

**CONSTITUTION
AND
BYLAWS**

Association of Public-Safety Communications Officials - International, Inc.



CHARTER #

Chartered June 25, 1993

Amended December, 1993

Nevada Chapter of APCO

CONSTITUTION

Article I Name and Purpose

Section 1 . Name and General Membership Requirements

1.1 This organization shall be known as the Nevada Chapter, Association of Public-Safety Communications Officials - International, Inc. (APCO ,Inc.). As authorized by its charter, issued June 25, 1993 by the Association of Public-Safety Communications Officials - International, Inc. , the geographical area included within this chapter shall be the State of Nevada.

2.1 Membership in the Chapter shall be open to all persons of good character who meet the membership requirements of this Constitution and Bylaws adopted pursuant thereto. Its voting privileges shall be limited to certain membership classifications which are hereinafter specified. Members of the Chapter are members of the Association.

Section 2. Purpose

The purpose of this Chapter shall be as follows:

2.1 Foster the development and progress of public safety communications by means of research, planning, coordination, training, and education.

2.2 Promote the rapid and accurate collection, exchange and dissemination of information relating to emergencies and other vitae public safety communications among and between all levels of locale, state, and federal governments and those who work with them.

2.3 Represent its members and public safety communication interests in general before regulatory and policy-making bodies as may be appropriate.

2.4 Strive to protect the citizen and his property and provide for his welfare by these and other appropriate means.

Article II Membership

Section 1. Classifications

The membership of this Chapter shall be divided into the member classifications as set forth in the APCO Constitution and Bylaws, and other classifications as may be described here, as long as those other classifications do not conflict with the classifications set forth in the APCO Constitution and Bylaws.

Section 2. Chapter Life Member

2.1 This honor may be bestowed upon members who have, at the Chapter level, made significant contributions toward the fulfillment of the purpose of the Association and Chapter. To be eligible for this recognition the nominee shall, as a minimum have:

Made three (3) significant contributions toward meeting the needs of the Chapter such as:

Chapter President, one year
Chapter Secretary , three years
Chapter Executive Committee Member, three years
Association Executive Council Member, four years
Chapter Frequency Advisor, three years
Association Standing Committee Chair, two years
Chapter Standing Committee Chair, three years
Chapter Seminar/Meeting Chair two times
Regional Conference Chair, once

2.2 This honor shall be bestowed upon qualified members of the Active, Engineer/Technician , Telecommunicator , Information System Specialist, Commercial , or Retired class. The nomination shall be initiated at the Chapter level upon recommendation of one past Chapter President, approved by the Chapter's Executive Committee and a majority approval of the Chapter Quorum. This appointment shall be sent to the Membership Department at the Association Office.

2.3 The privileges of a Chapter Life member shall be determined by the class of membership for which the member would otherwise qualify.

2.4 The Chapter shall pay annually to the Association Office the dues amount specified in the Association Policy Manual at the rate of the member' s qualifying class for each such member during the membership term.

Section 3. Multiple Memberships

A member of this Chapter may affiliate with other Chapters of this Association, and this Chapter shall offer reciprocity to members of other Chapters in accordance with the provisions of the Constitution of APCO, Inc. pertaining to this classification.

Section 4. Senior Membership Grade

A descriptive grade of "Senior" may be added to the classes of Active, Commercial, Telecommunicator, or Engineer/Technician.

4.1 To be eligible for the honor, a member shall meet the following qualifications:

Membership for ten (10) consecutive years or more.

Not less than three (3) significant contributions to APCO, Inc. including one on an Association level. These are defined in the Policy Manual

Shall be a member in good standing at the time of the award.

4.2 Nomination to Senior membership grade shall be initiated at the Chapter level upon recommendation by one Past Chapter President, approved by the Chapter Executive Committee and the Chapter Quorum.

4.3 Senior membership grade is approved by the Board of Officers at its Annual Conference meeting upon presentation of the resolution and sufficient documentation of qualifications to merit the award.

Section 5. Changes in Membership Qualifications

Should the status of any member change so as to effect their membership qualifications, they shall automatically have their membership classification changed to conform to their new qualifications.

Section 5. Voting Privileges - Qualifying Members

A member qualifying for voting privileges in this chapter shall be as follows: ACTIVE - an Active member may vote on all matters brought before the Chapter and/or Annual meeting. OTHER CLASSIFICATIONS - a member in good standing may vote on any item that directly affects the chapter. They may not vote on any Association item.

