



OKLAHOMA STATE FIREFIGHTERS ASSOCIATION CONSTITUTION

(Updated 6/16/2018)

ARTICLE 1 — GENERAL

Section 1. This organization shall be known as the Oklahoma State Firefighters Association. The Oklahoma State Firefighters Association hereafter referred to as the Association.

Section 2. Purpose. The purpose of this organization shall be to create, maintain and perpetuate a fraternal spirit among its members; to assemble in convention and there devise ways and means of improving the fire fighting service by appropriate discussion, lectures, debates and mutual exchange of ideas; to cooperate with the various state departments and agencies, to suggest helpful legislation and to educate its membership and improve the service and to enhance the value and dignity of their profession and to be instrumental in promoting improved conditions for the firefighters of the State of Oklahoma.

Section 3. The Association headquarters shall be located at 2716 N.E. 50th St., Oklahoma City, Ok. 73111.

Section 4. The employees and officers authorized to receive and administer funds of the Association shall be bonded in an amount approved by the Executive Board, hereafter referred to as the Board.

ARTICLE 2 — MEMBERSHIP

Section 1. The membership of this Association shall consist of Active Members, Active Non-Pension Members, Active Life Members, Honorary Life Members, Associate Members, Pension Members, Honorary Members, Honorary Associate Members, and Limited Members. All members will pay dues in accordance with Article 8 of this constitution.

Section 2. Active Members: All members of fire departments, participating in the Oklahoma Firefighters Pension and Retirement System, who are not receiving pension benefits, shall be eligible for active membership in this Association upon the payment of the annual dues for every member of that department as provided by Article 8, Section 1 of this constitution. They shall have the right to attend the annual conventions, to take part in the discussion of and participate in all deliberations of the Association and shall be entitled to vote, through their delegates, on all matters coming before the Association convention. The basis of Active Member representation shall be determined according to Article 9, Section 1, of this constitution.

Section 3. Active Non-Pension Members: All members of fire departments, not participating in the Oklahoma Firefighters Pension and Retirement System and who are still active on their fire department, shall be eligible for active non-pension membership in this Association upon the payment of the annual dues for every member of that department as provided by Article 8, Section 1 of this constitution. They shall have the right to attend the annual conventions, to take part in the discussion of and participate in all

deliberations of the Association and shall be entitled to vote, through their delegates, on all matters coming before the Association convention. The basis of Active Non-Pension Member representation shall be determined according to Article 9, Section 1, of this constitution. Active Non-Pension Members may run for the Executive Board and serve fully in that capacity if duly elected. There may only be one Active Non-Pension Member representative on the Oklahoma State Firefighters Association Board at any given time.

Section 4. Active Life Members: Any person who has rendered the Association, or the purposes thereof, some especially meritorious service may be elected to Active Life membership by a unanimous vote of all delegates present and voting at the annual convention, and shall have the rights and privileges of Active members, but shall not be required to pay dues. All Past Presidents of this Association shall automatically become Active Life members and upon proper registration at the annual convention shall be a Delegate at Large. Retired Active Life Members cannot run for an elected Board office.

Section 5. Honorary Life Members: Any person who has rendered this Association, or the purposes thereof, some meritorious service may be elected to Honorary Life Membership by a majority vote (50% plus 1 vote) of the delegates present and voting at the annual convention and shall be entitled to admission to the Annual Convention, but shall have no vote nor be required to pay dues.

Section 6. Associate Members: All companies engaged in the manufacture or sale of apparatus, appliances or devices for fire prevention, fire protection or firefighting, and other kindred organizations, shall be eligible for an Associate membership in this Association upon payment of the annual dues as provided by Article 8, Section 3 of this constitution and upon presentation of certificates showing their dues have been paid shall be entitled to admission to the annual conventions, but shall have no vote.

Section 7. Pension Members: All persons receiving a pension may become Pension Members of the Association upon submission of annual dues according to the provisions of Article 8, Section 2 of this constitution. Failure to submit dues will serve to forfeit the right of said member to participate actively in the annual convention as stated in Article 9, Section 2 of this constitution. Said member shall be entitled to receive all newsletters, bulletins, and other pertinent information published and mailed from the Association.

