

IRON COUNTY SEARCH AND RESCUE BY-LAWS

Approved June 1, 2009

1.0 NAME AND PURPOSE

- 1.1 The name of this organization shall be: IRON COUNTY SEARCH AND RESCUE
- 1.2 The purpose of the organization shall be:
 - 1.2.1 To serve the residents of Iron County, Utah.
 - 1.2.2 To assist the elected Sheriff of Iron County in the performance of his duties
 - 1.2.3 To assist other agencies as requested.
 - 1.2.4 To provide the members constituting its membership with training in Search and Rescue duties.
 - 1.2.5 To furnish a medium of good fellowship.

2.0 THE PRINCIPAL LOCATION

- 2.1 The principal location of this unit shall be at the Iron County Search and Rescue building on Kittyhawk Drive in Cedar City, Utah 84720

3.0 USE OF PERSONAL VEHICLES

- 3.1 Use of P.O.V. (Privately Owned Vehicles) shall comply with the policy and procedure manual.

4.0 MEMBERSHIP AND DUES

- 4.1 Definition of Membership
 - 4.1.1 Regular member:
An owner of a 4 wheel drive vehicle or type of useful conveyance
 - 4.1.2 Senior member:
A regular member with 10 years of service to the unit that desires to become a privileged member who does not have to meet attendance requirements for membership but must attend 50% of meetings to maintain possession of radio. A senior member has all rights of a regular member but does not count against the 25 member charter.
 - 4.1.3 Rider member:
A person sponsored by a regular or senior member and having passed the oral and written tests and having been voted upon by the membership.
 - 4.1.4 Special member:
A person with special services and qualifications to offer the unit.
- 4.2 Regular or senior members can sponsor only one rider at one given time.
- 4.3 An applicant for membership must be sponsored by a regular or senior member in good standing.
- 4.4 Requirements for membership shall be as follows;
 - 4.4.1 Applicant must be a United States citizen.
 - 4.4.2 Must pass an approved background check.
 - 4.4.3 Must have been a resident of Iron County, Utah for no less than 2 years at time of application.
 - 4.4.4 Must own a 4-wheel drive vehicle or other useful conveyance, or own or have access to an airplane and carry liability insurance on such conveyances.
 - 4.4.5 Must be a minimum of 21 years of age.
- 4.5 Admission to Regular Member status shall be by secret ballot vote of the members present and the applicant shall receive not more than one negative ballot. Should an applicant receive more than one negative ballot any member may request a second "Brotherly Love" vote and the same rules of voting shall apply.

- 4.6 Initiation fee for a new regular member shall be \$25.00.
- 4.7 All new approved applicants shall serve as a rider for not less than 90 days, after which if a regular position becomes available and the applicant is voted in, the applicant will be on probation for a period of 12 months.
- 4.8 Total membership shall be 25 regular members plus senior members and special members.
- 4.9 Fifty percent of the regular members should own a 4-wheel drive vehicle and it is suggested that two shall own or have access to an airplane. It is recommended one member be a doctor of medicine.
- 4.10 Any member may withdraw from the organization by submitting to the commander, a written resignation. He must immediately return his I.D. card and any other items owned by this organization. He must remove all vehicle markings, including personalized call number license plates, within 60 days.
- 4.11 Membership may be terminated by a 2/3 vote of the total membership. Voting shall be by secret ballot.

5.0 DUES

- 5.1 Dues shall be \$16.00 per annum, payable in advance, by January 1st to be distributed as follows:
 Iron County Search and Rescue \$6.50
 Utah State Search and Rescue \$2.00
 National Search and Rescue \$7.50
- 5.2 In the case of an increase in National or State dues the Iron County Search and Rescue will increase dues respectively and amend this section at that time.

