

**Arizona Strip Search and Rescue Sheriff
Posse, Inc.**



Bylaws of the Corporation
as amended and approved by the
Board of Directors and Voting Membership, June, 04, 2014.

Committee

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| Captain | Mark Cobb | Board of Director Deborah Sullivan |
| Secretary | Lisa Cobb | Sgt At Arms Matt Pacheco |

Article 1

Section 1 - Name of the Organization.

The membership does hereby voluntarily join themselves in a non-profit organization whose name shall be "Arizona Strip" Search and Rescue, Sheriff Posse, Inc., (SAR) for the following bylaw purposes and subject to the rules and regulations as set forth in this document.

Section 2 – Operation and Administration of the Organization.

Operationally, the organization shall comply with Mohave County Sheriff's Office (MCSO) Policy Manual and Standard Operating Procedures Manual (SOP).

The administration of the organization shall comply with the bylaws herein.

Article 2

Section 1 - Objectives:

The objective of the SAR shall include the following:

- 1) To assist and support the MCSO to achieve the Mohave County Sheriff's Mission.
- 2) To uphold and defend the Constitution of the United States, in and for the State of Arizona, the laws of Mohave County, the policies and SOP of the Sheriff, and the bylaws of the Arizona Strip SAR unit.
- 3) At all times comply with the Mohave County Sheriff's Code of Ethics.
- 4) To participate in appropriate attire, and to bring into closer fellowship the individual members of the sheriff's SAR unit.
- 5) To recognize, advocate, and demonstrate that safety is the responsibility of all SAR members.

Article 3

Section 1 - Membership and Qualifications:

Membership in the Arizona Strip Sheriff's SAR unit shall not exceed 35 and support members shall not exceed 64 members and be open to Clark County and Mohave County residents. The applicant must be able to fulfill the membership requirements and probationary period per MCSO Policy 384 (Volunteer Program) and Article 3, Section 2. The applicant shall be a minimum age of twenty one (21). A member of AZ SAR must also maintain membership of good standing with the MCSO Volunteer Program Policy in order to remain a member of this organization.

Section 2 - Application Procedure:

In order for a new applicant to become a member in good standing (MIGS), the applicant shall fulfill the following:

- 1) The applicant will be invited to and attend three consecutive regularly scheduled monthly meetings. The applicant will be interviewed by the Executive Board and or their designees as a membership committee. The applicant will be furnished with the formal MCSO application at the second meeting, these bylaws, the MCSO SOP and the Volunteer Program Policy. The completed application will be submitted to the MCSO for the background investigation.
- 2) At the third monthly meeting attended, the applicant will be voted on by the membership for the acceptance into the unit and will be issued an SAR unit number and a badge subsequent to the completion of the background check. A loss and/or damage deposit will be collected upon issuance of the badge and pro-rated annual dues shall be collected.
- 3) The applicant will serve in good standing and demonstrate good character for a probationary period of 12 months. The unit's probationary period shall commence on the first meeting attendance. During the probationary period the applicant may participate in some training and other community activities of which the search and rescue unit is participating as approved by the Commanding Officer or their designee.
- 4) The probationary member shall attend and complete the 16-hour Basic SAR Academy. Upon successful completion of the Basic SAR Academy, basic unit provided SAR equipment may be issued and loss and/or damage deposits collected.
- 5) Upon completion of the academy and clearance of the MCSO background check, the applicant may participate in callouts with his vehicle but is subject to direct supervision in the search unless the Commanding Officer or their designee requires otherwise during the probationary period.
- 6) During the remaining months of probation, the new member will be monitored for the purpose of determining his attendance status at meetings, SAR call outs, unit required training and overall performance. Furthermore, should any other matter surface within the probationary period, the Commanding Officer and may terminate the probationary member.

Section 3 - Classification of an Inactive Member:

Any member who is unable to participate in the official events of the SAR unit may make application in writing to the Board to become an inactive member for a period of up to 90 days. Additional inactive time may be approved, under certain circumstances, by the Board.

Section 4 – Classification of Support Staff

Support Staff shall be MIGS who may attend meetings and callouts yet are not required and shall be relied on for support operations of the AZ Strip SAR as needed in areas such as dispatch, logistics, committees, etc.

Article 4

Section 1 - Elected and Appointed Officers Pre-Requisite Qualifications:

| Title | Rank | Status | Yrs | Pre-Req. |
|---------------------------|-------|-------------|-----|----------------------------------|
| 1. Commanding Officer | Capt. | (elected) | 2 | Sgt. or higher in AZ Unit, MIGS* |
| 2. Exec/Vice Com. Officer | Lt. | (elected) | 2 | Sgt. or higher in AZ Unit, MIGS* |
| 3. Secretary | Sgt. | (elected) | 2 | Sgt. or higher in AZ Unit, MIGS |
| 4. Treasure | Sgt. | (elected) | 2 | MIGS |
| 5. Sgt. At Arms | Sgt. | (appointed) | 1 | MIGS |

*Sheriff has the authority (per MCSO Policies) to relieve the CO and EO for cause and approve the appoint of an Interim CO or EO.