Section 8. Honorary Members: Persons having rendered this Association, or the purposes thereof, some meritorious service may, by a majority vote (50% plus 1 vote) of the delegates present and voting at the annual convention, be enrolled as honorary members for the current year. Honorary Members shall have the right to attend the convention, but shall have no vote nor be required to pay dues.

Section 9. Honorary Associate Members: Various State Agencies and Departments, Fire Inspection Bureaus, other State Associations, and other kindred organizations, may, by a majority vote (50% plus 1 vote) of the delegates present and voting at the annual convention, be enrolled as Honorary Associate members of the Association. Honorary Associate Members shall have the right to attend the convention, but shall have no vote nor be required to pay dues.

Section 10. Limited Members: Any Oklahoma fire department not eligible for pension benefits with an annual budget that does not exceed the limits specified in Article 9, Section 5 of this constitution shall be eligible for Limited Membership in the Association upon payment of annual dues as provided by Article 8, Section 4 of this constitution. Said department shall be entitled to use the film library, to receive one copy of each newsletter, bulletins, and other pertinent information published and mailed from the Association. Limited members shall have the right to attend the convention, and shall have one delegate per department at the annual convention. Departments whose budget exceeds the limits set forth above and whose members are Limited Members as of June 16, 2017, shall be grandfathered and may remain Limited Members as long as dues remain current. Once dues are delinquent or the department chooses to adopt the membership status of Active Members or Active Non-Pension Members, they shall no longer remain grandfathered under this clause.

Section 11. All members shall continue as such as long as they remain qualified for their respective class of membership and otherwise comply with the constitution and by-laws of the Association.

ARTICLE 3 — ELECTED OFFICERS

Section 1. The officers of the Association shall consist of President, First Vice President, Second Vice President, Third Vice President, and Immediate Past President. These officers shall be known as the Board. Board officers shall be required to seek the office of the next higher Board chair at each annual convention after initial election. The Board President shall be required to move into the Immediate Past President's position in the year following his or her term as President. This section in no way shall be construed to prevent an Active Member of this Association, not holding a Board office, from running for an elected Board office. There shall be at least one of the officers of the Board who is a Volunteer Firefighter. Members of the Association seeking an elected Board office shall be active members as defined by Article 2, Section 2 of this constitution. Under no circumstance shall any fire department have more than one elected member serving on the Board, but this will not restrict Board appointments according to Article 3, Section 5 of this constitution.

Section 2. Officers of the Association, except the Immediate Past President, shall be elected by the delegates on the last day of each annual convention. A majority (50% plus 1 vote) of the votes cast by the delegates present and voting shall constitute an election. In the event a candidate for elected office does not receive a majority of the votes cast a run-off election shall be held between the two (2) candidates receiving the highest number of votes cast.

Section 3. The Association shall purchase from its General Fund a red blazer for the new incoming member or members of the Executive Board, with a pocket crest of the Oklahoma State Firefighters Association emblem for his or her use during his or her tenure of service as a member of the Board. At the end of his or her term the said member is allowed to keep the blazer and crest.

Section 4. One additional person shall serve as a liaison officer on the Board. He or she shall be retired from an organized fire department of the State of Oklahoma, and shall be the President of the Oklahoma Retired Firefighters Association or his or her designee and shall serve at the expense of the Oklahoma Retired Firefighters Association. He or she shall be recognized as the "Board" liaison officer, and serve in an advisory capacity but shall have no vote on the Board.

Section 5. In the event of a resignation, death disability or any other vacancy of an elected Board Officer, the remaining members of the Board may at their discretion, within the requirements of Article 3 of the Association Constitution, appoint a person or persons to serve until the next convention.

