

K9 Search and Rescue Team Inc.

35 Railroad Avenue, Dolores, CO, 81323 | (970) 882-4746 | Email: k9@k9team.org

By-Laws

Revised 4 Feb 2010
Revised 4 August 2011
Revised 5 April 2012
Revised 4 Apr 2013

Article II – Membership

Any person interested in the objectives and purposes of the Team who is approved by 2/3 vote of members voting may become a member, for so long as he/she abides by all rules, regulations, resolutions and Section – 1 Eligibility criteria.

Section 1 - Eligibility

No applicant convicted of or under indictment for any felony shall be accepted.

All members, human & canine, shall have proper and current immunizations or provide appropriate titer or waiver.

Canine handler members shall within one year of assuming membership, at their own expense, successfully complete and maintain certification in Emergency Medical Responder or higher level training as defined by local standard of care. Failure to enroll shall result in suspension from search-field pending enrollment. Upon suspension, failure to enroll in next available training shall result in termination. Should course be failed, canine handler shall enroll in next available course; second course failure shall result in handler's termination. This eligibility requirement shall be waived if handler already has certification of Medical Responder or higher level status as defined by local standard of care.

Responding members, who are not canine handlers, shall within one year of assuming membership, at their own expense, successfully complete and maintain certification in Wilderness First Aid or higher level training as defined by local standard of care. Failure to enroll shall result in suspension from search-field, pending enrollment. Upon suspension, failure to enroll in next available training shall result in termination. Should course be failed, responding member shall enroll in next available course; second failure will result in member's termination. This eligibility requirement shall be waived if said member already has certification of Medical Responder or higher level status as defined by local standard of care.

Other membership requirements may be established by policy upon simple majority vote of members voting.

Section 2 – Responsibilities

Team shall keep all documentation of training current.

Professionalism in both dress and conduct is required. Not exhibiting professionalism shall be considered detrimental to Team as referred to in Section 11 – Termination.

Section 3 – Training

Training shall be scheduled as often as necessary to maintain proficiency, but not less than twice monthly.

Section 4 – Leave of Absence

Any search qualified member unavailable for two or more days, or Colorado Division member out of paging distance for any period of time, is required to notify Team Commander or his designee.

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Section 5 – Active Membership

Active membership shall be granted when member has met application and probationary member status requirements and is accepted by 2/3 vote of members voting.

Any active member who has not attended an average of 75%, by hour, of scheduled Team activities in person or electronically for previous three consecutive months may be dropped from membership and/or may be ineligible for Team funds. Any active member missing Scheduled Team Activity may apply prior to event to Training Unit Leader or, in absence, to Operations Section Chief, requesting recording of event, if available. Viewing recording shall constitute attendance if submitted before end of reporting period. All Scheduled Team Activities shall be logged appropriately in member's personal log book to be verified by Division Supervisor or staff member. Decision of Team is final.

All active members who file indemnity releases by current annual meeting shall be automatically reinstated; failure to do so may result in termination by majority vote of members voting.

Section 6 – Associate Membership

Associate membership shall be granted when member applies in writing and receives approval by simple majority vote of members voting.

Associate members are exempt from all hourly requirements, documentation, and are eligible for pre-approved Team funds if it benefits Team. Associate members may assist with any Team activity with approval of appropriate staff member and may hold office. Active members transferring to associate membership shall retain seniority.

All associate members who file indemnity releases by annual meeting shall be automatically reinstated; failure to do so may result in termination by majority vote of members voting.

Section 7 – Probationary Member

Probationary membership shall be granted for active member applicants. Probationary member will complete all requirements of New Member Academy, National Interagency Management System (NIMS) as specified in American Society for Testing and Materials (ASTM), New Mexico Field Certification, appropriate level First Aid, Health Care Provider CPR, Amateur Radio License, Field Uniform, Pack Requirements and Physical Standard. Probationary membership shall not exceed one year; six month extension may be granted by simple majority of members voting. If requirements are not met, member will be terminated.

Probationary members shall be allowed to hold office.

All probationary members who file indemnity releases by annual meeting shall be automatically reinstated; failure to do so may result in termination by majority vote of members voting.

Section 8 – Membership Age Ratio

For each member under age eighteen there will be at least one member over age eighteen.

Section 9 - Cadet Member

Cadet member status applies to teenagers ages 16-18. At age 16 cadet members exhibiting sufficient skill and maturity may be allowed to participate in missions with approval of Strike Team Leader, Operations Section Chief or Team Commander. Cadets with active parent/guardian on Team may become canine handlers at age 16 with approval of Team Commander or his designee. Cadet response shall be subject to requesting agency's guidelines.

