

BREVARD COUNTY PROFESSIONAL
FIREFIGHTERS
INTERNATION ASSOCIATION OF FIRE FIGHTERS
LOCAL 2969

Membership

February 2009



UNION BYLAWS
POLICIES AND PROCEDURES

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Article 1

Name

SECTION 1. This organization shall be named the Brevard County Professional Firefighters, Local 2969, International Association of Firefighters.

SECTION 2. Reference in this Constitution and Bylaws to "Local" or "Local Union" shall refer to the Local as set forth in Section 1 above and reference to "Association" or "International" shall refer to the International Association of Firefighters.

SECTION 3. The local union, its officers, representatives, and members, shall recognize, observe, and be bound by the provisions of the Constitution and Bylaws of the International Association and the interpretations rendered by the International General President. The resolutions, decisions and directives of the Executive Board of Officers of the Association, when made in conformity with the bylaws of the Association, the resolutions adopted and the policies established by the delegates at conventions. **Article 13** of the Constitution and Bylaws of the Association is recognized as providing the basic rules governing this local.

SECTION 4. Whenever any words are used in this Constitution and Bylaws in the masculine gender, they shall be construed as though they were also in the feminine and neuter gender in all situations where they would apply.

SECTION 5. Whenever the word "approval" appears in this Constitution and Bylaws or in the written policies or resolutions of the local, it shall mean "prior approval" unless specifically written to the contrary.

Article 2

Jurisdiction

Jurisdiction shall be as follows: All employees as defined in R/C Certificate # 578, issued April 15, 1982; order No. 82E - 121, by the Public Employees Relations Commission, and its entire addendum.

Article 3

Membership

SECTION 1. ACTIVE MEMBER - Any person of good moral character who at the time of making application is engaged in service within the jurisdiction of this local, as given in ARTICLE 2, will be eligible for active membership.

A) Anyone eligible for membership in this local shall not be refused membership or, upon acceptance be discriminated against because of race, color, creed, national origin, gender, sexual orientation, or by reason of being handicapped.

B) Any person(s) who severs ties with this local for reasons other than those specifically covered by the Bylaws shall not be considered for reinstatement for six (6) months. Upon becoming eligible he / she shall make application by 2/3 majority vote, by secret ballot of those members seated at a duly constituted meeting of this local.

SECTION 2. ACTIVE RETIRED - When any member in good standing becomes separated from the fire service or bargaining unit by retirement, disability, the local union may allow the member to retain his / her active membership. Paying to the local, half of the monthly per capita taxes for those organizations to which the local is affiliated. The member shall have a voice and enjoy all the privileges of membership, but no vote in local business and may be allowed to serve as a member of any committee(s) in the local with the approval of the President or the Executive Board. Members, who have retired from this union, may be allowed to return to the local union within 6 months as active retired members.

SECTION 3. RESERVE MEMBERSHIP - When any member in good standing becomes promoted out of the bargaining unit, the local union may allow the member to retain his / her active membership. Paying to the local, only his/ her monthly per capita taxes in those organizations to which the local is affiliated. The member shall have a voice and enjoy all the privileges of membership, but no vote in local business and may be allowed to serve as a member of any committee(s) in the local with the approval of the President or the Executive Board.

SECTION 4. HONORARY MEMBER - For meritorious service to this local or for distinguished public service, a majority may elect persons Honorary Members. Honorary

Members shall not pay initiation fees, dues, or other local charges and shall have no voice or vote in the local. Such membership may be revoked for cause.

SECTION 5. MAINTENANCE OF GOOD STANDING - Membership in good standing includes any person who has fulfilled the requirements for membership in this local. Who has not voluntarily withdrawn, become ineligible for continued membership, or has been suspended or expelled as provided in the Constitution and Bylaws of the International Association of Firefighters or the constitution of this local.

SECTION 6. SEPARATION – When any member in good standing is separated from the fire service, the local union may allow said member to retain active membership or in lieu thereof, upon request of said member, shall issue a withdrawal card. This local union may issue withdrawal cards only to those members who leave the fire service or EMS in good standing or who are precluded by law or local ordinance or contractually from maintaining union membership by virtue of their fire department position. A former member holding a valid withdrawal card will not be charged a reinstatement fee upon reentry into the organization. A member who is duly elected as an officer of the International Association of Firefighters, or elected or appointed as a representative of or to an affiliated labor organization, shall retain his/her active membership in this local

SECTION 7. - DELINQUENT MEMBERS - Members who fail to pay their monthly dues or assessments by the fifteenth (15th) day following the month such dues are payable, shall be notified by the local officer whose duty it is, that they are delinquent. They will automatically be suspended and lose their good standing if payment is not made within sixty - (60) days following such notification. Delinquent and suspended members are not entitled to a voice, representation, or vote in the local or in the affairs of the International.

