

MICHIGAN JOINT FIRE SERVICE COUNCIL

CONSTITUTION

ARTICLE I NAME AND PURPOSE

Section 1. **Name** – This group of fire service associations, agencies, and organizations (including agencies within state government) shall be known as the “Michigan Joint Fire Service Council,” hereinafter referred to as the “Council.”

Section 2. **Purpose** – The purpose of the Council is to address the legislative and funding needs of the fire service in Michigan by:

- a. Facilitating communication among members;
- b. Promoting harmony of action among members;
- c. Initiating, reviewing, and taking a position on state and federal programs, appropriations, and legislation that affect the fire service;
- d. Annually presenting and maintaining an updated statewide legislative priority list.

ARTICLE II MEMBERSHIP

Section 1. **Regular Members** – The regular membership of the Council shall consist of statewide or regional fire service associations, agencies, or organizations involved in the delivery of fire related services.

- A. Regular members are represented by “delegates” as follows:
 - a. Each statewide association, agency, or organization is permitted two (2) delegates. Each regional association is permitted one (1) delegate.
 - b. Delegates of regular members may vote in all matters of the Council.
 - c. Delegates of regular members may hold any office.
 - d. Regular members must pay dues as required by this Constitution.
- B. The following associations, agencies and organizations are regular members:
 - a. Michigan Association of Fire Chiefs (Charter)
 - b. Michigan State Firemen’s Association (Charter)
 - c. Michigan Fire Service Instructors Association (Charter)
 - d. Michigan Professional Fire Fighters Union (Charter)
 - e. Michigan Fire Inspectors Society (Charter)
 - f. Western Michigan Fire Chiefs Association (Charter)
 - g. Southeastern Michigan Fire Chiefs Association (Charter)
 - h. Northern Michigan Fire Chiefs Association (Charter)
 - i. Upper Peninsula Fire Chiefs Association (Charter)

- j. International Association of Arson Investigators, Michigan Chapter (Charter)
- k. Michigan State Police – Fire Marshal Division (5/91)
- l. Michigan Department of Natural Resources (5/91)
- m. Michigan Department of Consumer and Industry Services – Office of Fire Safety (2/99)

Section 2. **Associate Members** – The Associate membership of the Council shall consist of statewide associations, agencies, or organizations which impact the delivery of fire-related services, or impact those associations, agencies, or organizations involved in the delivery of fire-related services, but are generally not involved in the actual delivery of fire-related services themselves.

- A. Associate members are represented by “representatives” as follows:
 - a. Each statewide association, agency, or organization is permitted two (2) representatives.
 - b. Representatives of associate members have no vote.
 - c. Representatives of associate members may not hold office.
 - d. Associate members must pay dues as required by this Constitution.

- B. The following associations, agencies, and organizations are associate members.

Section 3. **Requests for Membership** – Requests for membership in the Council shall be submitted in writing to the Secretary-Treasurer of the Council. The Secretary-Treasurer shall present the written request for membership to the Council at its next regular meeting, for consideration at the following meeting. Membership shall be approved by a two-thirds (2/3) vote of delegates present. Requests shall be submitted through the appropriate official within the requesting group.

Section 4. The delegate(s)/representatives of each member organization shall be designated, in writing, to the Secretary-Treasurer.

ARTICLE III VOTING

Section 1. Only delegates of regular members in good standing shall have voting privileges.

Section 2. Each delegate shall be entitled to one (1) vote on any issue brought before the Council.

Section 3. **Proxy** – In the absence of the delegate, voting shall be permitted by proxy, provided proxy is presented to the Secretary-Treasurer in writing prior to calling the question. The alternate delegate must be present at the meeting to cast the proxy.

Section 4. **Action** –

- A) Formal action shall not be taken on any issue unless the issue is contained in the agenda as mailed to the delegates.
- B) Formal action on positions shall be taken by roll call vote. With a no-opposition vote, the Secretary-Treasurer shall provide written notice to the legislators/committee that the Council is in agreement or disagreement with the proposed legislation.

**ARTICLE IV
MEETINGS**

Section 1. Meetings shall be held at least eight (8) times each year at dates and locations determined by the Council.

Section 2. Additional meetings may be called by the officers, provided that five (5) days notice or approval of two-thirds (2/3) of the delegates is given.

Section 3. **Annual Meeting** – The annual meeting shall be the first meeting of the calendar year.

