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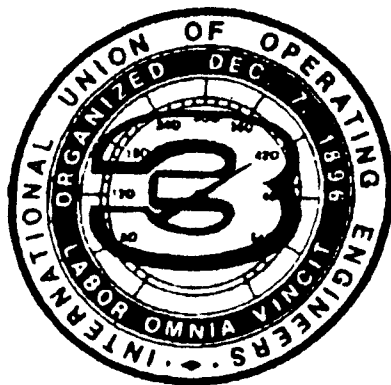
# CONSTITUTION AND BYLAWS



# CONSTITUTION & BYLAWS



## SAN FRANCISCO DEPUTY SHERIFF'S ASSOCIATION



**CONSTITUTION & BYLAWS**  
**SAN FRANCISCO**  
**DEPUTY SHERIFFS' ASSOCIATION**

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# **CONSTITUTION & BYLAWS**

## **SAN FRANCISCO DEPUTY SHERIFFS' ASSOCIATION**

**EFFECTIVE**

July 1, 1999

### **ARTICLE I**

The name of this organization shall be known as the San Francisco Deputy Sheriffs' Association. For the sake of brevity the organization may also be referred to as the "SFDSA" or "DSA."

### **ARTICLE II PURPOSE**

*Section 1:* The purpose of the Association is as follows:

- a. To provide representation for its members, as necessary and as provided for in these Bylaws, in matters relating to employment, working conditions and benefits;

To provide and maintain a "labor organization" (as the term is used in section 501 (c) (5) of the Internal Revenue Code) that has as its principal purpose the representation of its employees in such matters as wages, hours of labor, working conditions, economic benefits and to maintain a professional political

organization of the peace officers employed by the City and County of San Francisco;

- b. To promote and encourage the continuance and improvement of a disability and retirement system for peace officers employed by the City and County of San Francisco;
- c. To support the highest professional standards for peace officers by encouraging the departmental establishment of training, promotional opportunities, and to encourage educational incentives for its members to continue higher education through accredited institutions and other methods of instruction;
- d. To support and encourage strict adherence to the merit system provided by Civil Service and to support and encourage a system of competitive examinations for both entrance and promotion under Civil Service (Human Resources);
- e. To encourage activities which improve the morale and general welfare of the members; and
- f. To encourage activities among the association members that provide community services in the San Francisco Bay Area.

*Section 2:* The Association shall take the necessary measures toward the accomplishment of these purposes.

*Section 3:* The Association name shall not be used for any purpose not related to Association business, without the majority approval of the Board of Directors present at the meeting.

### **ARTICLE III MEMBERSHIP**

*Section 1:* There shall be two (2) classes of membership in this Association:

a. **Active Members**

1. Active membership shall be limited to full-time, paid peace officers of the San Francisco County Sheriffs' Department, including those Deputy Sheriffs' on leave of absence as approved by the Department.
2. All members in good standing shall have the right to examine the books, reports and correspondence of the Recording Secretary or the Treasurer of the Association, upon request;
3. All members who are terminated, or otherwise dismissed by the Department, shall remain in good standing in this Association, until such time as all their appellate rights have been exhausted (including Local, State and Federal levels);
4. Any member who is dismissed or terminated and who appeals such dismissal or termination, may

remain a member in good standing pending the outcome of said appeal (including any judicial review thereof), upon a majority vote of the Board of Directors at a General or Special Meeting, may elect to pay the dues of any such dismissed or terminated person out of the general funds of the Association pending the outcome of the appeal, but in no event shall this payment be longer than one year from the date of separation.

b. Retired Members

1. "Retired Membership" shall be available to all active members in good standing upon their retirement.

Retired Members may pay dues to the Association but not to the Operating Engineers Local Union No. 3.

Retired Members may receive discount admittance to all SFDSA events.

## **ARTICLE IV**

### **MEMBERSHIP — BARGAINING UNIT**

*Section 1:* The Association is affiliated with the Public Employees Division of the Operating Engineers, Local Union No. 3 of the International Union of Operating Engineers, AFL-CIO.