Section 6. Removal of a Board Officer: In the event a Board officer is charged as having been guilty of conduct unbecoming that is detrimental to the reputation of the Association, and after a fair and impartial hearing, the Board shall have the power to suspend such officer, if the facts so warrant. No such hearing shall occur, however, until written charges have been submitted to the Board and a correct copy thereof transmitted to the Board officer being charged by registered mail. Charges may be brought forward by any member of the Association. In the event charges are brought forward by one Board officer against another Board officer, the Board officer so charging and the Board officer being charged shall not occupy their respective seats on the Board during the hearing. The hearing board shall be comprised of the remainder of the Board officers not being charged. The hearing shall be presided by the ranking officer present at the hearing. All parties shall be notified in writing of the date, time and location of the hearing. The order of procedure for the hearing shall be as follows:

- a) The presiding officer shall present a recitation of the charges before the hearing board.
- b) Presentation of evidence by the charging person followed by questioning by the presiding officer or any member of the hearing board.
- c) Presentation of evidence by the board officer being charged followed by questioning by the presiding officer or any member of the hearing board.

d) Opportunity for rebuttal testimony or additional evidence and questioning by interested parties may be allowed at the discretion of the presiding officer.

e) Closing statement by the charging person and the person so charged.

Following the hearing, the hearing board shall make a decision concerning the charges and will notify all parties concerned in writing of its decision. If the Board officer is found to be guilty of the charges, the Board Officer shall immediately stand suspended from his or her office and the Board shall immediately take possession of all properties belonging to the Association. The Board officer so suspended shall have the right of appeal to the delegates present and voting at the next annual convention.

ARTICLE 4 – DUTIES OF THE ELECTED OFFICERS

Section 1. Duties of the President: The President shall be the Associations Chief Executive Officer and shall discharge all duties pertaining to said office. The President shall preside at all meetings of the Association and Board. The President shall be the ex officio Chairman of all committees and shall appoint all committees, subject to the approval of the Board. The President shall at all times be subject to the direction of the Board and shall carry into effect, as far as possible, the policies, rules and regulations as formulated by the Board, insofar as the same do not conflict with the Constitution and By-Laws of the Association. The President shall insure that all committees operate according to the Constitution and By-Laws and approved policies of the Association.

Section 2. Duties of the First Vice President: The First Vice President shall assist the President in conducting the business and carrying out the policies of the Association. The First Vice President shall, in the absence or disability of the President, assume the responsibility of the President. The First Vice President shall serve as liaison of the Board to the Legislative Committee. The First Vice President shall perform other such duties as prescribed by the Board.

Section 3. Duties of the Second Vice President: The Second Vice President shall assist the President and First Vice President in conducting the business and carrying out the policies of the Association. The Second Vice President shall, in the absence or disability of the President and First Vice President, assume the responsibility of the President. The Second Vice President shall serve as the liaison of the Board to the Educational and Advisory Committee. The Second Vice President shall perform other such duties as prescribed by the Board.

Section 4. Duties of the Third Vice President: The Third Vice President shall assist the President, First Vice President and Second Vice President in conducting and carrying out the policies of the Association. The Third Vice President shall serve as the liaison of the Board to the Safety and Health Committee. The Third Vice President shall perform other such duties as prescribed by the Board.

Section 5. Duties of the Immediate Past President: The Immediate Past President shall assist the President, First Vice President, Second Vice President and Third Vice President in conducting the business and carrying out the policies of the Association. The Immediate Past President shall represent the Association at National Firefighters Memorial Services when an Oklahoma Firefighter is being recognized. The Immediate Past President shall perform other such duties as prescribed by the Board.

Section 6. Duties at Convention: The officers shall attend all annual conventions of the Association and shall be Delegates at Large by virtue of their office.

ARTICLE 5 – RESPONSIBILITIES OF THE BOARD.

Section 1. Supervision: The Board shall exercise direct supervision over the affairs of the Association and shall have full and complete jurisdiction over all business conducted by the Association, and its decisions shall represent the final judgment of the Association unless appealed to and reversed by the Convention delegates as hereafter provided. The Board shall also meet in the City hosting the next annual convention for the purpose of assisting the local fire department, city officials and other interested parties in

formulating plans and developing program material for the convention. The Board shall, after the close of each annual convention, convene for the purpose of disposing of such business as may have been referred to it by the delegates of the convention. Other meetings of the Board may be called by the President, or upon request by a majority of the Board, the President shall call a meeting of the Board at such place as he or she may designate. A majority of the Board shall constitute a quorum.

