

BYLAWS OF BIG COUNTRY EMERGENCY MEDICAL SERVICE PROVIDERS ORGANIZATION

ARTICLE I – NAME

This organization shall be known as **BIG COUNTRY EMERGENCY MEDICAL SERVICE PROVIDERS ORGANIZATION**.

ARTICLE II – PURPOSE AND OBJECTIVES

The purpose of **BIG COUNTRY EMERGENCY MEDICAL SERVICE PROVIDERS ORGANIZATION**, hereinafter referred to in these bylaws as **BCEMSPO**, is to provide a forum for its members.

The objectives of this organization are as follows:

1. To exchange information related to educational opportunities for the membership.
2. To encourage and promote educational opportunities for the membership.
3. To provide input into the State rule-making process.
4. To identify solutions to common problems.
5. To provide a means for unification and coordination of EMS systems in the region.
6. To otherwise promote the welfare of its members, patients, and general populous to the betterment of all.
7. To work with and assist the Big Country Regional Advisory Council.

ARTICLE III – MEMBERSHIP

1. Membership shall consist of any interested EMS or First Responder related agency or institution in the following counties:

BROWN, CALLAHAN, COLEMAN, COMANCHE, EASTLAND, FISHER, HASKELL, JONES, KENT, KNOX, MITCHELL, NOLAN, RUNNELS, SCURRY, SHACKELFORD, STEPHENS, STONEWALL, TAYLOR AND THROCKMORTON.

2. Each EMS or First Responder agency or institution shall designate in writing a voting representative and alternate. The designated agent from each entity may cast one (1) vote on behalf of the agency or institution which he/she represents.

3. Membership dues are set at \$25.00 per year for each agency or institution. A membership year runs from January through December. Dues must be paid in a timely manner in order to be considered a member in good standing and to have voting privileges. Dues will be due on the first meeting date in January of each year. Dues must be paid no later than March 1st of that year in order for the agency or institution to be considered a member in good standing and to have voting privileges.
4. Member agencies or institutions must be represented at a minimum of six (6) meetings per year in order to maintain good standing and to have voting privileges.

ARTICLE IV – MEETINGS/QUORUM

1. Meetings will be held the third Wednesday of each month at 5:00 p.m. at a location to be announced.
2. Special meetings may be called by the Chair when requested by three (3) or more members. All members must be notified either in writing, via e-mail, or by telephone at least 48 hours prior to the special meeting.
3. One-third (1/3) of all paid members present constitute a quorum for the purpose of formal recommendations, bylaw changes, position statements, general business, and expenditure of funds of more than \$300.00.
4. Meetings will be conducted in accordance with Robert’s Rules of Order.

ARTICLE V – OFFICERS

The officers of the **BCEMSPO** will consist of a Chair, Vice-Chair, Secretary and Treasurer.

1. The Chair shall be a designated representative or alternate of an agency or institution in good standing and shall be elected by the **BCEMSPO**. The duties of the Chair shall include:
 - A. Preside over each meeting.
 - B. Represent **BCEMSPO** when expressly instructed by majority vote to do so.
 - C. Designate and change ad hoc sub-committees to carry out purposed and objectives of the organization.
 - D. Designate liaisons to appropriate groups as necessary to carry out purposes and objectives of the organization.
 - E. The Chair shall vote in the event of a tie.
2. The Vice-Chair shall be a designated representative or alternate of an agency or institution in good standing and shall be elected by the **BCEMSPO**. The duties of the Vice-Chair shall include:
 - A. Preside over any meeting where the Chair if absent.
 - B. Represent **BCEMSPO** where expressly instructed by majority vote to do so.

3. The Secretary shall be a designated representative or alternate of an agency or institution in good standing and shall be elected by the **BCEMSPO**. The duties of the Secretary shall include:
 - A. Posting of meeting notices and minutes on the listserver.
 - B. Record the minutes of all meetings of the **BCEMSPO**.
 - C. Maintain a current list of members names, addresses, and the designated representatives from each agency or institution.

4. The Treasurer shall be a designated representative or alternate of an agency or institution in good standing and shall be elected by the **BCEMSPO**. The duties of the Treasurer shall include:
 - A. Maintain a current list of members and the status of dues.
 - B. Maintain the finances of the **BCEMSPO**.
 - C. Give a financial report at each meeting of the **BCEMSPO**.
 - D. Provide an annual financial statement each January, or within four (4) months of the January meeting.

5. The term of the Chair, Vice-Chair, Secretary and Treasurer shall be one (1) year. The Chair will be elected in January (or within four months of December in odd years. The Vice-Chair, Secretary, and Treasurer will be elected in January (or within four months of December) in even years.

6. In the event that the Vice-Chair, Secretary, or Treasurer is elected to the position of Chair, a special election will be held to fill the position for the remainder of the term. In the event a position is vacated for any other reason, the same shall apply.

7. In the event that an officer of the **BCEMSPO** should miss three (3) consecutive meetings, he/she shall be removed from office.

ARTICLE VI – VOTING RIGHTS

1. Each member organization shall have one (1) vote.

2. In order to vote, each organization must be in good standing in accordance with the attendance and dues requirements as set forth in **ARTICLE III**, Sections 3 and 4 above.

ARTICLE VII – AMENDMENTS

Amendments must be presented at a minimum of two (2) meetings before a vote can be taken. There must be a minimum of thirty (30) days between the meetings. Amendments must be approved by one-third (1/3) of the paid members present and a quorum must be present. A quorum for the purpose of amending the bylaws is one-third (1/3) of the membership in good standing.