

By-Laws of the Smith County Rescue Squad, Inc.

ARTICLE 1: Name: This body shall be known as the Smith County Rescue Squad.

ARTICLE 2: Meetings: The regular meeting of the Squad shall be held on the first Tuesday night of each month. The meeting may be moved to the second Tuesday night in a month only with the approval of the President, Chief and two other elected officers, and may only be moved when the first Tuesday comes on a holiday or official duties of the squad interfere with the regular meeting time, or when a majority of the officers cannot attend the meeting. A Change may not be made solely for convenience.

Article 3: Business: The order of business at regular meetings shall be as follows:

- A: Reading and approval of the previous minutes
- B: Reading and approval of treasure's report
- C: Old or unfinished business
- D: New business
- E: Adjournment

For points of business not covered in the by-laws, Robert's Rules of Order may be consulted and followed.

Article 4: Officers: The elected officers of the Squad shall consist of a President, Vice President, Secretary, Treasurer, Sergeant-At-Arms who are in charge of the squads business affairs. Chief, two (2) Captains, and two (2) Lieutenants who are in charge of the squads field operations. All officers must have been a member in good standing for a minimum of two years prior to being elected to an office. Nominees for the office of Chief must have been a member for a minimum five (5) years. No member may hold more than one office simultaneously. Nominations shall be made at the November meeting, elections at the December meeting, and office shall be taken at the January meeting.

In the event a officer should resign their position, or leave the rescue squad the replacement candidate shall be chosen as follows:

- A) To replace a President the Vice President shall fill the vacancy and the squad shall fill the vacant Vice President position with a special election.
- B) To replace a Vice President, Secretary, Treasurer, Sergeant-At-Arms the squad shall hold a special election to fill the vacancy.
- C) To replace a Chief the squad shall select from the current Captains, and Lieutenants.
- D) To replace a Captain or Lieutenant the squad shall have a special election to fill the Captains or Lieutenant open position.

Lead Members: Members of the squad who are the lead person over specialty groups such as; Swift Water Rescue, High Angle/Rope Rescue, Extrication, Search & Rescue shall be recommended by the Chief and voted on by the members of such specialty team.

Article 5: MEMBERSHIP: The squads membership shall not exceed (50) fifty members, not to include any reserve or honorary members.

5a: **APPLICANTS/NEW MEMBERS:** Applicants for membership shall file application as set forth by the membership committee. Applicants must have been a resident of Smith County for at least one year prior to applying for membership. Shall be at least eighteen (18) years of age (not attending high school), of good moral character, and with no criminal record other than petty traffic violations.

New applications for membership will be read at any regular meeting and turned over to the membership

committee. The membership committee will hold the application for a period of thirty (30) days. Upon recommendation from this committee, the application will be voted on by the Squad. The applicant being voted on must be in attendance unless previously approved by the membership committee. All balloting on membership, whether in or out, shall be done by secret ballot. The person being voted on shall be absent from the room during all votes. The applicant must receive a majority vote of those present. All new members will be on a (1) one year probation and with no voting rights for that year. Also they will be required to attend a minimum of 50% of the monthly meetings (provided there is no conflict with employment), a majority of the special events the squad commits to each year (e.g. traffic control for football games, Christmas parades), and attend the yearly roadblock fund raiser unless relieved by the Chief, for personal conflict or conflicts with employment. ***No probationary member shall go on call while under the influence of alcohol or performance altering substance, either prescription or non-prescription. No member shall carry firearms on their person while on call except for law enforcement officers.***

5b: ACTIVE MEMBERS: All members will be required to respond to any squad page out as availability dictates. All members off probation will be required to attend a minimum of 25% of the monthly meetings (provided there is no conflict with employment), be required to attend a minimum of 25% of the squad general training sessions (not to include required additional training for specialty teams). Attend a majority of the special events the squad commits to each year (e.g. traffic control for football games, Christmas parades), and attend the yearly roadblock fund raiser, unless relieved by the Chief, for personal conflict or conflicts with employment. ***No member shall go on call while under the influence of alcohol or performance altering substance, either prescription or non-prescription. No member shall carry firearms on their person while on call except for law enforcement officers.***