Section 2. Executive Director: The Executive Director shall be appointed for the term of one year by a majority vote of the Board at the Board's Annual meeting at the close of each Association's Annual Convention. The Board shall employ an Executive Director whose terms and conditions of employment shall be set by the Board and who shall serve at the pleasure of the Board. The Executive Director so appointed shall, except in the event of death, removal, or resignation, hold the position until the next annual meeting of the Board. He or she shall at all times be subject to the direction of the Board.

Section 3. Financial Audit: The Board shall cause a financial audit from an outside firm of public accountants of the receipts and disbursements of the Association at the end of the fiscal year. The Board shall also cause a report of the financial audit to be printed in the annual convention proceeding book.

Section 4. Citation of a Member: The Board shall have the power to cite any member of the Association to appear before it and to show cause why he or she should not be expelled whenever a complaint shall have been made to the Board that the member has been guilty of conduct that is detrimental to the reputation of the Association. If said member be found guilty, he or she shall stand expelled from the Association for a period of two (2) years or until he or she shall have been restored to the membership by the action of the Association. Members so expelled by the Board may appeal to the delegates seated at the annual convention.

Section 5: The Association "Policies and Procedures" shall be submitted annually by the Executive Director for Board amendments and/or approval.

Section 6. Association Budget: The Board shall approve, adopt or amend the Association budget and the annual convention budget upon recommendation of the President and the Executive Director. The Executive Director shall prepare a line item budget with supporting details for Board approval at the October meeting. The Association budget shall be approved by January 1 of the following calendar year. Copies of the Association budget shall be available to the membership at the Association office and at the annual convention.

Section 7. Fees: The Board shall establish conference, training, education fees, museum admission and other fees deemed necessary.

Section 8. Reimbursement for Expenses Incurred: The Board shall establish the amounts and items to be reimbursed for expenses incurred by any member of the Board, Committees or other members serving in an official capacity of the Association.

ARTICLE 6 – ASSOCIATION EMPLOYEES

New Section 1. The Executive Director: The Executive Director shall serve as the Association Director of Operations. The responsibilities of the Executive Director shall include, but not be limited to, the interpretation and administration of the Association's Policies and Procedures subject to the review and/or the direction of the Board, carrying out the directives of the Board, approving expenditures pursuant to subsequent Board review and approval, supervising Association employees and submitting offers of employment for Board approval.

Section 2. Compensation: The salaries, benefits, and all other forms of compensation for the Executive Director and other Association employees shall be determined by the Board.

Section 3. Duties of the Executive Director: The Executive Director shall keep a correct record of the proceedings of the Association. He or she shall collect and receive all monies due to the Association and receipt therefore, disbursing the same only on warrants signed and countersigned by those designated by the Board. He or she shall make a monthly report of the receipts and disbursements to the Board. At the expiration of his or her term of office, he or she shall immediately deliver to the Board all monies, securities, books, papers, documents, and all other effects under his or her office or under his or her control. He or she shall, at times, be subject to the direction of the Board. He or she shall procure and file, with the President of the Association, a sufficient Surety Bond covering employees in such sums as the Board may designate. The cost of the bond shall be defrayed from the funds of the Association. The Executive Director or his or her designee(s) shall oversee implementation of legislative efforts for the Association. The Executive Director may, with the consent of the Board, employ such persons as necessary in the operation of his or her office. The Association Directors shall be appointed by a majority of the Board, upon recommendation of the Executive Director or the Board. They shall assume those duties assigned to them by the Executive Director and approved by the Board and, in the absence of the Executive Director, they shall perform the duties of the Executive Director.

ARTICLE 7 – COMMITTEES AND THEIR DUTIES

Section 1. The Standing Committees of the Association shall be the Legislative Committee, Educational Advisory Committee, and the EMS Committee and such other committees as may be found necessary by the Board.