*Section 2:* The Bargaining unit members, represented by the Association pursuant to Section 3500 et seq. of the California Government Code, shall also be members in good standing of the Public Employees Division of the Operating Engineers, Local Union No. 3 of the International Union of Operating Engineers, AFL-CIO.

## **ARTICLE V DUES**

*Section 1:* Dues of the Association shall be set by vote of the general membership.

- a. Members of the bargaining unit shall pay Association dues and dues set and approved by the Public Employee Division of the Operating Engineers, Local No. 3.
- b. Retired members: Retired members may pay five dollars (\$5.00) per month dues to the Association. Retired members shall also pay the cost of maintaining any insurance or other benefit available through their Association membership.

*Section 2:* Payment of dues shall be an authorized payroll deduction from each member. Retired membership will be paid directly to Treasurer.\*

(\* See Article III, Section b)

- a. Payment thus made shall be for the pay period for which the deduction was drawn.

- b. Members paying dues by salary deduction shall be considered in active status as long as the deduction authorization is in effect.
- c. Any member who is drafted into service for the Armed Forces of the United States, who is mobilized (activated) as a member of the Military Reserve or National Guard for a National or State emergency, shall remain an active DSA member without payment of dues for the duration of their Military obligation, involving National or State emergency. This section does not apply to the normal obligation of Reserve/National Guard status (Summer camp or meetings) in any of the above military units.

### *Section 3: Change of Dues*

- a. If a change of Association dues is to be considered, the membership shall be advised in writing by the Secretary through the Shop Stewards. Members shall vote by secret ballot given to the Shop Stewards at the monthly general body meeting. For dues changes, ballots shall be at the work sites for a minimum of fifteen (15) days prior to collection. Ballots will be returned to the Secretary via ballot boxes at a designated time for collection. A majority vote of ballots returned is necessary to change the dues structure.

- b. Changes in dues to the Public Employees Division of the Operating Engineers, Local No. 3 shall be set in accordance with the Union's Bylaws.

## **ARTICLE VI**

### **OFFICERS OF THE ASSOCIATION**

*Section 1:* Management of the Association's business shall be vested in its Board of Directors. The Board of Directors shall consist of seven (7) Executive Officers (President, Vice-President, Secretary, Treasurer, Sergeant-at-Arms, Parliamentarian and Immediate Past President) and Shop Stewards as determined by the number of facilities and satellite units needing representation.

- a. **PRESIDENT:** The President shall be the chief executive officer and shall preside at all meetings of the Association and of the Board of Directors. The President shall enforce a strict observance of the Bylaws and all other laws, rules, and regulations applicable to the governing of the Association and the Board of Directors. The President shall be empowered to designate committees and appoint membership there to, which are not provided for. The President shall be an ex officio member of all committees. The President shall require all officers of the Association to diligently and faithfully perform their duties, and it shall be the President's duty to forthwith report to the Board of Directors any dereliction that

may come to the President's notice. The President shall announce the decision of the Association or the Board of Directors on all subjects. The President shall sign all reports, certificates, documents or correspondence that may be required. The President shall perform other duties as the nature of said office or a majority of the board may require. The President shall call meetings of the Board of Directors and the Association as provided by these Bylaws.

Duties of the president's office may also include:

- a. Attending S.F. Board of Supervisor's Meetings, including relevant Budget Committee Meetings,
- b. Maintaining communication with the Mayor/ Mayor's Office representative(s),
- c. Maintaining communication with the designated Operating Engineer's Local 3 Business Representative regarding any potential disciplinary proceedings, or actions and or appeals thereof.
- d. Maintaining close communication with Shop Stewards and all sworn staff, by making scheduled and random visits to all facilities.
- e. Attending all pertinent S.F. Labor Council Meetings.
- f. Representing SFDSA at (CCLEA) and other professional organization meetings.