5c: RESERVE MEMBERS: Any member of the Squad who has been a member in good standing for twenty (20) or more years may request at any time Reserve Member Status. While in reserve status the member is exempt from attendance requirements. Also during reserve status, the member will not have voting authority. Once that designation of reserve member has been made, said member will remain in that status until such time they reverse that designation. Reserve members are not included in any membership cap that the squad has in effect. Should a reserve member request active status and the membership cap is at its maximum, the request for active status will be granted and the maximum cap increased to accommodate that request only. Should the reserve member at any time desire to become active, their membership will be restored at the next regular meeting with voting rights resuming after three (3) months. If a member of twenty (20) years continues active status but does not meet this obligation, the membership committee will review their participation at the November meeting and place the member on reserve status where they must stay for a period of one (1) year before again requesting active status. Members in reserve status may be called upon in times of emergency situations by any officer of the squad to assist. At such time, the member is considered active for the duration of that call only. Any member in reserve status are obligated to abide by any policy and procedures established by the squad.

5d: MEMBERSHIP REVIEW: The membership committee will review each members performance in November of each year. This committee will report its findings and recommendations for the Squads consideration as to whether to accept the members dues for the following year.

ARTICLE 6: SUBSTANCE ABUSE: All members of the squad are subject to random drug testing per the squads and/or counties drug policy. Any member found in violation of drug use/abuse is subject to suspension by the Chief and a vote of termination by the squad membership. Squad members who have been drinking while in their off duty hours are not to respond to any calls or be in attendance at any squad function while under the influence of alcoholic beverage or prescription/non-prescription drugs. Any member who arrives on the scene of an incident or event under the influence will be turned over to law enforcement, and may

be subject to disciplinary action.

ARTICLE 7: DISCIPLINE: For questionable conduct, wrongdoing, violations of the squads by-laws, or violations of civil or criminal laws a member may be suspended by the Chief or highest ranking officer until such time when the violation can be reviewed by the membership committee and acted upon by the general membership of the squad.

7a: LEVELS OF DISCIPLINE: Upon a first offense the member shall be reprimanded by the membership committee. Second offense the member shall be reprimanded and recommended to the squad for a vote of suspension for no less than (1) one month. Third offense the member shall be reprimanded and recommended to the squad for a vote of termination.

The Squad shall maintain the option of terminating membership by majority vote at any meeting without first giving reprimands for serious violations of the squads by-laws, drug policy, or criminal violations.

Article 8: CALLS: Any elected field officer of the Squad shall have the power to call for assistance from other Rescue Squads and accept invitations for assistance from other counties. In the absence of a field officer the most senior officer or member of the squad may make this decision.

Any elected officer may authorize central dispatch to page or notify the members of the Squad of a call or activity.

ARTICLE 9: PURCHASES: No one other than the President, Chief, Treasurer, or authorized Officers shall be permitted to make purchases, and they are subject to approval by the Squad at a regular monthly, or special call meeting.

General maintenance on vehicles, equipment, or grounds in the amount of \$350.00 or less need not be voted on but must be approved by the Chief or one elected officer and must be reported immediately to the Treasurer and to the Squad at the next regular meeting.

ARTICLE 10: COMMITTEES: The President shall have the power to appoint all Committees with the approval of the Squad.

The membership committee shall consist of the elected officers of the Squad.

ARTICLE 11: PASSENGERS: No one shall ride in any Rescue Squad vehicle except for members when responding emergency (10-33) traffic. However, in the event of a natural disaster or mass causality situation, medical staff and/or emergency personnel would be allow to ride (10-33) traffic. Family members, and friends of a member may ride in a Rescue vehicle with the consent of the Chief, or elected officer only when said Rescue Squad vehicle is traveling non-emergency (10-30) traffic. All occupants shall make use of seat belts, child booster seats in accordance with Tennessee Motor Vehicle Laws while the vehicle is in motion.