Section 2. The Legislative Committee:

- a) The Legislative Committee shall draft such bills for the enactment of Legislation as the Association may designate, see that such legislation is intelligently presented to the members of the State Legislature, and to have the same introduced and endeavor to have same passed and enacted into law. In addition, this committee shall initiate and develop firefighter legislative education.
- b) Labor management legislation not specifically addressed at the annual convention shall not be opposed or promoted unless labor and management are in total agreement and then only as directed by the Board.
- c) Only legislation vetted and approved by the Legislative Committee and/or the Board will be supported by the Association.

Section 3. Educational Advisory Committee: It shall be the duty of the Educational Advisory Committee to research, develop and implement educational programs for firefighters in the State of Oklahoma.

Section 4. The EMS Committee: It shall be the duty of the EMS Committee to identify, research, and discuss issues which affect Fire Based EMRA'S and Fire Based EMS in the State of Oklahoma. These issues shall include but not be limited to funding, rules, and regulations.

Section 5. Meetings of all committees of the Association shall be open to all members.

ARTICLE 8 – MEMBERSHIP DUES

Section 1. Active members as defined in ARTICLE 2, Section 2 of this constitution and Active Non-Pension Members as defined in ARTICLE 2, Section 3 of this constitution shall submit annual dues in the sum of fifty-six dollars (\$56) per member of which three dollars (\$3) will be placed in the firemen’s museum and memorial account to be used for continued maintenance and possible future expansions of the memorial and/or museum.

Section 2. Pension Members of the association as defined in Article 2, section 6 of this constitution shall submit annual dues in the amount of twenty one (\$21) per person of which five dollars (\$5) will be deposited to the Oklahoma Retired Firefighters Association, three dollars (\$3) will be placed in the firemans museum and memorial account to be used for continued maintenance and possible future expansions of the memorial and/or museum and thirteen dollars (\$13) will be deposited with the association.

Section 3. All Associate Members shall pay annual dues as determined by the Board.

Section 4. Limited Members: All Limited Members as defined in Article 2, Section 9 of this constitution shall submit annual dues in the amount of one hundred dollars (\$100) per department and shall have all privileges as set forth in Article 2, Section 9, of this Constitution.

Section 5. Active Member dues shall be transmitted to the Association on or before January 15 of each year unless a quarterly method of payment is elected. Failure to pay dues shall automatically work as an extension of the deadline, but in no event will an extension be granted beyond thirty (30) days prior to the Annual Convention of the Association. If a quarterly method of payment is elected, one-fourth (1/4) of the dues must be submitted on or before July 15 (directly following the Annual Convention of the Association in June of each year), one-fourth (1/4) on or before October 15, one-fourth (1/4) on or before January 15, and the balance on or before April 15. The Fire Chief and/or a Fire Department representative shall receive the Association dues request for their Fire Department.

Section 6. Reinstatement: A forfeited membership may be reinstated only by written application to and with approval of the Board.

Section 7. Any fine assessed by the convention against any member or delegate shall be paid on or before the last business session of the annual convention of the Association.

ARTICLE 9 – DELEGATES TO CONVENTION

Section 1. Active members as defined in Article 2, Section 1, in good standing shall be entitled to the following representation at the annual Conventions of the Association.

Number of Members	Number of Delegates Allowed
Limited Member	1 delegate
1 thru 15	2 delegates
16 thru 30	3 delegates
31 thru 45	4 delegates
46 thru 60	5 delegates
61 thru 75	6 delegates
76 thru 90	7 delegates

Departments having in excess of ninety (90) active members of the Association will be allowed seven (7) delegates for the first ninety (90) members and one delegate for each fifteen (15) members above the first ninety (90) active members of the Association on their department, or major fraction thereof. The voting strength of the department shall be determined by the Association’s Member Summary Report as set out in Article 8 Section 1 of this constitution, including new members whose dues are accepted forty-five (45) days prior to the annual convention of the Association. Delegates at Large are not included in the number

of allotted delegates. A department's civilian employees are not eligible as active members of the Association and are not entitled to any of the privileges herein.

Section 2. Pension Members shall convene at a time and place set by the Executive Board of the Oklahoma Retired Firefighters Association for the purpose of discussing issues and electing delegates to the annual convention of the Association. Past Presidents of the ORFA, excluding Association Past Presidents, shall be Delegates at Large and all other elected delegates must be Pension Members of the Association. Pension Members shall be entitled to no more than five (5) delegates excluding Delegates at Large. Each delegate will have one vote and must be registered and submit credentials as provided in Section 4 of this Article. Pension Members may attend and address the Annual Convention.