- g. Fostering constructive relationships with local, state and national law enforcement organizations.
  - h. Taking his/her own initiative to promote the purposes of the DSA as stated in Article II., Section 1 through Section 3 of the DSA Bylaws.
- b. **VICE-PRESIDENT:** In the absence of or the inability of the President to act, the Vice-President shall assume the powers and duties of the office of President. In the event of the absence or disability of both the President and the Vice-President, the Board of Directors shall select a President pro tempore from their membership who, while so acting, shall possess all the powers of that office. The Vice-President shall insure that committee reports are made on time. The Vice-President shall provide direction for committees in cooperation with the chairperson. The Vice-President shall insure that the committee chairperson submit reports in accordance with the Bylaws.
- c. **SECRETARY:** Shall keep the roll of the members, current and complete minutes of all meetings of the Association and of the Board of Directors. The Secretary shall oversee, at the Deputy Sheriff's Association administrative offices, an accurate filing system for recall of all reports, minutes and correspondence pertaining to Association business as

needed. The Secretary shall attend to all correspondence and issue all notices, documents and communications not otherwise provided, for the necessary transaction of business of the Association and as provided by the Bylaws. The Secretary shall at all times keep inventory of the contents of any safe deposit box and shall perform such other duties as may be required by said office or by the Board of Directors. The Secretary shall submit all the books, records, papers, documents, etc. in said possession or under said control to an authorized auditor whenever requested. At the expiration or sooner termination of the Secretary's tenure of office, the Secretary shall deliver to said successor all books, documents, files, papers, equipment and/or other matters belonging to the Association or to said office. The Secretary shall notify the general membership and the Board of Directors of all regular and special meetings of the Board and the Association in accordance with the Bylaws. The Secretary shall inform the Treasurer immediately of any checks that were issued during the Treasurer's absence or unavailability, and give the pertinent information as required by the Treasurer.

- d. **TREASURER:** Shall maintain the financial records and funds of the Association and make necessary disbursements, in accordance with the Bylaws. The Treasurer shall retain the services of a professional

bookkeeper subject to the approval by the Board of Directors for the preparation of all financial statements, County, State, and Federal corporate tax returns and general accounting services as required. The Treasurer will be responsible to see that the above functions are carried out properly and in a timely manner. Association funds shall be maintained in accounts as named by the Board of Directors and the Bylaws. Checks drawn on Association funds shall require two signatures when funds to be disbursed are in the amount of one thousand dollars (\$1,000) or more: That of the President, Vice-President, the Secretary, or the Treasurer. The Treasurer shall issue checks up to and not exceeding three hundred dollars when requested by legitimate 501(c). 3 non-profit organizations as directed by the Executive Board, except in cases of San Francisco Political campaign contribution, which the Treasurer can issue checks up to five-hundred dollars. No personal expense funds shall be drawn without the submission of an expense statement indicating the date and reason for such expense and approved by the Executive Officers. Should the Association affiliate with another dues-paying organization, the Treasurer shall also collect dues on behalf of that organization and forward same to such affiliated organization.

- e. **SERGEANT-AT-ARMS:** The Sergeant-at-Arms shall maintain order at all Association meetings. The Sergeant-at-Arms shall pass out and collect all documents during all meetings. The Sergeant-at-Arms will also maintain an attendance sign-in log at each meeting which he/she will give to the Secretary at the completion of each meeting.
- f. **PARLIAMENTARIAN:** Association Bylaws and Robert's Rules of Order shall govern the conduct of the Association Business. The Parliamentarian, appointed by the President and ratified by the Board of Directors, shall be well versed in said rules and Bylaws, and shall attend all meetings of said Board and Association. In the event of a conflict, the Bylaws will prevail.
- g. **IMMEDIATE PAST PRESIDENT:** Liaison with the incoming President. Ex officio of the Negotiations Committee. In the absence of the President and Vice President, will preside over the Shop Steward training and general membership meeting.
- h. **SHOP STEWARDS:** Shop stewards are elected at large from the members assigned to specific divisions and units and shall be the rank of Deputy Sheriff. Additional Shop Stewards may be added to new divisions and units upon the approval of the Board of

Directors. The current Shop Steward representatives are as follow:

1. One Shop Steward for each jail on each watch (mid-night, day and swing). The current jail facilities in this area are County Jails #1, 2, 3, 7, 8 and 9. Additionally, Treasure Island Brig, upon opening.
2. One Shop Steward assigned to the following areas:
  - 1- Alternative Programs
  - 1- Backgrounds, R&D and Training
  - 1- City Hall
  - 1- Administration & Civil
  - 1- Hall of Justice Courts
  - 1- McAllister Street Courts
  - 1- SFGH - Ward 7D
  - 1- Transportation
  - 1- YGC Courts
  - 1- Classifications
  - 1- Central Warrant Bureau
  - 1- Station Transfer Unit
  - 1- CAD 911 Unit
3. One Shop Steward elected from the ranks of Senior Deputy, Sergeant, Lieutenant and Captain/Chief Deputy for a total of four.

## **ARTICLE VII TERMS OF OFFICE**

*Section 1:* The offices of President, Vice President, Secretary, Treasurer and Sergeant-at-Arms shall be for two years. These offices shall be for two years beginning January 1, 1999.

*Section 2:* The offices of Shop Stewards shall be for two years. These offices shall be for two years, with the next term beginning January 1, 2000.

## **ARTICLE VIII ELECTION OF OFFICERS**

*Section 1:* The President, prior to the September meeting in odd-numbered calendar years, shall appoint a nominating committee from the ranks of the active members. The committee will nominate candidates for Executive Officers in odd number years and Shop Stewards in even number years. In the October general body meeting the nominating committee shall present to the membership incumbent nominations. Additional nominations may be received from the floor by the conclusion of the meeting.

*Section 2:* At the November general body meeting the nominating committee shall make available ballots to each Shop Steward for the purpose of each active member to vote. A space for a write-in candidate for each position will be on the ballot. A letter size envelope and a legal size

envelope shall also be made available. Instructions for voting shall be provided to each active member by the Shop Steward.

*Section 3:* Ballots shall be returned via the ballot box at the December general body meeting. Prior to opening of the ballot boxes, the nominating committee chair will use a check off list, to ensure that all ballot boxes have been received from each facility and all satellites. No ballots will be counted, until all ballot boxes are present. Ballots shall be opened and counted before the members present. Those members elected by a majority of the returned ballots shall assume office as of the January general body meeting. The number of votes counted for each candidate shall be announced.

## **ARTICLE IX ELIGIBILITY FOR EXECUTIVE OFFICERS POSITION**

*Section 1:* Active members of the Association, who are also members of the bargaining unit shall be eligible for Executive Officers (President, Vice-President, Secretary, Treasurer and Sergeant-at-Arms) in the Association, in accordance with the Bylaws, if they meet the following requirements:

- a. At least two (2) years seniority as a member, with at least one (1) year service on a committee or verified attendance of at least fifty percent (50%) of the gen-

eral body meetings. Attendance will be determined by an attendance sign-up sheet maintained by the Secretary. The nominee must meet the requirements for attendance within the two (2) years prior to their nomination; and

- b. Submission of an application for nomination endorsed by at least two (2) active members of the Association.
- c. Any Executive Officer having incurred a formal suspension, or having been charged with a criminal offense shall voluntarily resign his/her position on the DSA Executive Board for the remainder of their term.

*Section 2:* Retired members may not hold office in this Association.

*Section 3:* Deputy Sheriffs running for office in this Association must be on full or modified duty status at the time nominations are made for the office.

*Section 4:* Only sworn staff in the ranks of 8302 through 8314, who meet the above requirements, may run for and hold an Executive Officer position.

*Section 5:* When assuming an office on the Executive Board the officer must be on full or modified duty status.

## ARTICLE X

### VACANCY OR RESIGNATION OF OFFICE

*Section 1:* The office shall be deemed vacated when the elected officer terminates employment with the San Francisco Sheriff's Department, either by resignation, extended leave of absence, retirement, or by resignation of said office.

*Section 2:* Offices shall be deemed vacated when any Board of Director member (Executive Officer and/or Shop Steward) misses two or more Board of Directors training meetings and/or two or general membership meetings with an unacceptable reason to the Board or general membership. The Secretary shall keep the attendance records and advise the Board of Directors when an officer appears in default. The Board of Directors shall present the default records at the next regular monthly meeting for a floor vote to determine if the office shall be deemed vacated. The DSA President has the power to excuse Board of Director members from scheduled meetings.

