



International Association of Fire Chiefs
Emergency Vehicle Management Section By-Laws
(Formerly Apparatus Maintenance Section)

October 2016

Section One – PURPOSE – The purpose of the Emergency Vehicle Management Section (EVM) of the International Association of Fire Chiefs (IAFC) is to provide a forum for all members of the Association who share common interests and concerns about Fire, EMS and Emergency Service Equipment and Emergency vehicles. Specific interests of the section include but are not limited to:

- National Certification of Emergency Vehicle Technicians
- Promoting Training and Education regarding Equipment and Emergency Vehicles
- Exchange and Distribution of Information regarding Equipment and Emergency Vehicles

Section Two – COMPATIBILITY WITH IAFC – Nothing in these By-Laws shall be construed to be in conflict with, or take precedence over, the established Articles and Sections of the Constitution and By-Laws of the IAFC. Should a question of conflict arise, the matter will be referred to the Constitution and By-Laws committee of the IAFC and, if necessary, to the Board of Directors for a final resolution.

Section Three – MEMBERSHIP – The membership of the EVM will be open to any Regular, Associate, Departmental, Affiliate, or Life Member of the IAFC who shares an interest in the issues of the Section as set forth in its purpose. Only those members who are not eligible for Regular IAFC membership may join as Affiliate Members. Full membership in the IAFC is a requisite for membership in the Section, and failure to maintain IAFC membership causes an individual to lose membership in the Section.

Any member who is in good standing with the EVM may be on the board of directors

Section Four – DUES – The annual dues for Regular, Associate, and Affiliate members of the IAFC will be \$25.00 per year. The dues will be payable in conjunction with the payment of the member's Association dues.

Corporations are allowed to make donations to support the aim of the Section based upon approval by the IAFC Board.

Section Five – BOARD MEMBERS and OFFICERS

BOARD MEMBERS

The Board of the Section will consist of a 10-member Board of Directors. The 10-member Board of Directors will be elected for 3-year terms. These terms will be staggered so that the terms of the members of the Board expire as follows:

Year 1 – Great Lakes, At-Large, Federal-Military, Southwestern

Year 2 – Eastern, New England, Canadian

Year 3 – Western, Missouri Valley, Southeastern

One member will be elected from each of the eight divisions of the IAFC:

1. Canadian
2. Eastern
3. Great Lakes
4. Missouri Valley
5. New England
6. Southeastern
7. Southwestern
8. Western

The ninth member will be elected from the membership at large.

The tenth member will be elected from the Federal & Military Fire Services Section.

Board members must be a regular, affiliate or life members.

A Secretary and Treasurer of the Section will be elected from and by the Board of Directors for 1-year terms. The Board members so elected may serve more than one term.

Any member elected to the Board who resides within the geographic boundaries of a Division, and moves from that Division's area may complete that year in office as the representative from that Division.

The Board of Directors will fill any vacancies by a majority vote.

OFFICERS

The Officers of the Section will consist of the Chair and Vice Chair. A Vice-Chair of the Section will be elected by the Board of Directors for a 1-year term.

The member elected as Vice-Chair will become Chair for a term of 1 year at the end of their term as Vice-Chair.

Officers must be regular members as defined in Article II, Section 3(b) of the IAFC Constitution and By-Laws.

The Board of Directors will fill any vacancies by a majority vote.

Section Six – MEETINGS AND ELECTIONS –The EVM Section will meet a minimum of once a year. The annual business meeting of the Section will take place at the annual conference of the IAFC.

Quarterly board meetings will occur via teleconference as scheduled in attachment one. The times and dates listed in attachment one may be changed by a simple majority vote of the board of directors.

The EVM Board will hold other meetings at its discretion.

No later than 90 days before the annual meeting of the Section, the Chair will appoint a three-person Nominating Committee, all of whom will be members in good standing of the Association and Section. The Nominating Committee will publish and distribute its slate of nominations to all members in good standing not less than 30 days before the annual meeting. Election of Officers will be conducted by mail or electronic ballot using the same procedures as elections for IAFC Officers at least 30 days prior to the annual meeting. All officers shall be elected by a majority of the votes received in the mail or electronic balloting of members.

Section Seven – QUORUM – A simple majority of eligible voting members who are present will constitute a quorum for the transaction of business at all meetings of the Section.

Section Eight - ORDER OF BUSINESS – The following Order of Business will govern all meetings of the Section unless suspended by a majority vote of the members present at the meeting:

- Call to Order
- Any Requests to Revise the Published Agenda
- Review and Adoption of Minutes of the Previous Meeting(s)
- Treasurer’s Report
- Reports from Officers
- Committee Reports
- Program and/or Presentation(s) from Guests
- Business Agenda
 - Old Business
 - New Business
- Election of Officers (If Appropriate)
- Selection of Date, Time, and Location of Next Meeting
- “Good and Welfare” of the Section
- Adjournment

Section Nine – RULES OF ORDER – The EVM will conduct all meetings in accordance with the provisions of *Robert’s Rules of Order Newly Revised*, except where the Rules of Order may directly conflict with either the provision of these By-Laws or the Constitution

and By-Laws of the IAFC.

Section Ten – AMENDMENTS – A two-thirds majority vote of the eligible members present may amend these By-Laws at any regularly scheduled meeting of the Section by provided the Board of Directors, or a group formed of ten members of the section, has completed the following:

1. Documented the amendment
2. Distributed the amendment to the membership of the Section at least 30 days before the meeting at which it will be considered
3. Sent the amendment to the Chair of the IAFC's Constitution and By-Laws Committee at least 30 days before the meeting at which it will be considered
4. Received approval for the amendment from the IAFC Board of Directors

Attachment Number One

Quarterly board meetings will occur via teleconference on the 2nd Thursday of January, April, July and October at 15:00 Eastern Time.