Article 4

Meetings

SECTION 1. Regular meetings of this local will be held at the designated time and place as set forth in "Policies of Local 2969" of this Constitution and Bylaws, by the President or by a majority vote of those active members in good standing at duly constituted meeting.

SECTION 2. Special meetings may be called by a majority vote of the Executive Board, the President, or the Chairperson of a duly constituted standing, special or ad hoc committee. All members on good standing shall be notified in writing of such special meetings at least fifteen (15) days prior to the same. The notice shall state the business to be considered at such meeting and no other business than that stated shall be in order at such meeting. The Executive Board may conduct a closed door Executive Session in cases of sensitive personal matters when deemed necessary by the President or his/ her designee to protect the confidentiality of a member.

SECTION 3. Quorum - the Quorum for a regular meeting of this local shall be ten (10) active members in good standing. Special meetings and Executive Sessions shall require a quorum. An Executive board session shall require 50% (fifty percent) of the current number of occupied executive board positions to establish a quorum.

SECTION 4. Rights of Members - Every active member in good standing shall have the right to attend any meeting and to participate in such meetings in accordance with the recognized rules as set forth in the manual of parliamentary procedures adopted by this local. With the exception of Executive Session, members shall conduct themselves in such manner as not to interfere with the legal or contractual obligations of the International or of this local. The local's parliamentary authority will be Robert's Rules of Order.

SECTION 5. Any active member in good standing shall have the right to have a special concern carried to a special or regular meeting by proxy. This may consist of, but not limited to resolution, videotape, audio tape, or other special presentation. The member shall also have the right to defend, answer questions or take other action via telephone or other means available. They shall not be

given the right to vote or be considered part of the quorum. The local shall not bear any expense associated with this section.

Article 5

Officers and elections

SECTION 1. The Officers of this local shall consist of a President, Vice-President, Secretary-Treasurer, one(1) At Large Member of the Executive Board, three (3) Trustees, and seven district representatives, one for each district 20, 40, 60, 80, one for dispatch, one for inspectors, and one for district chiefs and captains, who shall hold office for three (3) years, and until the election and installation of their successors, unless removed from office as provided in the Constitution and Bylaws of the International or these Constitutional Bylaws.

A) The immediate past President and/ or Secretary -Treasurer shall become ex-officio members of the Executive Board for 6 (six) months said members shall act in an advisory capacity with non-voting power on the Executive Board.

B) Term of Office - The term of office for all positions shall run from January 1st, of the most appropriate year, for three (3) consecutive years ending on December 31st.

SECTION 2. Eligibility of Office - Any active member in good standing shall be eligible to be a candidate for office in this local.

SECTION 3. Rights of Candidates - Every candidate for office shall have the right to request distribution of campaign literature, by mail or otherwise, to all members in good standing, at the candidates own personal expense. "A Candidate for Office" includes a candidate for membership of the executive board; there shall be no discrimination in favor of or against any candidate with regard to the use of membership lists.

SECTION 4. Use of funds prohibited in elections - no funds received by this local through initiation fees, dues assessments or otherwise, shall be contributed or applied to promote the candidacy of any person in election of office.

A) This section does not prevent the expenditure from local funds for notice, factual statements of issues and other necessary expenses to conduct elections so long as they do not involve promotion of any candidate.

B) The office of Secretary and Treasurer shall be combined as well as their duties of office as stated in Article 6 Section 3 and Section 4, which will be combined into Section 3. One person shall hold this office.

C) To insure leadership that is knowledgeable to the affairs of this local, a staggered term of office shall be established. The President, Vice President, and Secretary -Treasurer shall be elected in separate years.

SECTION 5. Voting - To ensure all members in good standing shall have the opportunity to nominate and vote on the election of officers, and any money transaction of more than seven hundred dollars (\$700.00, a two-shift meeting shall be instituted. This vote does not include the payment of any bills concurrent with the normal operation of local union business; any budgeted items and those of which are covered by other articles of the Bylaws. All members who are on duty during a regularly or specially scheduled meeting in which elections, voting or monies (in excess of \$700.00) are involved shall have the opportunity to vote at the following scheduled meeting.