6.0 MEMBERSHIP

- 6.1 After 3 unexcused absences from business meetings within a 6 month period of time a member will receive a letter of warning indicating that their membership status is in default. If a member receives two letters in one calendar year the member will be required to meet with a board of officers to communicate options of either taking a leave of absence or terminating membership.
- 6.2 A member will receive an excuse for an absence when gainfully employed or when there is a medical emergency or a death in the family.
- 6.3 To maintain membership, members (not including special and senior members) will be required to accumulate 20 hours of training activity annually.
- 6.4 To maintain membership, members (not including special and senior members) will be required to participate in 1 non-paid community service/unit fundraisers per year. (If scheduled)
- 6.5 Inasmuch as identification of the Iron County Search and Rescue members is fundamentally necessary to efficient search and rescue activities it is hereby required that on all search and rescue missions ALL MEMBERS wear identifiable clothing. The clothing shall be complete with applicable patches and badges.
- 6.6 It is recommended that each member is to have a full dress uniform within six months of being voted into full membership.
- 6.7 Each member must have radio installed in their vehicle within 30 days of receipt of radio.
- 6.8 All members will sign and have on file with the Captain, the following affidavit:
 I (member's name) will assume responsibility for and absolve all liabilities incurred, if after termination from membership in the unit it should become necessary for the unit to remove any identifying insignia from vehicles, clothing etc. This will apply whether said item is still in my possession or not.

Signed _____ Date _____

- 6.9 Each member understands and agrees that the Iron County Search and Rescue unit is not governed by the government of Iron County or the Iron County Sheriff Department or any other governmental or private entity within Iron County and that no member of this unit shall purport them self as an employee of Iron County, an employee of any other governmental or private entity within Iron County, a deputy or a law enforcement officer when acting in an official Search and Rescue capacity.
- 6.10 Each member agrees to conduct them self in a professional and courteous manner when acting in an official Search and Rescue capacity and agrees to hold information pertaining to any Search and Rescue activity involvement as confidential such as victim information or information relating to Search and Rescue operations.
- 6.11 Each member understands and agrees that the Iron County Search and Rescue unit is a volunteer organization and that membership and participation in the unit is on a volunteer basis. The government of Iron County or other governmental organizations within Iron County may, at their discretion, provide workers compensation insurance and/or other benefits or compensation for Search and Rescue activities however; no compensation or benefits are implied by membership or participation in this organization.

7.0 OFFICERS

- 7.1 The government of the Iron County Search and Rescue shall be vested in the officers.
- 7.2 The officers shall consist of; the Commander, Captain, 2 lieutenants, 2 Sergeants, and 1 Quartermaster.
- 7.3 The officers shall be elected from the membership at the annual membership meeting as defined in Section 9.
- 7.4 To be eligible to run for office, the member shall have completed one year of service and shall have attended at least 75% of the year's meetings preceding the election.
- 7.5 To be eligible for office of Commander, a member must have served in two lesser offices one of which must include the office of Captain and shall have attended at least 75% of the year's meetings preceding election.
- 7.6 The office of Commander shall not be held by any one member for a period exceeding three (3) consecutive years.
- 7.7 Officers shall have the power to provide for admission of new members, to create and prescribe duties of committees and appoint the membership thereof, to fill all vacancies in office until the next annual meeting of the membership and to remove any officer from office for cause which affects the best interest of this organization.
- 7.8 Any officer may be removed from office after a hearing before the officers, providing 2/3 of the total membership comprised of regular and senior members vote for their removal.

8.0 DUTIES OF OFFICERS

- 8.1 Duties of the Commander shall be such as are usually imposed upon such official as required by law.
- 8.2 The Commander shall:
 - 8.2.1 preside at all meetings.
 - 8.2.2 be present at all emergencies to direct Search and Rescue activities or they may delegate this authority to another officer in order of rank.
 - 8.2.3 appoint six (6) or more members to serve as the oral board committee.
 - 8.2.4 present a report of the affairs of the organization to the members at the annual membership meeting as defined in Section 9.
 - 8.2.5 have the power to appropriate and expend money from the treasury not to exceed \$100.00.
 - 8.2.6 appoint a Treasurer

- 8.2.7 appoint a Communications Officer, who will handle all licensing and maintaining the radio equipment in proper working order.
- 8.3 The Captain shall:
 - 8.3.1 serve as Secretary.
 - 8.3.2 replace the Commander in the Commander's absence, at which time the Captain shall appoint a temporary Secretary.
 - 8.3.3 keep a complete and accurate account of all proceedings in the meetings.
- 8.4 The Treasurer shall:
 - 8.4.1 handle all receipts, disbursements and funds of the organization.
 - 8.4.2 provide an annual financial report to the membership at the annual membership meeting as defined in Section 9.
- 8.5 A Standard audit shall be performed at the end of each year.
- 8.6 The Treasurer, and either the Commander or Captain shall sign the checks.
- 8.7 The Commander and the Captain shall assign the duties for the other officers.
- 8.8 The officers shall have the power to appropriate and expend money from the treasury not to exceed \$250.00 without the approval of the members providing however, 4 of the 7 officers approve such expenditure.
- 8.9 As a vote of appreciation of service rendered while holding the office of Commander it is suggested that the past Commander be appointed as a special advisor and shall be permitted to attend any meeting called by the officers. This appointment, if accepted, shall last for one year.
- 8.10 It shall be required that a report of inventory be made by the officers at the close of each calendar year and said inventory be submitted to the new officers and membership at the annual membership meeting as defined in Section 9.