Article III Officers

Section 1. Designation

The Executive Board of this Chapter are a President, First Vice President (President-Elect) , Second Vice President, Secretary-Treasurer, and Association Executive Council Member.

Section 2. How Elected

The Officers of this chapter shall be elected in accordance with Article 3 of the Bylaws.

NEVADA CHAPTER OF APCO

BYLAWS

Article I Membership

Section 1 Application

Application for membership shall be made in writing and signed by the applicant upon forms as provided by the Association, and processed in accordance with the Association Bylaws, Article I, Section 2.

Article II Dues

Section 1 Annual Membership Dues

Dues for all membership classifications except Chapter Honorary shall be ten dollars (\$10.00) over and above the Association dues per calendar year.

Chapter Honorary members shall not pay any Chapter or Association dues. The Secretary-Treasurer shall forward to the Membership Department a listing of such members along with a check for the Bulletin subscription fee so these members may maintain interest in the affairs of APCO.

Section 2 Dues Payment Schedule

2.1 Membership dues are due and payable sixty (60) days prior to the anniversary date of each membership and members shall be so billed.

2.2 Dues are past due thirty (30) days after the anniversary date of the membership. Non-paying members are in arrears after such date and shall be notified at that time they have been removed from membership and the benefits thereof.

2.3 Members who have been dropped from the membership roll in accordance with 2. 2 above shall be placed in a pending status with no benefits, for a period of three (3) months. If, during that three (3) months period they pay proper dues, they shall be reinstated to full membership but shall retain their original membership anniversary date. After such pending period, such persons who elect to rejoin shall be required to apply as new members and shall be assigned a new membership number and anniversary date.

Section 3. Billing and Collecting Dues

3. 1 The Association Office shall bill and collect dues from all members.

3.2 The Association Office shall, within each thirty (30) day calendar period, remand to the Chapter its portion of dues received.

3.3 The Association Office shall, in like manner, notify the Chapter when its members are billed and when membership status is changed.

Article III Chapter Elections

Section 1. Eligibility

Only members who hold ACTIVE membership status in this Chapter as defined in the Association Constitution and Bylaws may be considered for any elective position in this chapter.

Section 2. Positions To Be Filled

The officers of President and First Vice President shall normally be filled by advancement in rank. The Second Vice President, Secretary-Treasurer, and the Association Executive Council Member shall be elected annually at the Fall quarterly meeting. The elected members may succeed themselves.

Section 3. How Filled

Positions in this Chapter shall be elected by ballot from nominations submitted by the Nominating Committee in accordance with Bylaws Article 5 , Section 2. 4 , or by nominations from the floor. Balloting shall be done at the last scheduled business session at the Fall quarterly meeting.

Article IV Officers - Authority and Duties

Section 1. Authority

The necessary authority for the performance of duty by all officers of this Chapter is herewith established.

Section 2. President

As soon as practical after taking office, the President shall announce appointments to standing and special committees; outline objectives for the year; and discuss any proposed resolutions to be presented to the Annual Conference Quorum in accordance with Bylaws Article XVIII. The President shall submit to the APCO Membership Department the name and pertinent information of the Chapter Primary and Alternate Frequency Advisor (on approved form) and any changes.

The President shall be the Chairman of the Chapter Executive Committee; shall be an ex-officio member of all committees of the Chapter; and shall preside at all Chapter meetings. It shall be the President's duty to see that the conduct of all meetings is in keeping with the purpose of this Chapter as outlined in Constitution Article 1 , Section 2.

Section 3. Vacancies

Should any of the Presidential offices of this Chapter become vacant, the office shall be filled by advancement in rank, leaving the office of Second Vice President unoccupied until the next election of officers.

Should the office of Secretary-Treasurer become vacant it shall immediately be filled by a temporary appointment by the President. Such appointee shall serve until the next election of officers. The President shall also immediately notify the Membership Department at the Association Office of such a temporary appointment.

Section 4. Vacancy of Executive Council Member

In the event the Chapter's elected Association Executive Council Member position becomes vacant it shall immediately be filled by a temporary appointment by the Chapter President. Such appointee shall serve the remaining elected term of this position and shall be furnished proper written credentials by the Chapter President. The President shall immediately notify the Association's Membership Department with a copy to APCO's Executive Director.