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All cadet members who file indemnity releases signed by parent/guardian by annual meeting shall be automatically reinstated; failure to do so may result in termination by majority vote of members voting.

Section 10 – Junior Cadet Member

Junior Cadet Member status applies to children ages 11-15 whose parent or legal guardian is active Team member. Junior Cadets are ineligible to vote, draw funds or hold office. Junior cadets shall be allowed to participate in all activities, except missions, in uniform as specified, in company of and directly supervised parent or guardian Team member, subject to approval of Strike Team Leader, Operations Section Chief, or Team Commander.

All junior cadet members who file indemnity releases signed by parent/guardian by annual meeting shall be automatically reinstated; failure to do so may result in termination by majority vote of members voting.

Section 11 – Termination

Conduct detrimental to Team, including mistreating canine, may be grounds for termination of membership. Inappropriate conduct shall be reviewed in executive session called for that purpose. All rulings shall be decided by 2/3 vote of members voting.

Said member shall be informed of such termination in writing by Team Commander or his designee. Said member shall have fifteen calendar days to enter written rebuttal in his/her defense. Written rebuttal shall be reviewed by membership for possible reinstatement.

Upon termination for any reason, said member may reapply for membership after one year or longer as new applicant. If application is rejected, said former member will be permanently excluded from reapplication.

Article III – Meetings of Membership

Section 1 – Parliamentary Procedure

Meetings shall be conducted following Robert's Rules of Order, latest edition.

Section 2 – Quorum

Quorum requires at least three voting members.

Section 3– Voting Rights

At all annual, regular or special meetings each active, probationary, associate or cadet member shall have one vote upon each issue presented. Suspended members are ineligible to vote.

Members may cast vote physically, electronically or by proxy at any annual, regular or special meeting.

Votes may be cast by proxy only if issue of said vote is specified on proxy.

Questions are deemed approved by a simple majority of members voting unless otherwise specified.

Section 4 – Election of Staff

Annual meeting of Team shall be held on first Thursday in January, unless otherwise ordered by Team Commander or designee, for election of Command and General Staff by majority of members voting, and any other business properly presented.

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Section 5 – Regular Business Meetings

Regular business meetings shall be held monthly on first Thursday, unless rescheduled, and shall be open to public, with right of executive session. Written minutes shall be taken at each meeting without exception by Plans Section Chief or designee, shall be available upon request, and shall be provided to membership before next business meeting.

Section 6 – Special Meetings

Special meetings may be called at any time by Team Commander or Plans Section Chief; minimum 24 hours advance notice required.

Section 7 – Committees

Team Commander or his designee shall have the right to establish or abolish committees. Team Commander shall be ex-officio member of all committees.

Article IV – Staff

Section 1 – Specification of Staff Member Appointment

Staff Members of Team shall align with Incident Command System and National Interagency Management System.

Staff Members may be removed from office by 2/3 vote of entire membership.

Section 2 – Command Staff

Command Staff shall consist of Incident Commander, Safety Officer, Liaison Officer, and Public Information Officer.

Section 3 – General Staff

General Staff shall consist of four section chiefs: Operations, Plans, Logistics, and Finance.

Section 4 – Board of Directors

Board of Directors shall consist of Command Staff and General Staff. Board of Directors shall have full power and authority over Team, except it may not overturn vote of membership except in cases of emergency declared by Team Commander or his designee.

Section 5 – Support Positions

Support positions shall be appointed as required.

Section 6 - Term of Office

All staff positions shall be for term of one calendar year, commencing with Annual Meeting in January.

Article VII – Amendments

By-laws may be repealed, altered, or amended by 2/3 vote of members voting, provided thirty days notice thereof is given, or emergency is declared by Team Commander or designee.