A) For the purpose of contract ratification, the executive board will determine the best method of voting that will allow all eligible members of the bargaining unit the opportunity to vote. If the final ballot of any officer election results in a tie between the candidates, the winning candidate for office shall be selected by the drawing of lots in the presence of both candidates.

B) Nominations for officers of this local shall be conducted during the regularly scheduled monthly meeting during the months of October and November. Any member in good standing may nominate eligible active_members for office. Write in voting shall not be permitted. If there is only one candidate for a given office, such candidate shall be declared elected. There shall be no voting by proxy in the elections of local officers. Election of officers shall be conducted by secret ballot vote and any other method as approved by the election committee

including electronic voting that may or may not assure secrecy. The option of casting a secret ballot shall not be denied. The candidates receiving a majority of the ballots shall be considered the winner. If no candidate receives a majority of the valid ballots cast, there shall be a run-off between the two candidates who received the most votes. The run-off election shall begin immediately and will run for one(1) week, and shall be administered by the election committee. Results of the run-off election shall be tabulated and posted immediately upon completion of voting with the announcement of the winner. If there is more than 3 candidates nominated for a given office, none of whom receive a majority of the valid ballots cast on the first ballot all candidates except for the three (3) leading candidates will be dropped and balloting will continue until a candidate receives a majority of the votes necessary for election, provided that in the event none of the final three (3) candidates receive a majority of the votes cast the candidates receiving the lowest vote shall be dropped and the ballot conducted on the remaining 2 (two) candidates. A majority is defined as 50% of the valid ballots cast plus (+) one (1).

C) General Voting - General voting shall be defined as a show of hands, to be conducted by the chair. If the chair is in doubt, he may ask for a standing count, in which the body will stand and be counted at the appropriate time.

D) Secret Ballots - Secret ballot shall be defined as distribution and collection of paper ballots, not marked or identified with any exterior signs, to the membership in accordance with Article 5, Section 6, of these Bylaws. Electronic voting shall also be permissible, if the election committee so chooses provided the integrity of the secrecy of the vote can be maintained.

E) Notice - The Secretary shall make available on all union bulletin boards a notice of the date, place and time of the October and November union meetings and include language to make it plain that the nomination of officers will occur. There shall be a minimum of fifteen -(15) Days notice. The Secretary shall make available on all union bulletin boards a notice of the date, place and time of the election and include language to make it plain that the election of officers will occur. This notice of elections will also contain the categories and persons nominated for each category. Each member in good standing shall be given at

least fifteen (15) days advance notice, in writing of the date, time place at which elections shall be held.

SECTION 6. Elections Committee - The President shall appoint an elections committee which shall be responsible for running the election, choosing the method of voting in accordance with this article, distributing and tabulating the ballots. Each officer for candidate shall be entitled to appoint one observer who shall be permitted to witness the manner of distribution and casting of ballots and attend the meeting of the elections committee at which the voted are tabulated.

A) No member of the elections committee shall be a candidate for election to office.

B) The election committee shall solely determine the method, time, place and dates of voting. The committee shall ensure a minimum of fifteen- (15) day's notice of tabulating ballots.

C) The Elections Committee shall count the ballots and announce the new slate of officers at the next regularly scheduled monthly meeting.

SECTION 7. Ballots Preserved - the Secretary shall preserve the ballots and all other records of an election for one-year following such election.

SECTION 8. Vacancies in Office- When an office becomes vacant by reason of the death, resignation or removal of the incumbent, the procedure below will be followed.

1. If there is more than 12 months remaining, a special election will be held at the next regular scheduled meeting. The President or Secretary/Treasure will notify the membership of the location and time of the vote at least 15 days prior to the vote. Any one interested in running for the vacant position they must notify the President or Secretary/Treasurer in writing prior to the meeting the vote will be held. The term of office will be the remainder of time left by the member vacating the office.

2. If there is 12 months or less remaining, the Executive Board shall elect a successor by a majority vote, no later than thirty days from the date the office is vacated.

ARTICLE 6

DUTIES OF OFFICERS

SECTION 1. It shall be the duty of the President to preside at all meetings of the local and the meetings of the Executive Board. The President shall be the Executive head of the local. Appoint committees as may be provided for in this Constitution and Bylaws and such special committees as may be authorized by the local. Together with the Treasurer, shall sign all orders and checks lawfully and properly drawn. Shall enforce strict observance of the Constitution and Bylaws of the International as this document relates to the local and Constitution and Bylaws of the local and shall have general supervision of activities of the other officers and chairmen of committees.