Article IV Chapter Meetings

Section 1.1

There shall be four (4) meetings per year, all of which will be held in the State of Nevada. The meetings shall be held quarterly each year.

Section 1.2

A meeting of the Chapter Active members held while in attendance at an APCO Regional Conference may qualify as one of the required meetings.

Section 2. Quorum

A Quorum shall consist of the qualified voting members as defined in Article II, Section 6 present and voting at a meeting.

Section 3. Voting Majority

A simple majority of qualified members present and voting at a meeting shall decide all issue except an amendment to the Constitution and or Bylaws.

Section 4. Rules of Order

Chapter meetings shall be conducted under "Roberts Rules of Order, Revised".

Article V Amendments

Section 1. Provisions for Amendments

The Constitution of this Chapter may be amended only by an affirmative vote of two-thirds of those qualified members in attendance at the quarterly meeting of the Chapter, in accordance with Article 6, Section 2 of the Bylaws.

Section 2.

The Constitution of this Chapter may be amended by any member presenting a resolution in writing to the President who shall have the Secretary-Treasurer make a copy of such resolution to each Chapter member qualified to vote, the proposed change at least thirty days prior to the meeting. The actual vote on the resolution shall take place at the next meeting of the Chapter.

Section 3 Effective Date of Amendments

All Constitutional amendments passed and adopted by this Chapter in accordance with this section shall be in force and effect upon the adjournment of the meeting at which it is adopted , except as may be otherwise provided in the resolution itself.

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Section 3. First Vice President (President Elect)

The First Vice President shall perform all the duties of the President in the President's absence.

The First Vice President shall serve as Chairman of the Activities and Membership Committee. The First Vice President shall, during the term of office, screen the Chapter membership, contact prospective committee Chairmen and members for the following year, and have the appointments ready for presentation after taking office as President.

The First Vice President shall participate in Executive Committee responsibilities as assigned by the President or Executive Committee.

Section 4. Second Vice President

The Second Vice President shall perform all the duties of the First Vice President in the First Vice President's absence.

The Second Vice President shall serve as Vice Chairman of the Activities and Membership Committee.

The Second Vice President shall participate in Executive Committee responsibilities as assigned by the President or Executive Committee.

Section 5. Secretary-Treasurer

5.1 The Secretary-Treasurer shall serve as Secretary to the Chapter Executive Board, the Executive Committee, and the Chapter meeting business sessions.

5.2 The Secretary-Treasurer shall keep a complete membership roll of the Chapter, furnishing to the Association Office, the President, First Vice President, and Meeting Chairman corrections and changes as necessary.

5.3 The Secretary-Treasurer shall submit to the APCO Membership Department a list of the new Chapter Officers immediately after their election (on approved form) and the name of Chapter Frequency Advisor and Alternate (on approved form).

5.4 Secretary-Treasurer shall receive all funds belonging to the Chapter, and shall maintain bank account(s) for the orderly processing of all funds. The Secretary-Treasurer shall pay from the account(s) all Chapter obligations as prescribed by the Chapter, or upon orders from the President or Executive Committee during intervals between Chapter meetings.

5.5 The Secretary-Treasurer shall prepare a financial report and print it at each meeting, and shall make financial records available to the Executive Committee for auditing purposes.

5.6 In this capacity the Secretary-Treasurer shall strive for a harmonious relationship between the Chapter and APCO. , and shall make recommendations to insure that Chapter purposes are in accord with those set forth by the Association.

5.7 Financial assistance for the Secretary-Treasurer's attendance at the Annual Conference shall be determined by the Executive Committee after the financial status of the chapter is taken into consideration.

5.8 The Secretary-Treasurer shall promptly deliver all monies and records as described in the following section to the Secretary-Treasurer' s successor or to whomever the Chapter Executive Committee may designate to receive them.

5.9 The Secretary-Treasurer shall maintain all the financial records and minutes of all meetings of the Chapter in their original form for three years. Copies of the minutes shall be submitted to the Membership Department at the Association Office within thirty (30) days, as required by the APCO Constitution, Article III, Section 2.4.

