

BYLAWS

of the

OHIO EMERGENCY MEDICAL TECHNICIAN INSTRUCTORS ASSOCIATION

ARTICLE I - NAME

The name of this organization shall be the OHIO EMERGENCY MEDICAL TECHNICIAN INSTRUCTORS ASSOCIATION, INCORPORATED (OEMTIA).

ARTICLE II - GOALS

The goals of this organization shall be:

1. To bring together all instructors in the State of Ohio to discuss better methods of instruction and operation and to offer individual and group educational programs for the enlightenment of ourselves and those that we teach.
2. To seek education and advice from those in the medical, hospital, equipment, training, and instructional fields who are interested in our work in the emergency medical field.
3. To educate members in matters at local, state, and national levels that may be relevant and pertinent to the best interests of the members.
4. To coordinate the efforts of its members in the field for educating the general public.
5. To be aware of the educational advances promoted by local, state, national and Federal agencies which are engaged in the education of emergency medical technicians.

ARTICLE III - MEMBERSHIP

1. Regular membership shall be open to EMT instructors certified under Chapters 4765-8-12, 4765-8-13, or 4765-8-14 of the Ohio Revised Code, and any succeeding sections.
 - a. Regular members shall have voting privileges and the right to hold elective office.
 - b. Annual calendar year dues for regular membership shall be as established from time to time by vote of the general membership at an annual meeting, however dues paid for years in advance at the then established rate shall be valid for those years regardless of later increases in dues for those years.
 - c. Notwithstanding any other eligibility for membership, an individual who has not paid the annual dues shall not be permitted to hold office or to vote.
 - d. Regular members shall have the privilege of associate membership upon becoming inactive as instructors.

2. Associate membership shall be open to individuals in the medical, hospital, equipment, training, and instructional fields who are interested in our work in the emergency medical field.
 - a. Associate members shall have all the privileges of a regular member except the rights to vote and to hold office.
 - b. Annual calendar year dues for an associate member shall be as established from time to time by vote of the general membership at an annual meeting, however dues paid for years in advance at the then established rate shall be valid for those years regardless of later established increases in dues for those years.
3. Honorary membership will be bestowed upon an individual who has contributed significantly to the state EMT training program. Names may be submitted to the Executive Committee at any time to consider for honorary membership.

ARTICLE IV - OFFICERS AND TRUSTEES

1. The Officers of this Association shall be President, Vice President, Secretary, Treasurer, Immediate Past President and Legislative Representative. The Officers, together with eight (8) Regional Trustees, shall comprise the Executive Committee.
2. The counties comprising the Regions of the Association shall be:
 - a. Northeast: Ashtabula, Lake, Cuyahoga, Lorain, Medina, Summit, Portage, Trumbull, Mahoning, Columbiana, Stark, Wayne, Ashland, Richland, Knox, Holmes, Coshocton, Tuscarawas, Carroll, Harrison, and Jefferson.
 - b. Northwest: Williams, Fulton, Lucas, Ottawa, Erie, Huron, Seneca, Sandusky, Wood, Henry, Defiance, Paulding, Putnam, Hancock, Wyandot, Crawford, Morrow, Marion, Hardin, Allen, Auglaize, Mercer, Logan, Union, Delaware and Van Wert.
 - c. Southwest: Darke, Shelby, Madison, Champaign, Clark, Miami, Preble, Montgomery, Greene, Fayette, Pickaway, Butler, Hamilton, Clermont, Warren, Clinton, Highland, Brown, Adams, Scioto, Pike, and Ross.
 - d. Southeast: Lawrence, Jackson, Vinton, Hocking, Fairfield, Licking, Muskingum, Perry, Athens, Meigs, Gallia, Washington, Morgan, Guernsey, Belmont, Noble, Franklin and Monroe.
3. The Officers and Trustees shall be elected at the Annual Meeting, except the Legislative Representative who shall be appointed by the President with the approval of a majority of the Executive Committee and shall serve until replaced. Officers shall be elected by vote of the general membership present; Regional Trustees shall be elected by vote of the members present from their respective Region.
4. The term of office for all elected officials shall be two years, and they shall be eligible for re-election.

5. In case of a vacancy in the office of President, the Vice President shall automatically become President for the duration of the term and a new Vice President shall be elected at the next meeting of the members. In case of a vacancy in the offices of both President and Vice President, the Executive Committee shall appoint a President Pro-Tem until such time as a new President and Vice President can be elected at the next meeting of the members. Should a vacancy occur in any other elected office, the President shall appoint, with the consent of a majority of the Executive Committee, a qualified successor to complete the original term.
6. Two Trustees shall be elected by the members of each of the four Regions. The Trustees shall serve staggered terms so that only one Trustee position from each Region shall normally be subject to election each year.
7. The President shall:
 - a. Preside at all meetings of the members and the Executive Committee.
 - b. Appoint all standing and special committees.
 - c. Sign, with the Treasurer, warrants on the Treasury.
 - d. Be ex-officio a member of all committees.
 - e. Have served for at least one year on the Executive Committee as a prerequisite to being a candidate for President.
8. The Vice President shall:
 - a. Assume and perform the duties of the President in his/her absence.
 - b. Preside at all meetings of the Technical Council.
 - c. Be eligible as an alternate signer of warrants on the Treasury.
 - d. Have served for at least one year on the Executive Committee as a prerequisite to being a candidate for Vice President.
9. The Secretary shall:
 - a. Record or cause to have recorded the proceedings of the meetings and report to the membership.
 - b. Notify officers, trustees, and committees of their election or appointment.
 - c. Maintain and up-to-date copy of the constitution and Bylaws of the Association.
 - d. Maintain or cause to have maintained a current roster of all members, their names, addresses and telephone numbers.
 - e. Be eligible as an alternate signer of warrants on the Treasury.
 - f. Have served for at least one year on the Executive Committee as a prerequisite to being a candidate for Secretary.
10. The Treasurer shall:
 - a. Maintain the financial records of the Association and report to the membership.