A) Shall discharge on behalf of the local such duties as may be imposed upon him / her by applicable law. Including the execution and filing of reports to the federal or state authorities, and shall caused to be maintained be the local such records that the law requires to be kept in support of reports filed by it.

B) By virtue of his / her office, shall be a delegate of this local to the convention of the International, or any other organizations to which this local is affiliated.

C) The President shall be the executive head of the local and preside at all duly constituted meetings. If he / she are unable to attend, he will appoint a temporary or permanent designee. The President shall be counted as part of the quorum and shall have a voice on all matters before the body, but shall not exercise such vote except to resolve the tie issue. He / she shall be a member Ex-officio of all committees. He / she shall appoint committees and members of these committees as necessary in his / her judgement to conduct the affairs of the local in an efficient manner.

D) He / she shall have the authority to call a meeting of the Executive Board by giving the members at fifteen (15) days advance notice. Emergency meetings may be called with minimal notice of 24 hours, as long as all members are directly contacted.

E) He / she shall enforce strict observance of the Constitution and Bylaws of the local, as well as any contracts or agreements entered into by this local. He shall interpret such laws and decide any disputes or controversies, their meaning or application which shall be appealed to him / her. Such interpretation and decisions shall be final and binding unless changed or further appeal to the executive board or majority vote of the membership at a duly constituted meeting.

F) He / she shall generally supervise the activities of the Executive Board and from time to time direct them to provide their professional advice and technical skill to members as required in the best interest of the local. He/she shall enforce the policy of prohibiting any Executive Board Member from engaging in politics or policy making of the local.

G) Not less than once a month shall submit an itemized statement of all expenses incurred by him / her during the preceding month to the local's Treasurer.

H) He/ she shall, with the approval of the Executive Board, retain a general counsel for the local and employ such legal services as in his / her judgement are necessary for the protection or advancement of the interests of the local.

I) He / she shall attend all meetings of the local.

J) He / she shall not be subordinate to any officer in this local.

K) He / she shall present a report of his / her official acts and work during his / her term of office to the membership during each regularly scheduled monthly meeting.

L) In addition to the foregoing: the President shall exercise authority and perform such duties as are additionally prescribed in this Constitution and Bylaws or which may be delegated or assigned to him / her by the Executive Board or by the majority vote of the membership at a duly constituted meeting.

SECTION 2. The Vice-President shall assist the President in such a manner as the President may determine. In the absence of the President, he / she shall preside at meetings of the local and of the Executive Board. If the Office of President becomes vacant, the Vice-President shall be acting President until the Executive board fills the Office of the President.

A) He / she shall serve as a representative of the local and is empowered and charged with the responsibility to advise members regarding local policy and procedure. He / she shall make available his / her professional and technical skill and experience to such members when so directed by the local President.

B) By virtue of his position, he / she shall be a Delegate-at -Large at all local meetings entitled to a voice and full participation in the local's meetings. He / she shall preside at meetings when called upon to do so by the President or, in the President's absence.

C) He / she shall furnish to the Treasurer a monthly itemized account of his expenses while in actual performance of his duties.

D) He / she shall present a report of his official acts and work during his term of office to the membership during each regularly scheduled monthly meeting.

E) He / she shall be only subordinate to the President.

F) In addition to the foregoing, the Vice-President shall exercise authority and perform such duties as are additionally prescribed in this Constitution and Bylaws or which may be delegated or assigned to him by the Executive Board or by the membership at a duly constituted meeting.

SECTION 3. The Secretary-Treasurer shall have custody of all documents, records, book, and papers belonging to the local, except as otherwise provided by this Constitution and Bylaws. He / she shall keep accurate records of the meetings of the local and the Executive Board, of which he / she will be the Secretary. He / she shall attest all official documents with his / her signature and the seal of the local. He / she shall conduct the correspondence of the local promptly. He shall maintain the official list of members in good standing, which shall be kept accurately and on a current basis. "The Secretary-Treasurer shall receive all money to the local, from whatever source and shall disburse the same with authorization from the President or Vice President in conformity with a vote from the local. Such disbursement shall be by check or electronic funds transfer, which shall be authorized by the President or the Vice President." He / she shall maintain and keep current record of members with their dues payments, assessments and all financial transactions promptly and accurately entered. He / she shall be prepared to exhibit receipts and vouchers upon audit of his / her books. He / she shall forward the annual audit of the local to the International General Secretary- Treasurer, over the seal of the local, no later than June first of each year.