ARTICLE 12: DUES: Amount of yearly dues shall be set by the squad membership by a vote at a regular monthly meeting, and any changes shall not take place until the following calendar year.

All dues for the coming year must be paid in person by members or members spouse (who must also be a member), from December meeting until prior to the adjournment of the regular February meeting. Only the Treasurer or the Secretary of the Squad may accept payment for dues.

New members voted into the Squad on or after July 1 shall be required to pay only 50% of dues to cover the remainder of the year.

Any member of the Squad who has been a member in good standing for twenty (20) or more years shall be considered a Grandfathered Member and shall be exempt from dues. requirements.

ARTICLE 13: UNIFORMS: The uniform of the Squad shall consist of appropriate footwear, black or navy pants or appropriate shorts, and a shirt which has been approved by the Squad. Patches provided by or approved by the Squad should be affixed to shirts. During cold weather, a black or navy jacket should be worn. The presiding officer on any call, or special event shall determine whether the uniform should be worn. Uniforms or insignia indicating membership in the Squad shall not be worn in establishments that would bring disgrace/dishonor to the squad, or for personal benefit or gain. All patches and insignia indicating membership in the Squad remain property of the Squad and must be surrendered upon termination of membership. Shirts, or hats in good condition purchased by members will be bought back by the squad, at the current purchase price.

ARTICLE 14: RESPONSE: All members responding to calls should obey all traffic laws. Only members who are authorized to run emergency traffic (10-33) may run emergency traffic in their personally owned vehicles, and then should obey all traffic laws and should drive with due regard for public safety, weather, and road conditions.

All members are required to attend a yearly training of a minimum of two (2) hours of Emergency Vehicle Operations as required by Tennessee Law.

ARTICLE 15: TACTICAL TEAM: The Squad shall maintain a tactical team consisting of no less than 10 and no more than 14 members of the Squad. A member of the tactical team must have been a member in good standing for at least a year and must be certified in vehicle extrication. Tactical team members should respond to calls only within a reasonable distance of their location unless members on the scene request additional assistance.

New tact team members shall be recommended by the Chief and voted on by the tact team. The Squad shall be notified of the new member at the next regular meeting. Members who change their status to Reserve Member, or are non-active may be removed from the tact team by a vote of the tact team.

ARTICLE 16: CHANGES: Changes/updates in the by-laws shall be made when requested by a majority of the membership, or called for by the President. The President will select a committee to formulate the changes/updates. All changes will be presented to the squad membership and approved only with a majority vote of those present at a regular meeting after each member has been notified of the impending vote on changes to be taken.

16A: All notifications or changes shall be done by the Smith County Rescue Squad paging system.

ARTICLE 17: TRAINING: All members are required to have been in the squad for 1 year prior to the Squad paying for any individual's specialized training. Any individual's specialized training paid for by the Squad shall be reimbursed to the Squad at 100% if said individual leaves the Squad within 1st year of training and 50% if within the 2nd year of training.

ARTICLE 18: PURPOSE: The organization is organized exclusively for charitable, religious, educational, and/or scientific purposes under section 501(c)(3) of the Internal Revenue Code.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be

the carrying on of propoganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

ARTICLE 19: DISSOLUTION: Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

ARTICLE 20: Terminology: Any reference to the words above.

SQUAD shall constitute the majority of those members present.
LEADERSHIP shall constitute the elected officers of the squad.

Revised : 12 / 6 / 11

President: [Signature]

Vice President: James Scott [Signature]

Secretary: [Signature]

Treasurer: [Signature]

Chief: [Signature]

Captain: [Signature]

Captain: [Signature]

Lieutenant: Shannen Minshey

Lieutenant: Richard [Signature]

Sergeant at Arms: [Signature]