- b. Manage the financial operation of the Association between meetings of the members or the Executive Committee.
 - c. Maintain an up-to-date roster of dues paid.
 - d. Draw and sign, with the President or other eligible co-signer, warrants on the Treasury.
 - e. Maintain the inventory of any items which the Association may offer for sale to the membership or other interested persons.
 - f. Have served for at least one year on the Executive Committee as a prerequisite to being a candidate for Treasurer.
11. In the event that an Officer or Trustee is not fulfilling the responsibilities of their position, the Executive Committee may by majority vote announce to the incumbent their concern. Subsequently, at any properly called meeting of the Executive Committee, by three-fourths (3/4) affirmative vote of the Executive Committee present, the office may be declared vacant and a successor may be named as provided for in section 5 of this Article.

ARTICLE V - COMMITTEES

Committees may be established for the purpose of carrying out work of the Association between meetings. A Committee may be established by the President or by vote of the Executive Committee or the membership at any meeting. All Committees shall have an established purpose, responsibility, and authority, and shall report to the President between meetings and to the members at meetings.

ARTICLE VI - MEETINGS

1. The Association shall conduct an Annual Meeting for the purpose of doing business and conducting elections. Such meetings shall be held in the Fall of each year in a place and on such date as shall be established each year by the Executive Committee. Written notice of the time, date, and place of the Annual Meeting shall be served to the membership at least thirty (30) days prior to the meeting. Such notice may be served by U.S. Postal Service bulk mail or equivalent, addressed to each member at his/her address as it appears in the records of the corporation.
2. Special meetings of the Association may be called by the President or a majority of the Executive Committee upon no less than thirty (30) days written notice to the membership. Such notice may be served by U.S. Postal Service bulk mail or equivalent.
3. The Executive Committee shall meet at the call of the President or a majority of the Committee to conduct necessary business of the Association between meetings of the members. Committees of the Association shall meet at the call of their respective chairpersons.
4. Ten per cent (10%) of the regular members of the Association present at a general membership meeting shall constitute a quorum for the transaction of business.

5. The Executive Committee may designate any place, either within or without the State of Ohio, as the place of meeting for any annual meeting, or for any special meeting called by the Executive Committee. If no designation is made, or if a special meeting is otherwise called, the place of meeting shall be the principal offices of the corporation in the State of Ohio, but if all the members shall meet at any time and place either within or without the State of Ohio and consent in writing, either before or after the holding of such meeting, such meeting shall be valid without call or notice, and at such meeting any corporate action may be taken.

Any action which may be authorized or taken at a meeting of the members in person may be taken without a meeting by written ballot communicated by U.S. Mail or electronic equivalent, signed by the members who would be entitled to notice of the meeting. The Executive Committee and committees of the Association may act by mail or electronic ballot, or by telephone.

ARTICLE VII - TECHNICAL COUNCIL

1. The Association shall have a Technical Council comprised of representatives from public or private agencies who are interested in or work with groups performing emergency or rescue services, or training that assists in accomplishing the goals expressed in items 3 and 4 of Article II of these Bylaws.
2. The Technical Council shall meet at least once each year to discuss the emergency and rescue services and to formulate plans that will mutually benefit the members and those we teach.
3. Additional meetings of the Technical Council shall be called at the request of the President or upon the request of a Technical Council member.

ARTICLE VIII - PARLIAMENTARY AUTHORITY

The most current edition of Robert's Rules of Order (Revised) shall govern all actions of this Association not otherwise covered in the Articles of Incorporation or these Bylaws, however the Members always reserve the right by an affirmative vote of two-thirds of the members present and voting to suspend the rules and establish certain procedures for the conduct of business for a specified time.

ARTICLE IX - AMENDMENTS

1. Any proposed amendment to any portion of these Bylaws must be submitted in writing to the members at least sixty (60) days prior to the general membership meeting at which the proposal is to be voted on. Such notice may be served by U.S. Postal Service bulk mail or equivalent.
2. A proposed amendment shall be adopted and take effect immediately upon affirmative vote of a simple majority of the members present at the meeting.

ADOPTED by unanimous vote of the Members, November 9, 1997, Marietta, Ohio.