

The following articles shall govern the operation of the TRI-COUNTY SPECIAL OPERATIONS UNIT

ARTICLE I NAME and GEOGRAPHICAL AREA

SECTION 1. The official name of this organization shall be the TRI-COUNTY SPECIAL OPERATIONS UNIT

SECTION 2. This Special operations unit will serve the respective response areas of Shelby, Crawford, Harrison Counties and adjoining communities.

ARTICLE II PURPOSE and OBJECTIVES

SECTION 1. The general purpose of the Tri County Special Operations Unit is to provide a hazardous material response and to build new capabilities within our own counties. To assist with rescue operations including but not limited to confined space rescue, water rescue, rapid intervention team, trench rescue, high angle rope rescue and to respond to the effects, WMD, terrorism, chemical, biological or radiological emergencies may have on our citizens.

SECTION 2. In order to fulfill the purpose of the special operations unit, the activities of the unit shall include, but not be limited to:

- a) Administration of such funds as may be received from grants, governmental, or private funds.
- b) Develop standards for equipment and training
- c) Regularly review responses to improve future operations..
- d) Develop and promote training for the counties within this organization and other such activities, which will improve, promote and provide specialized response services within the Tri County and surrounding service area.
- e) Containment and decontamination at hazardous materials incidents

ARTICLE III DURATION and DISSOLUTION

SECTION 1. The duration and existence of this special operations unit shall be perpetual unless terminated or dissolved by an affirmative vote by simple majority of the total governing board, on a written ballot.

SECTION 2. In the event of dissolution, any property or funds, which may be under control of the special operations unit, shall be distributed according to prior intent as established by the membership, or shall be transferred to another non-profit organization avowing like purpose.

ARTICLE IV POWERS

SECTION 1. This special operations unit shall have the power to do all things necessary to carry out the purpose as set forth in ARTICLE II, insofar as the same is not in conflict with any existing laws of the State of Iowa.

ARTICLE V FINANCING

SECTION 1. This special operations unit may cooperate with, contract with, accept and expend funds from Federal, State, or local associations, public, or semi-public, or private individuals or corporations, and may carry out such cooperative undertakings and contracts as long as the same are for the purpose set forth.

SECTION 2. The governing board of this special operation unit shall be informed as to such financial transactions (i.e. funds obtained, received, and expended) in the name of the unit, and all such transactions shall be a matter of public record.

SECTION 3. Any expenditure, other than that required for regular meeting notices, shall require approval from the governing board prior to disbursement.

SECTION 4. Shelby County Emergency Management will act as the fiscal agent for the tri county special operations unit.

ARTICLE VI MEMBERSHIP

SECTION 1. Each county will appoint three board members who will have voting rights and govern the Tri County Special Operations Unit.

SECTION 2. To become an operational member of the special operations unit the applicant must meet the entrance qualifications set out within the SOP's, have an agreement of participation form signed by their department's chief, complete an application and agree to background checks. Applications will be reviewed and voted on by the board at the next regular meeting.

SECTION 3. Special operations team members must fulfill the yearly continuing education requirements set out within the SOP's to remain a member of the team.

ARTICLE VII OFFICERS

SECTION 1. The elected officers of the board shall consist of a Chairman, Vice Chairman and Training Coordinator.

SECTION 2 The fiscal agent will appoint a representative to the board. This representative shall serve as the secretary/treasurer of the board, prepare the minutes, reports, agendas, bills, claims, receive and disseminate correspondence, according to the direction of the board.

SECTION 3. The officers of this organization shall be elected by the board in the month of October at the regularly scheduled meeting. The vote shall be on written ballot, unless the position has only one candidate. Officers elected shall take office immediately after this meeting. Officers shall serve a Two-year term and shall hold office until their successors have been chosen.

SECTION 4. When a vacancy occurs in an office before it's holders term has expired, the board shall conduct an election at the next regular or special meeting. The successor will fill the position for the balance of the unexpired term.

ARTICLE VIII MEETINGS

SECTION 1. (Regular Meeting) Regular board meetings shall be held on the 4th Monday of the months of October, Jan, April, and July.

SECTION 2. (Quorum) A quorum shall be a simple majority of the board sufficient to pass motions, except where these ARTICLES or adopted BY-LAWS shall otherwise provide.

SECTION 3. (Rules of Procedure) All regular and special meetings shall be conducted by customary and prevailing rules of parliamentary procedure, except if otherwise specified.

SECTION 4. (Notice of Meetings) Notice of all board meetings shall be mailed to board members of each county. This notice shall be mailed a minimum of ten days prior to meetings.

SECTION 5. (Special meetings) Special meetings of this board may be called by its Chairman or by a majority of members. Notice of special meetings shall be as described in section 4.

ARTICLE IX BY-LAWS-Amending

SECTION 1. Adoption, amendment, or repeal of BY-LAWS require a simple majority vote of a quorum present at a board meeting of the special operations unit.

ARTICLE X COMMITTEES

SECTION 1. The officers may establish any committee deemed necessary for the efficient operation of this special operations unit. Members of these committees must be members of this special operations team as described in ARTICLE VI.

ARTICLE XI SOP

Section 1. The board shall develop, approve and maintain the standard operation policies of the Tri County Special Operations Unit. All members and operational personnel shall adhere as closely as possible to the established SOP's.

**Tri County Special Operations Unit
By-Laws 2005**

These by laws shall take effect on the approval of a simple majority of those present who vote in the affirmative.

On this _____ Day of _____

The undersigned, Notary Public, did appear the representatives of the Tri County Special Operations Unit Board, as so identified heron, who did acknowledge that they executed the above and foregoing as the act and deed of said individual members of this board as witness my hand and notarial seal.

_____ Notary Public, Shelby County Iowa

_____ Representing Shelby County

_____ Representing Shelby County

_____ Representing Shelby County

_____ Representing Crawford County

_____ Representing Crawford County

_____ Representing Crawford County

_____ Representing Harrison County

_____ Representing Harrison County

_____ Representing Harrison County