



IAEM-USA Region 7 Bylaws - Revised, 13MAR24

Article I - Name

Section 1: Organization

The United States Council of the International Association of Emergency Managers (IAEM-USA) is a non-profit organization incorporated by and under the laws of the Commonwealth of Virginia. IAEM-USA Region 7 is a recognized as a properly constituted Region under IAEM-USA, and therefore operates under the laws of the Commonwealth of Virginia.

Section 2: Members IAEM-USA Region 7 is made up of the IAEM-USA members living in Iowa, Kansas, Missouri, and Nebraska.

Article II - Purpose

The purpose of Region 7 is to provide a forum for IAEM-USA member involvement in regional and national / international emergency management issues.

Article III - Membership

Section 1: Eligibility

Anyone who is a member in good standing of IAEM-USA and living in Iowa, Kansas, Missouri, or Nebraska is automatically a member of IAEM-USA Region 7.

Section 2: Rights of Membership

Members are considered to be "in good standing" if all applicable dues, fees and other amounts owed are paid in full. Members in good standing are expected to abide by the Bylaws and the Code of Ethics.

A. Individual, Affiliate and Life members in good standing have the right to vote on:

- 1) Amendments to the Bylaws.
- 2) Election of officers and directors.
- 3) Matters of business arising at the Annual General Membership Meeting.

B. Members are eligible to hold office and leadership roles within IAEM-USA or IAEM-USA Region 7. Life Members and Student Members may not hold office.

Section 3: Dues and Fees

There are no additional dues and fees over and above the regular IAEM-USA membership dues and fees to belong to IAEM-USA Region 7.



Article IV - IAEM-USA Region 7 Leadership Board

Section 1: Leadership Board

The IAEM-USA Region 7 is governed by a Leadership Board. The Leadership Board is comprised of:

- A. Officers.
- B. State Representatives from each state within IAEM-USA Region 7; Iowa, Kansas, Missouri, and Nebraska.
- C. Ex-Officio Representatives: Immediate Past President and Student Representative

Section 2: Officers

The officers of IAEM-USA shall be the President, Vice President, and Secretary/Treasurer.

Section 3: Duties of Officers

- A. The IAEM-USA Region 7 President shall serve as a member of the IAEM-USA Board of Directors to represent the region. Participation is required at all meetings of the IAEM-USA Board including monthly conference calls, Annual Conference, Mid-Year meeting, and any special meeting sessions called by the President of IAEM-USA, unless an excused absence is granted.
- B. The IAEM-USA Region 7 Vice President shall perform the duties of the President when the President is not available. In addition, the Vice President will assist the President with their duties, and perform other duties as assigned by the President.
- C. The Secretary/Treasurer shall take minutes of IAEM-USA Region 7 meetings. The Secretary/Treasurer, in accordance with the bylaws, will conduct issues involving the voting on proposed by the law changes. The Secretary/Treasurer will maintain accurate, up-to-date records of all monies and other valuables belonging to IAEM-USA Region 7.

The Secretary/Treasurer will prepare a report on financial matters and make it available to all members of IAEM-USA Region 7. The Secretary/Treasurer position is responsible to ensure compliance with all IAEM-USA rules, regulations, policies, and procedures concerning monies and assets held by IAEM-USA Region 7.

Section 4: State Representatives

A state representative from Iowa, Kansas, Missouri, and Nebraska, are selected from the membership of IAEM-USA Region 7. State representatives are part of the IAEM-USA Region 7 Leadership Board and directly appointed by the IAEM-USA Region 7 President.

Duties include:

- A. Represent their home state on the Leadership Board
- B. Serve as a liaison to the IAEM membership within their home state to the IAEM-USA Region 7 Officers



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Section 5: Ex-Officio Representatives

- A. Immediate Past President
 - a. The IAEM-USA Region 7 Immediate Past President shall assist the new President in representing IAEM-USA Region 7 as needed for a 1-year term. This is a non-voting member of the Leadership Board.
- B. Student Representative
 - a. The Student Representative is an ex-officio position elected by IAEM-USA Region 7 membership and appointed by IAEM-USA Region 7 President based on election results. If no Student Representative is elected, the IAEM-USA Region 7 President may appoint one. This position is not mandatory and is elected based on availability. Should represent the concerns and interests of students to the Leadership Board. This is a non-voting member of the Leadership Board.

Section 6: Qualifications for Officers

- A. All Officers and Representatives must be an IAEM-USA member residing in Iowa, Kansas, Missouri, or Nebraska and in good standing for the entire term of office.
- B. To be elected or appointed an officer, a member shall meet the following requirements:
 - 1) Is an active IAEM-USA member for two consecutive years prior to seeking office.
- C. No individual may hold more than one office at the same time.

Section 7: Method of Selection and Intent to Run for Officer

The IAEM-USA Region 7 Officers are elected and appointed by IAEM-USA Region 7 members by a vote. The election will take place utilizing the electronic voting capability of the IAEM-USA website. Elections will take place at least 30 days in advance of the IAEM-USA Annual Meeting and Conference. Results of the election will be announced at the Annual Meeting and Conference.

Newly elected or re-elected officers will take their office during the IAEM-USA Annual Meeting and Conference. Candidates interested in pursuing election as a Region 7 officer may make announcements and communicate with members in accordance with the IAEM-USA Bylaws and any applicable policies and procedures.

- A. The position of Vice President is elected on odd years or when a vacancy occurs by a majority vote of IAEM-USA Region 7 members during an authorized election.

Section 8: Term of Office

The term of office for all officers will be a single two-year term. The term will begin at the IAEM-USA Annual Meeting and Conference. The Secretary/Treasurer may run for re-election and succeed themselves in their respective office if all eligibility requirements are met.



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Section 9: Sudden Vacancy in Elected Offices

- A. If a sudden vacancy occurs in the office of President, the Vice President will automatically assume the office of President.
- B. If a sudden vacancy occurs in the office of Vice President, the position will remain vacant until the next election of officers.
- C. If a vacancy occurs simultaneously in the office of the President and Vice President, the Secretary/Treasurer will serve as President Pro-Tempore and will initiate a call for nominations to elect an interim President who will hold office until the next regularly scheduled regional election.

Section 10: Officer Succession

- A. When the incumbent President fulfills the obligated two-year term, they will transition to the Immediate Past President (Ex-Officio) and the Vice President will succeed to the President position.
- B. When a Vice President transitions to President, an authorized election will be initiated to elect a new Vice President.
- C. The President will appoint the Secretary/Treasurer position.
- D. Immediate Past President (Ex-Officio) are only obligated to serve one-year or may serve a two-year term at their discretion.

Article V - Amendment of Bylaws

These Bylaws may be amended by a two-thirds (2/3s) majority of the votes cast from the active membership of IAEM-USA Region 7. Votes to amend the by-laws can be made in person at the IAEM-USA Annual Meeting and Conference – during the IAEM-USA Region 7 Caucus – or electronically, utilizing the capabilities of the IAEM-USA website.

Article VI - Disclaimer of Endorsement

No individual member or group of members representing the Association shall have authority to endorse or recommend any product, service, or organization in the name of the Association, or by elected or appointed title unless so authorized by the IAEM-USA Board of Directors (not the Region 7 Leadership Board).

This document shall take effect immediately upon its passage by IAEM-USA Region 7 IAEM-USA members and the IAEM-USA Board of Directors, and supersede all constitutions and bylaws previously adopted.