A) He / she shall discharge on behalf of the local such duties as may be imposed upon him / her by applicable law. Including the execution and filing of any reports to the federal or state authorities, and shall cause to be maintained by the local such records that the law requires to be kept in support of reports filed by it.

B) By virtue of his / her position, he shall be Delegate-at-Large at all local meetings, entitled to a voice and full participation in the local's meetings. He / she shall preside at meetings when called upon to do so by the President or, in the President's and Vice-President's absence.

C) He / she shall present a report of his official acts and work during his term of office to the membership during each regularly scheduled monthly meeting.

D) He / she shall furnish to the President a monthly itemized account of his / her expenses while in actual performance of his duties.

E) He / she shall keep and report the minutes of the past and currently scheduled meetings.

F) He / she shall only be subordinate to the President and Vice-President.

G) In addition to the foregoing; the Secretary shall exercise authority and perform such duties as are prescribed in this Constitution and Bylaws or which may be delegated or assigned to him / her by the Executive Board or by the majority vote of the membership at a duly constituted meeting.

H) The Treasurer shall execute **Article 10** of the local's Bylaws in a timely manner.

SECTION 4. The Executive Board shall consist of the President, Vice-President, Secretary-Treasurer, one (1) At Large Member, three (3) Trustees and seven district representatives. It shall be the duty of the Executive Board to exercise general supervision and control of the invested funds and property of the local. It shall have the authority to act in the name of the Local during intervals between meetings, such acts being subject to confirmation by the membership at the next regular meetings of the Local. It shall be provided for an annual audit of the Treasurer's books. It shall meet at the call of the President or on call signed by a majority of its members.

SECTION 5. All officers and employees of the local who handle funds or property of the local shall be bonded in such amounts as may be required by the Board of Trustees and the International General Secretary- Treasurer, in compliance with applicable law. The expense of the first five thousand dollars (\$5000.00) of such bond shall be borne by the International. The cost of any additional bond that may be necessary will be borne by the local. The Local shall have sufficient bond to cover at least ten (10%) percent of its current liquid assets.

SECTION 6. The **At-Large Member** by virtue of his / her position shall be Delegate-at-Large at all local meetings entitled to a voice and full participation in

the local's meetings. He / she shall preside at meetings when called upon to do so by the President.

A) He /she shall present a report of his / her official acts and work during his term of office to the membership during his / her duties.

B) He / she shall furnish to the Treasurer a monthly itemized account of his expenses while in actual performance of his /her duties.

C) He / she shall only be subordinate to the principal officers of the local.

D) In addition to the foregoing: the At-Large Executive Board Members shall exercise authority and perform such duties as are additionally prescribed in the Constitution and Bylaws, Which may be delegated or assigned to him / her by the Executive Board or by a majority vote of the membership at a duly constituted meeting.

SECTION 7. Trustees may at any time call for and examine the records of the Secretary- Treasurer or any officer of the local and present any irregular findings to the Executive Board of the local for action.

A) It shall be their duty to furnish an annual statement at the end of each fiscal year and, if necessary, they shall engage a public accountant to assist in this work.

B) He / she shall present a report of his / her official acts and work during his / her term of office to the membership during each regularly scheduled monthly meeting.

C) He / she shall furnish to the Treasurer a monthly itemized account of his / her expenses while in actual performance of his / her duties.

D) He / she shall only be subordinate to the principle officers of the local.

E) In addition to the foregoing: the Trustee shall exercise authority and perform such duties as are additionally prescribed in this Constitution and Bylaws or which may be delegated or assigned to him by the Executive Board or by the majority vote of the membership at duly constituted meeting.

SECTION 8. District representatives may at any time call for and examine the records of the secretary/treasurer, or any officer of the local and present any irregular findings to the executive board of the local for action.

A) it shall be their duty to furnish an annual statement at the end of each fiscal year and, if necessary, they shall engage a public accountant to assist in this work.

B) he shall present a report of his official acts and Work during his term of office to the membership during each regularly scheduled monthly meeting.

C) he shall furnish to the treasurer a monthly itemized account of his expenses while in actual performance of his duties.

D) he shall only be subordinate to the principle officers of the local.