5.10 The Secretary-Treasurer should be bonded, and the bond maintained, at the Chapter ' s expense , throughout the Secretary-Treasurer' s term of office. The bond must be reviewed or applied for as soon as possible following each quarterly meeting. If an elected Secretary-Treasurer cannot qualify to obtain a bond, the individual must resign , and the President shall fill the resulting vacancy in accordance with Article 3 , Section 3 of the Constitution. The arrangement for the required bond will be made by the newly-elected or reelected Secretary-Treasurer and must be approved by the President before the Chapter will be obligated to pay for the bond.

5.11 The Secretary-Treasurer shall maintain a schedule of future Chapter meeting dates and locations for at least one year in advance and report these to the Association Membership Department promptly upon their scheduling.

Article V Committees

Section 1. Designation

Only ACTIVE members may chair standing committees.

Committees formed in this Chapter shall include, but not be limited to the following :

Section 2. Standing Committees

2.1 Executive Committee

The Chapter President shall chair this Committee, and its members shall consist of all elected officers, who have been elected in accordance with Bylaws, Article 3, and the immediate Past President.

The Executive Committee shall have full power and authority during intervals between scheduled Chapter meetings to perform all the functions which the Chapter might perform, except the power to amend the Constitution and Bylaws.

The President may call this committee into session whenever the need arises, and shall call it into session at the quarterly meeting, prior to the general business session for the purpose of examining the Secretary-Treasurer's financial report and auditing the books or other documents maintained by the Secretary-Treasurer and to decide on recommendations to make to the Chapter that would advance and effect objectives of the Chapter and APCO, Inc.

The President may poll this committee on special matters by written communication in lieu of calling special sessions.

This committee shall be called into special session by the President on the written request of three (3) of its members.

A simple majority of this committee shall constitute a quorum, and a simple majority vote of those present at a session, or polled in writing, shall determine all issues, except that in the event of impeachment proceedings, a special meeting must be called and a two-thirds majority vote will be required for impeachment.

2.2 Activities and Membership Committee

The First Vice President shall chair this Committee, and the Second Vice President shall be the Vice Chairman. This Committee shall consist of at least two additional Chapter members (appointed by the President).

This Committee shall actively explore and implement ways to reach new members for APCO, Inc and, just as importantly, to keep the members already enrolled.

The Committee shall assist the host agency Meeting Chairman in planning a well rounded program agenda for the meetings.

2.3 Constitution and Bylaws Committee

This Committee shall maintain the Chapter Constitution and Bylaws as pertains to the APCO, Inc. Constitution and Bylaws, and shall draw, or assist in drawing, resolutions to be considered by the Chapter or the Association.

2.4 Nominating Committee

This Committee shall be chaired by the (immediate Past President) and , if possible, shall include two additional Past Presidents as members.

This Committee shall bring its recommendations to the Fall quarterly meeting, in the form of candidates for the elective offices in accordance with Article 3 of the Bylaws.

2.5 Training Committee

This Committee shall consist of not less than four, and preferably six, members whose interests are primarily in the operations area.

This Committee shall actively study the needs of administrative, supervisory, and operations personnel,

Recommendations should be made to the Meeting Chairman so the meeting agenda may include information satisfying the needs of interested people.

2.6 Frequency Advisory Committee

This Committee shall have as its Chairman the Chapter Frequency Advisor.

This Chairman is hereby granted powers to make independent decisions due to time limitations in the coordination process. The Chairman shall also have the power to appoint ad hoc sub-committees to study any special or individual situations as deemed necessary by the Chairman.

The Chapter President shall appoint the Chapter Frequency Advisor. When considering individuals for appointment to this position , the President shall carefully consider the unique and significant responsibilities assigned the Frequency Advisor, and choose a person who possesses exceptional skills in the administration and coordination of the radio spectrum, as well as significant experience in the designing, installation, use and maintenance of complex radio networks. The Chapter President shall further consider the duties and responsibilities described for the Frequency Advisor in the APCO Frequency Coordination System Manual.

The Frequency Advisor shall fairly and impartially discharge the duties of office, and shall be entitled to receive reimbursement for the actual and necessary expenses incurred.

The President shall also appoint an Alternate Frequency Advisor, who shall serve as the Vice Chairman of the Frequency Advisory Committee. When appointing a person to this position , the President is advised to consult with the Frequency Advisor as to qualifications of person being considered. In the event the Frequency Advisory position, or the Alternate position, should become vacant, the President will make every effort to fill the vacancy as promptly as possible.