The Commanding Officer, Executive/Vice Officer, Secretary, Treasure, and Sgt. at Arms shall constitute the Board as elected officers. The Elected Officers shall be elected and installed per Article 6, Section 3.

The elected officers, sergeants and staff sergeant shall constitute the Board of Directors. They will serve on this board for a period of one year.

Section 2 - Duties of the Commanding Officer:

The Commanding Officer shall hold the rank of Captain, and shall direct all operations of the Sheriff's SAR unit. The Commanding Officer shall preside over all regular and special meetings of the Executive Board and Board of Directors. He shall also perform such other duties as the Board of Directors may prescribe. The Commanding Officer has the authority to expend SAR funds not to exceed \$100.00 without prior approval of the Board of Directors or the membership. It shall also be the duty of the Commanding Officer to appoint and relieve as necessary; Secretary, Treasurer, Squad Sergeants, Training Officer(s), Safety Officer(s), and Quartermaster with the majority consent of the Board of Directors and SAR Volunteer Coordinator. The Commanding Officer shall act as liaison between the Sheriff's office and the SAR unit.

It is expressly understood that the Sheriff of Mohave County, or his duly appointed representative, shall act in an advisory capacity to all committees, and shall have the right of vote as a member of any such committee.

Section 3 - Duties of the Executive/Vice Officer:

The Executive/Vice Officer shall hold the rank of Lieutenant and in the absence or disability of the Commanding Officer, shall perform the duties and exercise the powers of the Commanding Officer and shall perform such other duties as the Board of Directors deem appropriate and necessary. The Executive Officer will not at any time deviate from the policies having been set down by the Commanding Officer and the Board of Directors and shall perform such other duties as the Commanding Officer or Board of Directors deem necessary.

Section 4 - Duties of the Sergeant at Arms:

The Sergeant at Arms shall guard the door allowing no unauthorized persons to enter and maintain order at all meetings and collect fines that are levied by the Board of Directors. The Sergeant at Arms shall see that the insignia on equipment of former members of the SAR unit is removed. The Sergeant at Arms shall collect identification cards, badges, and all other SAR unit equipment from former members, and return these articles to the Quartermaster.

Section 6- Duties of the Board of Directors:

The Board of Directors shall have control of all real and personal property belonging to the SAR unit. A majority vote of the members of the Board of Directors may approve a bill for payment if deemed necessary and shall ratify the appointees made by the Commanding Officer. They shall consider policies and present same to the membership with proper recommendations and will conduct the affairs of the SAR unit in such a manner that said organization will function smoothly and assume its proper place in the community and in the sheriff's organization.

Section 7 - Duties of the Secretary:

The Secretary shall attend all meetings of the Executive Board and Board of Directors, regular monthly meetings, and record the activities of said meetings. The Secretary shall advise members of the SAR unit of the place, date, and hour of all special meetings. In the absence of the treasurer, it shall be the duty of the Secretary to collect and turn all funds over to the treasurer. The Secretary shall endorse on behalf of the SAR unit for an account in such banks as the Board of Directors shall designate. Such accounts shall reflect fully, the fees, dues and any assessments received from the members. The Secretary shall maintain a monthly roster of the members, both regular and probationary, and deliver it to the MCSO Volunteer Coordinator. The Secretary shall file all forms required by government agencies.

Section 8 - Duties of the Treasurer:

The Treasurer shall collect and have custody of all funds, keep accurate and proper records, which shall be provided to the Secretary as well as an itemized annual report as well as other reports required by grants. The Treasurer shall keep and maintain an account of each member of the SAR unit, and such accounts shall reflect the fees, dues and any assessments received. It

shall be the duty of the Treasurer to present at the monthly meeting a report showing the units current financial condition. This report will consist of a summary of credits and debits for the previous month. It shall also be the duty of the Treasurer to pay all authorized bills. All bills over \$50.00 are to be paid by check; Petty Cash funds shall be kept available, but shall not exceed one hundred dollars (\$100.00).

Article 5

Section 1 – Leaving the Unit:

Any member(s) resigning or being removed from the unit shall be required to surrender to the Sergeant at Arms their badge, MCSO ID card and any other equipment belonging to the Arizona Strip Sheriff's SAR unit. Leaving personnel will agree that any and all uniforms, hats, etc. shall be altered such that its identity as a uniform of the MCSO SAR units no longer is recognizable and are encouraged to donate items to the units Sgt. At Arms.

Section 2 – Attendance:

All members must make a conscientious effort to attend all monthly meetings, callouts, special assignments, training maneuvers and other community SAR events. Failure to attend three consecutive unexcused scheduled monthly meetings will result in immediate termination. Failure to attend nine out of twelve monthly meetings or failure to make a conscientious effort to participate in SAR functions will result in review by the Commanding Officer and Executive Board and could be grounds for termination of membership.