E) in addition to the foregoing; the district representatives shall exercise authority and perform such duties as are additionally prescribed in this constitution and by-laws or which may be delegated or assigned to him by the executive board or by the majority vote of the membership at a duly constituted meeting.

SECTION 9 Excusable absences - All members of the Executive Board shall attend all meetings of this local unless prevented from doing so because of illness or other good reason that is excusable by the local's President. An executive Board member, who has 3 or more unexcused absences in a calendar year, may be removed from office with a majority vote of the membership in a duly constituted meeting.

SECTION 10. The funds of this local shall not be obligated or used directly or indirectly to pay the fine of any employee convicted of any willful violation of the Labor-Management Reporting and Disclosure Act of 1959. This prohibition shall not prevent the assumption by the local of the costs of defending the local, or any of its officers, agents, representatives of employees in any civil or criminal proceedings in which they may become involved for alleged violations or law.

ARTICLE 7

Delegates and alternatives to conventions

SECTION 1. If, in accordance with **Article 4, Section 2 of the International Constitution and Bylaws**, this local is entitled to delegates in addition to the President; they shall be elected by secret ballot of the members in good standing in accordance with **Article 13, Section 15 of the International Constitution and Bylaws**.

SECTION 2. Alternates to conventions shall be elected by secret ballot by the members in good standing. The credentials of delegates and alternates must certify to this method of election.

SECTION 3. All professional expenses of the convention delegation shall be borne by the local.

SECTION 4. The membership shall vote at a duly constituted meeting no less than 60 (sixty) days prior to the convention date on the number of delegates, alternates and the names of who will attend the convention, in order to provide ample time to make all associated arrangements. This section shall be administered by the Secretary of the local.

ARTICLE 8

INITIATION FEES, DUES, AND ASSESSMENTS

SECTION 1. Initiation fees shall be paid in the amount of ten dollars (\$10.00). Members who qualify to return as stated in Article 3, section 1B must pay a \$10.00 reinstatement fee.

SECTION 2. . Dues shall be forty two dollars and twelve cents per month (**\$42.12**). This shall be collected in the amount of twenty one dollars and six cents (**\$21.06**) in each of 24 pay periods throughout the calendar year. Dues may also be paid directly to the treasurer prior to the fifteenth of each month.

- A) Any member paying yearly shall be declared delinquent fifteen (15) days after the beginning of the fiscal year, which shall be January 1st, and in accordance with the Bylaws of this local shall be notified of delinquent dues.
- B) Members shall be adjusted in arrears fifteen (15) days after notification of dues increase or assessment in accordance with **Article 3, Section 7**.
- C) After notification that a member is delinquent for failure to pay within fifteen (15) days after dues are payable, the procedure to be followed shall be as described in **Article 3, Section 7**.

SECTION 3. Assessments may be made only in the following manner: each member in good standing shall be notified in writing at least thirty (30) days in advance of the date on which the vote for an assessment is to occur. The proposed assessment shall become effective upon a majority vote of the members in good standing by secret ballot at a regular or special meeting.

SECTION 4. Increases in rates of initiation fees, reinstatement fees, dues or assessments shall require notice of such proposed increase to be given to the active members in good standing at least thirty (30) days in advance of the date on which the vote for the increase is to occur. The proposed increase shall become effective upon majority vote of the members in good standing by secret ballot at a regular or special meeting.

ARTICLE 9

MISCONDUCT, TRIALS, AND APPEALS

SECTION 1. Any member charged with misconduct as defined in **Article 15 of the International Constitution and Bylaws**, shall be served with written specific charges as required in **Article 16 of the International Constitution and Bylaws**. The member will be given a reasonable time to prepare his / her defense and afforded a hearing as provided in **Article 17 of the International Constitution and Bylaws**.

SECTION 2. Appeals may be made in accordance with **Article 18 of the International Constitution and Bylaws**. Such appeal must be filed with the General President of the Association within thirty (30) days of the action to be appealed.

Article 10

Audit

The books and accounts of this local shall be audited annually and the last such report of audit shall be forwarded to the International General Secretary-Treasurer over the seal of the local no later than June 1st and shall include an accurate accounting of all employees within the Local Union's Fire Department.