Section 3. Not less than forty-five (45) days prior to the annual convention of the Association, the Fire Chief and the members of the fire department shall conduct an election for the purpose of selecting delegates and alternates to the annual convention of the Association. Such election shall be by secret ballot and each member of the fire department who is a member of the Association shall have an opportunity to place their name in nomination. After the election, all election results will be posted and each delegation shall elect a chairman who shall serve as the representative to the Association for a period of one year.

Section 4. Credentials of the delegates and alternates shall be sent to the Association ten (10) days prior to the date of the annual convention. No delegate or alternate shall be seated in the convention without credentials having been filed with the Association, unless he or she is seated by a majority vote of the recognized delegates of the convention. In the event a delegate cannot attend the Convention, an alternate from his or her city may be registered as a delegate, if approved by the Credentials Committee. The Credentials Committee shall make a determination arising from disputes in total membership in relation to the number of delegates allowed for each department. Such determination shall be subject to appeal to the Board and convention floor, respectively. To cast his or her vote, a delegate, or alternate, must be present in person and have his or her proper credentials. There shall be no voting by proxy.

Section 5. Any Title 11, Title 19, or Title 18 volunteer fire department whose municipality, county or corporate income to its general fund during a fiscal year is less than that ascribed in O.S. 11 §49-122 paragraph C (less than \$25,000) may choose a one-day registration at the annual convention of the Association. The one-day registration shall be for the business meeting/voting session day only, which is generally on Saturday. The cost of the registration shall be one-third the cost of the normal convention registration rounded up to the nearest whole dollar. Any delegate wishing to attend the convention under the authority of this section must be pre-registered for the convention.

ARTICLE 10 - CONVENTION

Section 1. Selection of the Host City: When possible, selection of the Host City shall be made two (2) years in advance, by a majority (50% plus one vote) of the votes cast by the delegates present and voting at the annual convention. If no city makes a request to host the Convention, the selection of a site will be made by the Board.

Section 2. The Host City shall provide a General Convention Chairman, who shall appoint those committees deemed necessary to conduct the Convention. In addition to those committees appointed by the General Convention Chairman, the Board shall appoint the following committees, and their duties shall be as follows:

Credentials Committee: The Credentials Committee shall meet one day prior to the convening of the convention. They shall be furnished with all credentials received by the Association and shall carefully examine same and prepare a roster of delegates and alternates to the Convention as provided in Article 9 of this constitution, and they shall submit the roster to the Convention for approval. The committee shall be responsible for the registration of and issuing of proper badges to all delegates, members and guests.

Section 3. Sergeant at Arms: The Sergeant at Arms shall be appointed by the President and at all times assist the President or presiding officers of the Convention in maintaining proper decorum in the

Convention, admit to the Convention only such persons as are entitled to admittance, and do all things usually pertaining to such office. The Sergeant at Arms, with the approval of the President, may appoint an assistant, or assistants, as he or she deems necessary, to assist in carrying out the above duties.

Section 4. Any city asking to host the annual Convention shall have adequate hotel accommodations and shall furnish a suitable place for holding the annual convention to include, but not be limited to, a general convention hall, committee meeting rooms, if necessary audio and visual equipment, and a suitable storage area.

Section 5. The Board shall be responsible for preparing the agenda of the annual convention of the Association to include topics and presenters. They shall delegate to the President and/or the Executive Director the ability to negotiate all contracts for food, banquet entertainment, meeting facilities, hotel(s), and the President shall negotiate any or all other expenses incurred in conducting the annual convention. The amount of registration fee shall be determined by the Board.

Section 6. The David Bain Award. The David Bain Award may be awarded at the annual convention of the Association to recognize any individual who has provided service both to their community and to the Association and who has attributes that coincide with involvement in youth programs through church, school, and/or community, who provides a role model for other leaders, and has proven to be a person of courage and impeccable character. This award will be decided upon by the Board from among the applications received not less than forty-five (45) days prior to the start of the annual convention. Applications may be submitted at any time prior to the deadline. If this award is presented, it shall be presented at the annual convention.