Article 6

Section 1 - Meetings Time and Place:

Meetings of the Arizona Strip Sheriff's SAR unit shall be held at 18:00 hours the third Monday of each month at a place to be decided by the Board of Directors, unless a change is requested and approved by a majority vote of the members present at a regular meeting. Training maneuvers will be decided upon by the and announced at the regular monthly meeting.

Section 2 - Special Meetings:

Special meetings may be called by the signatures of any five MIGS of the SAR unit or the Commanding Officer at such a time and place as the authority calling the meeting may determine. Notice of special meetings shall be given to all MIGS not less than two days prior to the time of such proposed meeting and stating the time and place of such meeting.

Section 3 – Nominations, Elections and Installations of Officers:

The December meeting of each year will be the time when nominations for officers for the coming year will be made and closed. Nominees must accept their nomination and the elections

will commence at that meeting. Only paid MIGS will be permitted to take part in the election process and be authorized to cast ballots.

In the event of a tie, the sheriff or his representative will be empowered to cast a tie breaking vote. At 1201, January 1, the newly elected officers will assume their duties.

Section 4 - Board of Directors:

The Board of Directors shall meet as necessary. Special board meetings shall be held when deemed necessary, and only after a majority approval of the board members or when called by the Commanding Officer.

Section 5 - Membership Fees and Dues:

The membership fee shall be \$20.00 per year, payable at the January monthly meeting. Any member who fails to adhere to the policy is subject to termination by the Board of Directors. Members' dues may be waived by the board of directors for sickness or other mitigating reasons. Dues delinquent ninety days shall be cause for termination from the Sheriff's SAR unit.

Article 7

Section 1 - Reinstatement:

Any past member that has resigned his/her membership in good standing shall be reinstated after filing application and approval of the majority vote of the membership. The reinstated member will be assessed the \$20.00 dues, which are prorated and shall be given priority over new applicants. Upon completion of these requirements the reinstated member shall become a regular member with all rights and privileges restored. Dues shall be applicable from the day of acceptance.

Article 8

Section 1 – Special Committees:

Special Committees shall be appointed by the Commanding Officer with concurrence of the Executive Board for specific duties and shall function in that capacity until retired by the Commanding Officer.

Article 9

Section 1 - Review of the Bylaws:

Bylaws must be reviewed at least once every five years, or as required. The review committee shall consist of the Executive Board and additional members appointed by the Commanding Officer. The updated Bylaws shall be presented to and voted on for approval by the membership.

Section 2 - Amendment of Bylaws:

If any MGS requests a change in the bylaws, said proposed change must be submitted in writing to the Executive Board. The Executive Board (bylaw committee) will review the proposed change and submits a report to the membership at the next regular meeting. The amendment shall be presented to and voted on for approval by the membership.

Article 10

Order of business:

- 1 Meeting called to order
- 2 Introduction of visitors
- 3 Approval of minutes of previous meeting (emailed)
- 4 Treasurer's report (summary of monthly credits and debits)
- 5 Correspondence
- 6 Old business (including reports from committees)
- 7 New Business (includes the introduction and vote on new members)
- 8 Coordinators Reports, info, and Updates
- 9 Good of the posse
- 10 Adjournment

Article 11

Section 1 – Survivability Clause:

If any word, sentence, paragraph, section or articles of the bylaws of the SAR are found to be invalid and/or unenforceable by a competent jurisdiction, the remaining bylaws will be considered in full force and effect.

Section 2 - Indemnification:

To the fullest extent permitted by law each officer and members of the board of directors of the corporation shall defend and be indemnified by the corporation for all claims, damages, losses, liabilities and expenses relating to, arising out of, resulting from or alleged to have resulted from the indemnitor's acts, error, mistake or omissions, or any nature whatsoever (including but not limited to reasonable attorneys' fees, court cost, the cost of appellate proceedings, and all claims adjusting and handling expense), reasonably incurred or imposed upon such officer or members of the board in connection with any threatened, pending, or completed action, suit or proceeding to which she/he may become involved by reason of her/his being or having been an officer or member of the board of the corporation or any settlement thereof, unless adjudged therein to be liable for negligence or misconduct in the performance of her/his duties. Provided, however, that in the event of a settlement the indemnification herein shall apply only when the board approves such settlement and reimbursement as being in the best interest of the corporation. The foregoing right of indemnification shall be in addition and not exclusive of all other rights which such officers or member of the board is entitled.

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| Captain | Mark Cobb | _____ |
| Executive | Dana Richardson | _____ |
| Secretary | Lisa Cobb | _____ |
| Treasure | Skip Sanchez | _____ |
| Sgt At Arms | Matt Pacheco | _____ |