ARTICLE 11

Amendments

SECTION 1. this Constitution and Bylaws made under its provisions, may be amended by a two-thirds vote (except for changes in dues and assessments, and initiation and reinstatement fees, which shall require a majority vote, as provided in Article 8) at a regular or special meeting. Provided that each active member in good standing is notified in writing of the proposed amendment at least fifteen (15) days in advance of the meeting at which the vote will be taken. For the purpose of voting on Amendments to the Constitution and Bylaws the two - (2) shift meeting shall prevail and all eligible members of the bargaining unit shall be given the opportunity to vote.

SECTION 2. A proposed amendment to this Constitution, or any Bylaws under its provisions, shall be submitted for approval to the International President prior to its printing, or issuance, after it has been adopted by the membership.

ARTICLE 12

POLITICAL ACTION COMMITTEE

SECTION 1. Purpose- A Political Action Committee is hereby established to provide organized political activity to candidates whose election can be beneficial to our organization. This Committee consists of four (4) members from the general membership appointed by the local Union President. The Committee will designate one (1) member as Treasurer.

SECTION 2. Duties- It shall be the duties of the Political Action Committee to:

- A) Represent the local at political rallies, campaigns, speeches and meetings of candidates for office, meetings of other labor organizations in regards to politics which affect this local or in any other function deemed necessary by the local Union President.
- B) Establish a political action fund and maintain any and all records required by local, state, and federal laws.
- C) To make contributions and endorsements as required.
- D) Develop a line of questioning that covers all the issues that are of concern to our organization for that particular office.
- E) Invite all persons seeking office to attend a regular or special meeting to speak to the membership on their views so that the general membership may have an opportunity to hear the candidates and select a candidate for support.

SECTION 3. The membership shall vote on the recommendations of the Political Action Committee, by secret ballot if requested by any member(s) and shall require a majority of those in attendance at a duly constituted meeting.

ARTICLE 13

BUDGET AND FINANCE

SECTION 1. PURPOSE - To establish a yearly budget to better reflect the local's financial position, maintain better control of finances, to generate additional revenue through investments of union assets.

- A)** A budget shall be prepared by the principal officers of the local prior to January 1st of each year that shall be the beginning of the fiscal year. The principal officers shall meet as needed to approve payment of budgeted items, and other necessary expenses. Approval shall require a majority vote of the Executive Board.
- B)** Liquid assets of the local may be invested to earn additional revenue, provided that at least 80% of the investments allow the assets to be readily available without cost to the local. Any such funds that are invested in accounts (such as certificates of deposit) that are not readily available without penalty shall not exceed three (3) years before the investment account is renewable.
- C)** The first fiscal year of this union shall be March 1st through December 31st; thereafter, the fiscal year will be January 1st through December 31st.
- D)** The local may elect to use a "General Fund" system to distribute funds in accordance with **Article 5, Section 5 Paragraph A** of these Bylaws.

ARTICLE 14

COMMITTEES

SECTION 1. The following committees shall be provided for in the local:

- 1. Negotiation**
- 2. Grievance**
- 3. Labor Management**
- 4. Political Action Committee**
- 5. Benevolent fund committee**

The President or Executive Board may authorize those committees that they deem necessary to carry out the responsibilities of the local union.

SECTION 2. The negotiation committee may consist of three (3) active members in good standing in addition to the President from within the bargaining unit as defined in the labor agreement.

- A)** The President will serve as Chairperson, Chief Negotiator, and Chief Spokesperson of the committee.
- B)** The President or Executive Board shall appoint three (3) active members in good standing from within the bargaining unit as defined in the labor agreement to serve as alternates to the negotiation committee.

SECTION 3. The Vice President will serve as chairperson of the grievance committee. The grievance committee will be made up of four (4) regular members and two (2) alternate members.

SECTION 4. The labor management committee shall consist of three (3) active members in good standing from within the bargaining unit as defined in the labor agreement.

A) The President will serve as Chairperson and Chief Spokesperson of the committee.

B) The Executive Board shall appoint three (3) active members in good standing from within the bargaining unit as defined in the labor agreement to serve as alternates to the labor management committee.

SECTION 5. The political action committee shall be in accordance with the labor agreement and **Article 12** of this Constitution and Bylaws.

SECTION 6. The Union President shall have the deciding vote in the case of a tie vote.

SECTION 7. The Executive Board shall serve in place of any or all committees when justified.

SECTION 8. The Benevolent fund committee shall consist of three (3) members appointed by the President and shall be charged with deciding upon any charitable organization donations the union will disperse funds to from the benevolent fund account. The amount and method of the donation will be decided by the committee and reported to the Executive board for record. No single donation may exceed \$250.00 without a majority vote of the Executive Board in agreement. This shall not apply to the union charity the membership votes to support at the January meeting, as the funding for this support shall not originate from the benevolent account.