ARTICLE 11 – AMENDMENTS TO THE CONSTITUTION

Section 1. Proposed amendments to the constitution shall be submitted by registered mail or hand delivered by an active member over his or her signature to the Association office or the Board, with date affixed and a receipt given, not less than sixty (60) days preceding the opening day of the annual convention of the Association. The Board shall there upon cause the Executive Director to transmit a copy of the proposed amendment to each affiliated department of the Association. At the next annual convention of the Association, the proposed amendment may be called to a vote and if two-thirds (2/3) of the delegates present and voting shall vote for the adoption of the amendment, it shall be declared adopted and become a part of this constitution.

ARTICLE 12 – LEGISLATIVE RESOLUTIONS

Section 1. Resolutions which propose new statutory law or laws or amendments to existing statutory law or laws shall be submitted by registered mail or hand delivered to the Association office, with date affixed and receipt given, by an active member over his or her signature to the Board or to the office of the Association not less than sixty (60) days preceding the opening day of the annual convention of the Association. The Board shall thereupon cause the Executive Director to publish the resolution and transmit a copy to each affiliated department of the Association. At the next annual convention of the Association, each resolution shall be called to a vote. If a majority (50% plus one vote), of the delegates present and voting shall vote for the adoption of the resolution, it shall be declared adopted and transmitted to the Legislative Committee.

Section 2. The Legislative Committee shall thereupon make a thorough study of the proposed resolution, and ultimately reduce it to a drafted bill. Said drafted bill shall be published in its final form and transmitted to each affiliated department of the Association not less than sixty (60) days preceding the opening day of the annual convention of the Association. The written bill resolution shall then be called to a vote, and if a majority (50% plus one vote) of the delegates present and voting shall vote to adopt the bill in its final form, the bill shall thereupon be transmitted to the Legislative Committee with instructions to introduce the bill into the next annual session of the Legislature.

Section 3. There shall be no emergency clause attached to a resolution when presented to the convention. It shall be the duty of the delegates assembled at the Association annual convention to attach the emergency

clause by a two-thirds (2/3) vote if they deem it necessary. In the event the bill should pass, it shall be declared an emergency measure and the Legislative Committee shall be instructed to draft the bill and introduce it in the next annual session of the Legislature. In the event the emergency clause is defeated, the resolution shall be handled as set forth in Section 1 of the Article.

ARTICLE 13 – AFFILIATED ORGANIZATIONS

Section 1. Any affiliated organization may negotiate with the Executive Director for required services, pending approval of the Board.

ARTICLE 14 – IN-LINE-OF-DUTY ACCIDENTAL DEATH BENEFIT

Section 1. Benefit Requirements:

- a) All active dues paying members of the Association are eligible for death benefits from an accidental in-line-of-duty death.
- b) The accidental death benefit shall be paid to eligible survivors of a paid or volunteer firefighter when the death is due caused by accidental bodily injuries sustained in the line of duty, directly and independently of all other causes.
- c) Upon notification to the Association's office, the benefit will be paid at the time of death to the surviving spouse; if there is no surviving spouse, then in equal shares to all unmarried children under eighteen (18) years of age.

Section 2. Terms:

- a) The Association shall deposit twenty-five cents (25¢) per member per year into a fund for payment of the death benefits, effective January 1, 1985.
- b) The amount to be paid from the fund for accidental in-line-of-duty death shall be two thousand dollars (\$2,000). If the fund is depleted, a special assessment may be imposed as determined by the Board.
- c) Donations may be made to this fund by anyone at any time.
- d) In case of dispute, the Board will make the final determination.
- e) This benefit is not an insurance policy but an immediate benefit available to active members of the Association.