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By-Laws Amendments

Amendment One:

Article II, 3rd paragraph, second sentence:

They (Associate Members) may be allowed to go out in the search field with the approval of the Field Operations Leader on an individual basis. (5 Nov 1992)

Amendment Two:

Article II, section 2 – Responsibilities, first paragraph, second sentence:

All members will document attendance at either ¾ of provided classroom and field training or equivalent training to the satisfaction of the Team Leader, Field Operations Leader and the Training Officer. Failure to do so may render that member ineligible to attend. (5 Nov 1992)

Amendment Three:

Article II, section 5 – Voting Rights:

In order for a quorum at least three members must be present. (5 Nov 1992)

Amendment Four:

Article VII – Amendments:

...at any annual meeting, regular meeting, or at any special meeting... (5 Nov 1992)

Amendment Five:

Article VII – Amendments:

Delete does not reduce requirements or standards of the K-9 Search & Rescue Team.
(3 Feb 1994)

Amendment Six:

Article II, section I – Eligibility - third paragraph:

Replace Emergency Medical Technician and/or EMT throughout with Emergency Responder of higher level of training as defined by local standard of care. (3 Feb 1994)

Amendment Seven:

Article II, section I – Legibility – third paragraph:

Delete any handler under the age of 18 and all support people, within one year of assuming membership shall take and pass the Advanced First Aid Course. If said member chooses not to take the class, the member will be suspended from the search field until such time that said member enrolls in an Advanced First Aid Class. After once being suspended, the handler will enroll in the next available Advanced First Aid Class or be terminated from membership. (3 Feb 1994)

Amendment Eight:

Replace K-9 Search & Rescue Team throughout with K-9 Search & Rescue Team, Inc. (3 Feb 1994)

Amendment Nine:

Summary: Delete references to the American Rescue Dog Association.

Article I. Delete “with the American Rescue Dog Association, as well as”

Article II. Section 3. Paragraph 1. Delete “as per American Rescue Dog Association requirements”

Paragraph 2. Delete in its entirety

Section 4. Delete “and meet with American Rescue Dog Association requirements”

Article III. Section 4. Delete in its entirety.

Article IV. Section 5. Delete “of equal or better standards than those set by the American Rescue Dog Association” and insert “and”.

Article VII. Delete “or conflict with American Rescue Dog Association requirements” (Mar 1999)

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Amendment Ten:

Delete in its entirety, Article II, 3rd paragraph: reference the associate member program (1 Jan 2004)

Amendment Eleven:

Delete Amendment One, Article II, 3rd paragraph, 2nd sentence (adopted 5 Nov 1992) (1 Jan 2004)

Amendment Twelve:

Article II. Section 1 - Eligibility

Delete "will be full blooded, registerable German Shepherds; said dogs". (1 Jan 2009)

Amendment Thirteen

Article III. Section 1 - Election of Officers

Delete "Officers and selection of board representatives", and replace with "Command and General Staff". (1 Jan 2009)

Amendment Fourteen

Article III. Section 3 - Special Meetings

Delete "Team Leader or Secretary", and replace with "Incident Commander or Documentation Unit Leader". (1 Jan 2009)

Amendment Fifteen

Article IV - Officers

Delete Sections 1 through 5 and replace with:

Section 1 - The officers of K-9 Search and Rescue shall align with the Incident Command System and the National Interagency Management System as closely as possible.

Section 2 - Command Staff: The Command Staff shall consist of an Incident Commander and a Public Information Officer.

Section 3 - General Staff: The General Staff shall consist of four Section Chiefs; Operations, Plans, Logistics, and Finance.

Section 4 - Board of Directors shall consist of the Command and General Staff.

Section 5 - Support positions shall be appointed as required. Any position not appointed shall be filled by the appropriate supervisor position. (1 Jan 2009)

Amendment Sixteen

Article II. Section 1 - Eligibility, Fifth Paragraph

Delete in its entirety. (5 Feb 2009)

Amendment Seventeen

Article II. Section 2 - Responsibilities

Delete "Team Leader, Field Operations Leader and the Training Officer" and replace with "Team Commander, Operations Section Chief, and the Training Unit Leader". (5 Feb 2009)

Amendment Eighteen

Article II. Section 6 - Leave of Absence

Delete "Team Leader" and replace with "Team Commander". (5 Feb 2009)

Amendment Nineteen

Article II. Section 8 - Termination

Delete "Team Leader" and replace with "Team Commander". (5 Feb 2009)

Amendment Twenty

Article IV. Section 1 – Specification of Officer Appointment

Insert "Team Inc." after "K-9 Search and Rescue". (5 Feb 2009)

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Amendment Twenty-One:

Article II, Section 3: Requirements of the Team

“The K-9 Search & Rescue Team Inc. shall not have less than three trained dogs and one dog in training.” Delete in its entirety. (4 Feb 2010)

Amendment Twenty-Two:

Article II, Section 7: Probationary Member

Delete “or equivalent for all Divisions other than Colorado”. (4 Apr 2013)