9.0 MEETINGS

- 9.1 The regular membership meeting shall be held on the first (1st) Monday of each month.
- 9.2 The regular training meeting shall be held on the third (3rd) Monday of each month.
- 9.3 The annual membership meeting shall be held on the third (3rd) Monday of November of each year at which time elections of new officers shall take place.
- 9.4 Installation of new officers shall be on the first day in January of the following year.
- 9.5 A special meeting of the officers or the membership may be called at the discretion of the Commander.
- 9.6 A change in the date of a regular or an annual meeting may be made by the officers, providing the members are given at least one week notice prior to the fixed date.
- 9.7 Fifty one percent of the membership shall constitute a quorum for the membership or special meetings.
- 9.8 Robert's rules of order shall govern in all proceedings of said meetings.
- 9.9 These by-laws shall be read aloud to the membership at the first regular meeting in January.

10.0 ATTENDANCE

- 10.1 Regular members are expected to attend all meetings.
- 10.2 An excuse for non attendance for all members may be made by calling the assigned Sergeant or Lieutenant prior to the scheduled meeting time.
- 10.3 If a regular member accrues 6 unexcused absences within a 6 month period of time the member will be placed on administrative leave and will forfeit all rights and privileges.
- 10.4 Senior members must attend at least 50% of all meetings.
- 10.5 If a member cannot meet the required attendance requirements the member will be placed on administrative leave and will forfeit all rights and privileges.

- 10.6 Special Members are not required to attend any meetings.
- 10.7 All regular and senior members are required to have completed 20 hours of training per year either by attending the training meetings or other approved, documented training on their own.
- 10.8 Any regular and senior member may take a leave of absence.
- 10.9 A leave of absence may be taken for a period of one year maximum.
- 10.10 A member on a leave of absence shall keep their dues current at all times while on leave.
- 10.11 The rider next in line, providing they are accepted as a regular member, may be stepped up for the duration of the leave of absence, with the understanding that they will go back as a rider upon the return of the regular member unless a vacancy occurs at that time, which they, meeting all requirements, shall be able to fill as a regular member. If they are returned to a rider and a vacancy occurs, the rider that has filled a vacancy as a regular member shall be the first to go back as a regular member.
- 10.12 When a member takes a leave of absence, all property belonging to this organization must be returned.

11.0 RIDERSHIP AND DUES

- 11.1 An application for membership shall be submitted by a sponsoring regular or senior member.
- 11.2 Attached to application must be a summary of pertinent information concerning the applicant.
- 11.3 The application shall be submitted to the Captain who will schedule an oral board examination for the applicant.
- 11.4 Upon a successful completion of the oral board the regular and senior membership will vote on the applicant's rider membership at a regular business meeting. Membership is to be approved by a majority present. The vote shall be by secret ballot.
- 11.5 Riders and special members will not be permitted to hold any office or vote on election of officers or a rider moving up to a regular membership.
- 11.6 The applicant's sponsor shall be responsible for and acquaint the rider to Search and Rescue operations and activities.
- 11.7 Advancement to regular membership shall be approved by the regular and senior members by secret ballot at a regular business meeting, taking into account the length of time as a rider, participation in Search and Rescue operations, activities, first aid and other training.
- 11.8 There is no initiation fee for rider membership.
- 11.9 An applicant voted in as a rider during the year will pay 1.00 per month dues for the remaining months of the year, payable in advance.

12.0 EQUIPMENT

- 12.1 No items owned by this organization shall be sold, donated, or in any other way disposed of by any member without a simple majority vote of the total membership.

13.0 AMENDMENTS

- 13.1 These by-laws may be amended, repealed or changed by a two-thirds (2/3) vote of the membership.

14.0 DISSOLUTION

- 14.1 Upon Dissolution of this organization, its assets shall be distributed to any charitable organization in the United States which qualifies for exemption under Section 501, internal revenue code of 1954 and according to a plan of distribution approved by the membership.