ARTICLE 15 – INCLUSION ON THE WALL OF VALOR

Section 1. Inclusion on the Wall of Valor shall be applicable to Active Members, Active Non-Pension Members, Active Life Members, and Pension Members, as defined in Article 2, Sections 2, 3, 4, and 7 of the Constitution of the Oklahoma State Firefighters Association, who die from the following causes:

- a) Any death where the member died of an injury incurred while engaged in emergency or non-emergency duties on the job.
- b) Death of the member from a heart attack or stroke as a result of an emergency incident or non-emergency duties on the job or as a result of the job, when the heart attack or stroke occurs with twenty-four (24) hours of the conclusion of the emergency incident or training exercise.
- c) Death of the member while off duty, but as a direct result of the performance of the functions of a firefighter at an emergency scene, or similar circumstances, (i.e. "Good Samaritan").

Section 2. If a non-member firefighter dies as a direct result of emergency activities of the non-member while operating at an emergency scene on Oklahoma soil, the firefighter may be considered by the Wall of Valor Committee for inclusion on the Wall of Valor.

Section 3. The Wall of Valor Committee shall be comprised of the Presidents, or their designees, of the Oklahoma State Firefighters Association, the Oklahoma Retired Firefighters Association, and the Oklahoma Fire Chiefs Association. This committee shall be chaired by the Executive Director of the organizations. The committee shall have the authority to determine as to whether or not a death falls within the categories listed above and the authority to rule on formal appeals.

BY-LAWS

ARTICLE 1. ORDER OF BUSINESS

Section 1. The following shall be the regular order of business on the closing day of the annual conventions of the Association:

1. Call to order
2. Invocation
3. Keynote Address
4. Seating of Delegates
5. Association Committee Reports
 - A. Legislative Committee
 - B. Educational Advisory Committee
 - C. Safety and Health Committee
 - D. Financial Advisory Committee
 - E. Memorial Fundraising Committee
 - F. Fire Services Committee
 - G. Brent Hatcher Benevolent Fund
 - H. Any other special committees
6. Report of Convention Committees
 - A. Final Credential Committee Report
 - B. Distribution of Ballots
 - C. Report of Resolutions Committee
 - D. Final Report of Nominating Committee
 - E. Correspondence from Host City
 - F. Balloting
7. Report of Officers
 - A. Executive Director's Report
 - B. President's Report
 - C. Executive Board Comments
 - D. Installation of Officers
8. Old Business
9. New Business
10. Report of Special Resolutions Committee
11. Assessment of Fines
12. Adjournment
13. Section 2. The President shall have the right to deviate from the order of business as deemed necessary.

ARTICLE 2. RULES OF ORDER

Section 1. The current edition of Robert's Rule of Order shall be the authority on all parliamentary questions unless otherwise modified by the Constitution and Bylaws. The President, with the approval of the Board, shall appoint a parliamentarian.

Section 2. Every delegate speaking on any question shall address the chair giving their name and the department to which they belong. No delegate shall speak more than twice on any question before the convention except by approval of the majority (50% plus one vote) of the delegates present and voting. This section shall not apply to members of committees.

Section 3. All balloting on Legislative and Constitutional Resolutions, Elections of Officers, Selection of Host City and By-Law amendments shall be by printed ballot with the exception that Election of Officers may be done by acclamation if there is only one person seeking a Board Office. Said ballots shall be distributed to all registered delegates on the final day of convention. The delegates will mark their ballot and surrender it to a specially appointed committee of counters when that order of business is called by the President. Ballots which are deemed mutilated will be void and no lost ballots will be replaced.

ARTICLE 3. AMENDMENTS

Section 1. Proposed amendments to the By-Laws shall be submitted by registered mail or hand delivered by an active member over his or her signature to the Association office or the “Board”, with date affixed and a receipt given, not less than sixty (60) days preceding the opening day of the annual convention of the Association. The Board shall there upon cause the Executive Director to transmit a copy of the proposed amendment to each affiliated department of the Association. At the next annual convention of the Association said proposed amendment shall be called to a vote and if a majority (50%+1) of the delegates present and voting shall vote for the adoption of the amendment, it shall be declared adopted and become a part of these By-Laws.

Section 2. Constitutional Resolutions, Legislative Resolutions and By-Laws Resolutions may be amended under suspended rules. The rules may be suspended upon proper motion, if approved by seventy-five (75) percent of the delegates present and voting.