Section 4. **Rules of Order** – All meetings shall be conducted under Robert’s Rules of Order. A quorum for the conduct of business shall be 1/3 or more of the delegates.

Section 5. **Meeting Agenda** – The subject of meetings shall be to implement the purpose of the Council.

**ARTICLE V
OFFICERS**

Section 1. The officers of the Council shall be the Chairman, Vice-Chairman and Secretary-Treasurer.

Section 2. **Term of Office** – Term of office shall be one year, January 1 through December 31.

Section 3. **Election of Officers** – Officers shall be elected each year at the annual meeting or at the first monthly meeting where a quorum is present. Election shall be by majority vote of the delegates present. Any delegate placed in nomination must consent to serve in that office.

Section 4. **Duties of Officers** –

- A. **Chairman** – The Chairman shall preside at all meetings, appoint committees, and perform other duties and required/requested in carrying out the purpose of the Council.
- B. **Vice-Chairman** – In the absence of or the inability of the Chairman, the Vice-Chairman shall perform all the duties of the Chairman.
- C. **Secretary-Treasurer** – The Secretary-Treasurer shall keep the records and minutes of the Council and shall maintain a current roll of members, delegates and representatives. It shall be the duty of the Secretary-Treasurer to receive and acknowledge all communications of the Council and to perform duties as assigned by the Chairman. He/She shall provide each member a copy of the minutes of each meeting. He/She shall provide written notice of Council actions on proposed legislation as directed by motion.

The Secretary-Treasurer shall be the custodian and depositor of the funds of the Council. He/She shall receive funds and shall disburse such funds by check as herein authorized or upon approval of the membership. All deposits shall be made in the name of the Council in an account authorized by the Council. He/She shall bill all members for dues in January of each year. He/She shall provide a complete summary of all income, disbursements and balances at the annual meeting and whenever requested by the delegates. A written copy shall be made available to any member upon request.

Section 5. **Vacancies in Office** –

- A. **Chairman** – Should a vacancy occur in the office of Chairman, the Vice-Chairman shall immediately assume the office for the remainder of the term.
- B. **Vice-Chairman** – Should a vacancy occur in the office of Vice-Chairman, it shall be filled for the remainder of the term at the next meeting by a majority vote of the delegates present.
- C. **Secretary-Treasurer** – Should a vacancy occur in the office of Secretary-Treasurer, it shall be filled for the remainder of the term at the next meeting by a majority vote of the delegates present.
- D. **Consent** – Any delegate placed in nomination to fill an unexpired term must consent to serve in that office.

**ARTICLE VI
ANNUAL DUES**

Section 1. The amount of dues shall be established annually by a majority vote of the delegates. Dues shall be payable to the Secretary-Treasurer on or before March 31 of each year.

**ARTICLE VII
DISSOLUTION AND DISTRIBUTION**

Section 1. **Dissolution** – No part of the net earnings of the Council shall inure to the benefit of, or be distributable to members, officers, delegates, or other private persons, except that the Council shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in ARTICLE I hereof.

Section. **Distribution** – Upon the dissolution of this Council, the officers shall, after paying or making provision for the payment of all liabilities of the Council, distribute all funds in the Treasury equally among the members in good standing at the time of dissolution.

**ARTICLE VIII
AMENDMENTS**

Section 1. **Process** – The process of amending the Constitution shall be as follows:

- A. Any regular member, through their delegate, may propose an amendment to the Constitution.
- B. When an amendment is proposed, the Chairman shall appoint a committee of five (5) delegates to review the proposal.
- C. The committee shall submit the proposed amendment(s) in writing to the Secretary-Treasurer for distribution to the delegates.
- D. The delegates shall submit the proposed amendment(s) in writing to the regular member associations, organizations, and agencies for action.
- E. Within ninety (90) days, the Council shall vote on the proposed amendment(s).

Section 2. **Requirements** – Two-thirds (2/3) vote of the delegates present is required to amend the Constitution.

ARTICLE IX
EFFECTIVE DATE

Section 1. Amendments to the Constitution shall become effective on the first of the month following the vote.

Constitution originally adopted: 198? (date unknown), Constitution revised May 1991
Constitution revised December 3, 1998; effective January 1, 1999.

CIS/Office of Fire Safety added as a member February 18, 1999.

Michigan Fire Chiefs Association changed to Michigan Association of Fire Chiefs and Associate membership provisions added April 20, 2000.