

HENDRY COUNTY EMERGENCY SERVICES COUNCIL

Bylaws

ARTICLE I

Name

Section 1. The name of this group shall be the Hendry County Emergency Services Council.

ARTICLE II

Purpose

Section 1. The purpose and scope of the activities of this Council shall include the following:

- A. To study and analyze problems associated with providing emergency services throughout the Hendry County service area.**
- B. To develop and promote standards for those providing emergency services throughout the Hendry County service area.**
- C. To encourage and assist in the training and education of the agencies responsible for providing emergency services.**
- D. To foster and promote research and utilization of improved methods of emergency services.**
- E. To develop the concept that emergency service providers must be prepared to adequately handle major disasters involving a large portion of the community.**
- F. To identify problems within Hendry County that could pose a threat to:**
 - a. Life Safety**
 - b. Property Preservation and Community Resiliency**
 - c. Protection of the Environment**

- G. To present items to the Board of County Commissioners that have been voted on by the Council as “posing a threat” to items identified in Article II, Section 1.**
- H. To serve as the Local Emergency Management Stakeholder Advisory Committee, a non-binding body that meets at least annually (State of FL FY) during the regularly scheduled Council meeting to provide input on Emergency Management program preparation, implementation, evaluation and revisions, in accordance with EMPA Grant funding requirements.**

ARTICLE III

Membership

Section 1. The membership of the Hendry County Emergency Services Council shall be composed of the following organizations:

**City of Clewiston
City of LaBelle
Fire Departments
 Clewiston Fire Department
 Felda Fire Department
 LaBelle Fire Department
 Montura-Flaghole Fire Department
 Pioneer Plantation Fire Department
Hendry County BOCC
Hendry County Administrator
Hendry County Public Safety – E911
Hendry County Public Safety – Emergency Management
Hendry County Public Safety – Fire/EMS
Law Enforcement:
 Clewiston Police Department
 Hendry County Sheriff’s Office**

Each organization shall be entitled to one representative and one alternate. The names of the designated representative shall be submitted in writing to the Council. Each organization shall also designate, in writing, an alternate representative. In the absence of the representative, an alternate will represent their agency. Only the

named representative (or the named alternate in the representative's absence) shall be permitted to vote.

ARTICLE IV

Meetings

Section 1. The Council shall hold regular meetings not less often than quarterly, at such time and place as designated by the Council Chair.

Section 2. Special meeting of the Council may be called at any time by the Council Chair.

Section 3. Notice of the time, place and purpose of all regular meetings and special meetings of the Council shall be mailed (emailed) to each member of the Council, not less than five days before such meetings, whenever possible.

Section 4. One-third of all voting members present at meetings of the Council shall constitute a quorum for the transaction of any business at any regular or special meeting of the Council.

Section 5. Each named organization representative, or named organization alternate, shall be entitled to one vote at any meeting of the Council.

Section 6. All members of the Council shall be required to attend at least 50% of the annual regular and special meetings as mentioned above in Section 1 and 2 of the Article. An annual absence from more than 50% of the meetings without acceptable cause shall be considered as resignation from the Council.

Section 7. The Council shall maintain a permanent record of all proceedings at its regular and special meetings. An accurate record of the minutes shall be kept. The mechanism shall be established by the Council and may be accomplished by use of an electronic recording unit, detailed transcription, or by taking of adequate minutes.

ARTICLE V

Committees

Section 1. The Council Chair is empowered to appoint with the approval of the Council, such permanent or standing committees as are deemed necessary for the successful execution of the Council programs.

Section 2. A nominating Committee shall present at the fourth quarterly meeting a slate of nominees for officers of the Council for the upcoming term. The Nominating Committee shall be composed of three members of the Council appointed by the Council Chair.

ARTICLE VI

Officers

Section 1. The members of the Council shall elect the following Officers at the fourth quarterly meeting:

- A. Council Chair
- B. Council Vice-Chair

Section 2. The term of office of all Officers of the Council shall be one year. The term will begin at the first meeting following the election.

ARTICLE VII

Fiscal Year

Section 1. The fiscal year of the Council shall be from the first day of January to the last day of December, inclusive.

ARTICLE VIII

Section 1. These bylaws may be amended by the two-thirds vote of the membership present by voting at any regular or special meeting of the Council after notice of such proposals for an amendment has been given to all members as provided in these Bylaws.

Section 2. Notice of any proposed amendment shall be submitted in writing to all members of the Council not less than (30) days prior to the meeting at which such amendments are to be considered.

ARTICLE IX

Rules of Procedure

Section 1. All meetings of the Emergency Services Council and any permanent standing committees shall be conducted and governed by Parliamentary Procedure and usage as contained and set forth in “Robert’s Rules of Order-Revised Edition” unless otherwise provided for in these Bylaws or except where modifications of such rules is required because of the nature of the work to be accomplished by this Council.