The President shall provide the Frequency Advisor and the Alternate Frequency Advisor with proper written credentials as soon as possible following their appointment.

The Frequency Advisor shall carefully maintain the necessary records for this office and shall promptly deliver them to any successor

Section 3. Other Committees

The President shall appoint other committees as the need arises. These committees shall continue to serve and operate at the pleasure of the President, with the approval of the Executive Committee.

Section 4. Duties of Committees

The duties of all committees shall be deemed by the President where otherwise not stated.

ARTICLE VI Amendments

Section 1. Authority for Amendment

The Bylaws of this Chapter may be amended only by an affirmative vote of a majority of those qualified members in attendance at the quarterly meeting of the Chapter.

Section 2. Normal Procedure For Amendment

The Constitution Bylaws of this Chapter may be amended by any member presenting a resolution in writing to the President who shall have the Secretary-Treasurer mail a copy of such resolution to each Chapter member qualified to vote, the proposed change at least thirty days prior to the next meeting. The actual vote, on the resolution shall take place at the next meeting of the Chapter.

Section 3. Effective Date of Amendments

All amendments passed and adopted by this Chapter in accordance with this section shall be in force and effect upon the adjournment of the meeting at which it is adopted , except as may be provided in the resolution itself.

ARTICLE VII Resolutions

Section 1. Procedure

Resolutions not involving amendments to the Constitution and Bylaws shall be made in writing and presented to the Executive Committee for consideration and report at any meeting of the Chapter. Resolutions considered by the executive Committee shall be presented to the Chapter members at the meeting for their vote, along with the recommendation of the Executive Committee. 97-91(93)

ARTICLE VIII Expenses

Section 1 Specified Expenses

The Secretary-Treasurer shall be authorized the actual and necessary funds to fulfill the requirements of their office as outlined in the Constitution and/or Bylaws of this Chapter. Reasonable and proper expense of the President, Secretary-Treasurer, and APCO Executive Council member during their term of office; including reasonable expenses for the attendance of the President, Secretary-Treasurer, and APCO Executive Council member to the Annual APCO Conference, may be paid by this Chapter.

The financial status of the Chapter shall be taken into consideration before any travel expenses are paid.

Section 2 Other Expenses

The Executive Committee shall be authorized to approve all other expenses not specifically prohibited in the Constitution and/or Bylaws of this Chapter.

Section 3 Significant Property

The Executive Committee shall have full power and authority, upon an affirmative vote by two-thirds of the committee members, to dispose of Chapter property.

ARTICLE IX Disbursement of Assets Upon

Dissolution

Section 1 Statement Of Intent

Should the Nevada Chapter of APCO, Inc. be dissolved all assets shall be distributed to APCO, Inc. , or organizations, of similar purpose as selected by a two-thirds majority vote of a meeting or by the Executive Committee if the Chapter is between meetings.

ARTICLE X Savings Clause

Section 1 (To be inserted)

ARTICLE XI Indemnity Clause


Section 1 (To be inserted)

ASSOCIATION OF PUBLIC-SAFETY COMMUNICATIONS OFFICIALS -
INTERNATIONAL, INC

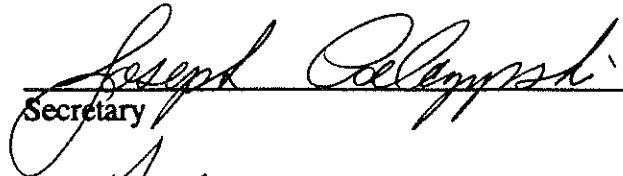
These amendments to the Nevada Chapter's Constitution/Bylaws were

adopted by the voting body of the Nevada Chapter of APCO, Inc. on Dec 10, 1993

Witness :



President



Secretary



Constitution/Bylaws Chairman

Signed this 10TH day of December 1993

ASSOCIATION OF PUBLIC-SAFETY COMMUNICATIONS OFFICIALS -
INTERNATIONAL, INC

This Constitution and Bylaws were adopted by the voting body of the NOVADA
chapter of APCO, Inc on DEC 10, 1993

Witness:

David E. White
President

Joseph Celczynski
Secretary

John A. Emerson
Constitution/Bylaws Chairman

Signed this 10TH day of DEC, 19 93

