors that will report to the Region 9 President and/or the Executive Committee of the Region.

The Board of Advisors shall, at a minimum, consist of:

- One (1) representative for each State within the Region (4 total representatives)
- One (1) representative for the Pacific Trust Territories
- One (1) representative for Tribes within the Region
- One (1) representative for Academia – Emergency Management Professional (including local school districts)
- One (1) representative for Academia – Student
- One (1) representative for Whole Community Engagement

The Region President may choose to establish additional representatives as he/she sees fit, by appointment. Each representative must at least live in or work for the area that they represent. Example, an Arizona representative must either live in or work as an emergency management professional in Arizona; an Academia – Student must be attending a college or university in the Region.

Section 3. Duties of the Board of Advisors

The Region 9 Board of Advisors shall act as a liaison between the area that they represent and the Region, as a whole. The Board shall serve as a representative of the IAEM Region 9 members in their respective areas. The Board's duties and responsibilities may be further delineated by the Region 9 President.

Section 4. Term of Office

The Board of Advisors will serve in their respected positions for the term of office of the Region 9 President. Within thirty (30) days of assuming office, the Region 9 President will determine if he/she will appoint the Board of Advisors or hold elections. The President will communicate this determination to all Region 9 members.

If the Board is to be appointed, the appointment will come from the Region 9 President after each individual has been approved by all members of the Executive Committee, as a whole and not by simple majority.

If the Board is to be elected, elections must be held within forty-five (45) days of the assumption of office for the President. The terms and manner of elections shall be communicated to the Region 9 members by the President, but shall not be in conflict with the Administrative Policies and Procedures of IAEM-USA and/or IAEM-USA Bylaws.

If a vacancy of Board representation occurs at any point, the President will determine the method to which the position will be filled, as outlined above, within thirty (30) days of the known vacancy.

ARTICLE VI. MEETINGS

Section 1. Meetings of the Membership Body

The membership shall meet annually at the annual conference of the parent Association IAEM-USA.

Election of Officers shall be held electronically prior to this meeting.

Other meetings of the membership may be held throughout the year but not for the purpose of electing officers except where a vacancy has occurred and an unexpired term needs to be filled in accordance with procedures outlined under Article IV, Section VI.

Section 2. Voting Rights

Business requires a quorum unless otherwise specified in the Bylaws or Administrative Policies and Procedures of the parent Association IAEM-USA. A majority of the voting members who are registered and present shall constitute a quorum.

The right to vote as a member of the Region association may be exercised only when the appropriate membership fee has been paid.

Individual, Affiliate and Life members shall have the right to vote (consistent with Article VIII) on any issue put before the body if they are either registered and in attendance at a business meeting of the Region 9 Association or have returned a mail ballot distributed prior to the meeting.

Mail ballots are permitted. Electronic mail (e-mail) ballots are permitted so long as it from the e-mail address that is registered to that specific member on the IAEM member profile.

Voting by proxy is not permitted.

ARTICLE VII. COMMITTEES

Section 1. Ad Hoc Committees (Special Committees)

The President may appoint Ad Hoc (Special) Committees or Working Groups as deemed essential to the business and wellbeing of the Region 9 Association.

Such committees and Working Groups shall cease to function when their specific task has been completed.

ARTICLE VIII. 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 owned are paid in full. Members in good standing have the right to:

- Hold office according to guidelines established in the Administrative Policies and Procedures of the parent

- Association (IAEM-USA).
- Vote, according to the process established in the Administrative Policies and Procedures of the parent Association on:
 - Amendments to the Bylaws
 - Election of officers
 - Matters of business arising at the annual or other specially called meetings

ARTICLE IX. AMENDMENT OF BYLAWS

These Bylaws may be amended electronically by a two-thirds majority or by a two-thirds majority of the votes cast at the annual business meeting of the IAEM Region 9 Association if at least 20% of the membership is present.

Proposed changes to the Bylaws must be voted on electronically for a period of at least 30 days or be circulated to the membership 30 days prior to the said business meeting.

ARTICLE X. PARLIAMENTARY AUTHORITY

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

ARTICLE XI. DISCLAIMER OF ENDORSEMENT

No individual member or group of members representing the Association shall have authority to endorse or recommend any product, service, or organization in the name of the IAEM Region 9 Association, or by elected or appointed title.

ARTICLE XII. EFFECTIVE DATE

This document shall take effect immediately upon its approval by the IAEM Region 9 membership, and supersede all constitutions and bylaws previously adopted.

Adopted and approved by IAEM-USA Region 9 on the 4th of November in the year 2015.