ARTICLE 15

POLICIES OF LOCAL 2969

POLICIES OF LOCAL 2969 - Policies of Local 2969 may be changed by a majority vote of those members in good standing at a duly constituted meeting and will not require a fifteen (15) day advance notice for changes in policy. Policies or changes in policy made by the Executive Board are subject to the approval by those members in good standing at a duly constituted meeting.

ALLOWANCES - The monthly allowance for the Executive Board members shall be set by the membership for the year during the first duly constituted meeting of the calendar year. This shall include which officer will receive an allowance and the monthly amount. Any officer will have the right to petition the body for a change in his monthly allowance during a duly constituted meeting. The President shall receive a monthly rate of \$2.50 per active member per month. The Vice President and the Secretary/Treasurer shall receive \$1.50 per active member per month. The Eboard, with a majority vote, reserves the right to provide compensation to the rest of the Eboard, including the seven (7) district representatives and the Union PIO.

REIMBURSEMENT RATE - Mileage - The per mile rate for authorized travel shall be paid at the same rate as the GSA (General Services Administration), plus tolls and parking fees, for any travel. **Per Diem** - The per diem rate for authorized local business shall be paid at the same rate as the GSA for any business conducted. The President shall authorize the payment of per diem.

EXPENSE VOUCHERS - Expense vouchers shall be filled out for all expenses that are to be reimbursed to the member, except for the monthly allowance of the Executive Board members and turned in within thirty (30) days for payment if possible. If not, they shall be turned in as soon as feasible.

FLOWERS - In the event of the death of any fire rescue personnel who is eligible to be in the bargaining unit, or any of the immediate family as described

as parents, spouse, children, siblings, or step-children (12-92), flowers in the amount of \$75.00, or a donation of the same amount will be given to a fund from local 2969. In the event, the member is not eligible to be in the bargaining unit, the Executive Board shall be empowered to make the decision as to the amount to spend, if any on a case by case basis.

INITIATION FEE - Agents of this local shall collect the current initiation fee set by the International for each new member inaugurated. The agent will also have the applicant sign one copy of the currently approved "new members" card as provided by the International. The agent shall include the new applicant's social security number on the bottom of the form (12-93).

VOTING SCHEDULE - When this local utilizes the two shift voting method, the first vote will take place in the evening starting at 1900 hours and the polls will be open for one (1) hour. The second vote will take place the following morning starting at 0900 hours and the polls will be open for one (1) hour (1-93).

MEETING SCHEDULE - The local's secretary will provide a current list of all meetings, proposed meeting places and starting times for the current calendar year to all union reps for posting on union bulletin boards (1-93).

FIELD CONSOLIDATION ARTICLE

This article is intended to address the issue of consolidation or combination of another paid professional fire department with Brevard county fire rescue. We as the IAFF local union representing Brevard county firefighters local 2969 do hereby adopt the following policy. We do not willingly support assimilation of other locals except in cases where the jobs will be lost to non-union non-professional entities. However, in a situation where a paid professional fire department is brought together with Brevard county fire rescue, this policy addresses the following ranks and positions: firefighter, driver/engineer, and lieutenant. The employees entering Brevard county fire rescue in the previously mentioned positions will enter the ranks in their current rank and in their current pay plan step with no loss to their retirement. The entering employee will not retain seniority for bidding to stations. Their seniority for bidding will begin with

their hire date with the department. These entering employees will be welcomed with open arms to Brevard county fire rescue and to local 2969.

SUPERVISOR CONSOLIDATION ARTICLE

This article is intended to address the issue of consolidation or combination of another paid professional fire department with Brevard county fire rescue. We as the IAFF local union representing Brevard county firefighters local 2969 do hereby adopt the following policy. We do not willingly support assimilation of other locals except in cases where the jobs will be lost to non-union non-professional entities. However, in a situation where a paid professional fire department is brought together with Brevard county fire rescue, this policy addresses the following ranks and positions: captain and battalion chief. The employees entering Brevard county fire rescue in the previously mentioned positions will enter the ranks in their current rank and in their current rate of pay with no loss to their retirement. The entering employee will not retain seniority for bidding to stations. Their seniority for bidding will begin with their hire date with the department. These entering employees will be welcomed with open arms to Brevard county fire rescue and to local 2969.