*Section 3:* Offices shall be deemed vacant when the elected officer is no longer a member of the Bargaining unit, either through advancement to a rank not represented by the Association, or by cancellation of membership in the Association.

*Section 4:* Shop Steward positions shall be deemed vacant when an elected steward transfers from said unit or is pro-

moted to a rank higher than 8306 Senior Deputy. If a Senior Deputy shop steward through Captain/Chief Deputy is promoted to another rank, then the position would be deemed vacant.

*Section 5: Removal from the Board of Directors for Cause:*

- a. Charges against any member of the Board of Directors may be filed in writing with the Board of Directors at any monthly general body meeting by a member of the Association in good standing. Said charges shall be referred to a special investigating committee of five (5) members of the Board of Directors. The committee will consist of three (3) selected by the President and two (2) members selected by the Vice-President. If the charges are against the President, the Vice-President shall choose three (3) members and the Secretary shall choose (2) members. If the charges are against the Vice-President, the President shall choose (3) members and the Secretary shall choose two (2) members. The accused Board member shall not be a member of the investigating committee.
- b. A two-third (2/3) vote of the entire membership of the Board of Directors of the Association will be necessary to impose any action on a member found guilty of any wrong doing.

- c. The removed Director may request appeal to the Association within fifteen (15) days from the vote of the Board of Directors, and if the Association by a majority vote of the Board of Directors affirm the vote, the action of the Board shall stand as the vote of the Association. After such affirmation, such member's position on the Board of Directors shall be declared vacant and filled like any other vacancy.

## **ARTICLE XI**

### **FILLING VACANCY OF OFFICE**

*Section 1:* If the office of any member of the Board of Directors, with the exception of the President, is vacated during the first eighteen (18) months of a term, the President shall call for a special election.

- a. If the vacancy occurs in the last six months of the term, the Board of Directors shall appoint a successor from eligible candidates.

*Section 2:* If the President vacates said key office, it shall be filled by the Vice-President.

*Section 3:* Special Elections may be called upon when a vacancy for the office of the Vice-President, Secretary, Treasurer and Sergeant-at-Arms occurs.

*Section 4:* If the Secretary's office is vacated, the President shall provide ballots to the shop stewards at the next general meeting for the entire membership. Returned

ballots will be due at the next general membership meeting. The nominating committee shall count the ballots and the person receiving a majority vote shall be notified as the newly elected officer of said appointment. Said officer shall be seated as the first order of business at the next meeting of the Board of Directors.

*Section 5:* If a vacancy occurs under Section 3 above, the President shall appoint a nominating committee from the General Membership, who shall prepare a list of candidates prior to the ballots being mailed. The list shall comply with Article IX, Section 1: a and b.

*Section 6:* If a vacancy occurs for the position of shop steward, the President shall appoint a person(s) to hold a nomination, balloting and an election process (at the facility or satellite), to fill the position. The outcome will be reported at the next General Meeting.

## **ARTICLE XII MEETING — GENERAL**

*Section 1:* General meetings of the Association shall be held the second Wednesday of every month, except when the second Wednesday of the month is a legal holiday, or unless announced by the Secretary no less than seventy-two (72) hours before scheduled meeting. If the second Wednesday is a holiday, the Secretary shall post the adjusted general meeting date for that month at least sixty (60) days prior to the meeting. Each member of the Board

of Directors shall receive an agenda for the monthly general membership meeting during the monthly training meeting. The Executive Board shall make an effort to hold at least two (2) or more General Body meetings at the San Bruno facility.

*Section 2:* Meetings of the Board of Directors are open to the general membership. General members are allowed to speak during this meeting. Only Board of Directors members are allowed to vote on issues discussed during the meeting.

*Section 3:* Voting shall be open. Secret ballots are permitted only when considering a benefit for an individual member, or when any Board member asks for a secret ballot. Proxy voting is not authorized.

*Section 4: Overrule of Board of Directors by Membership:*

- a. To overrule an action voted in by the Board of Directors a written request of seventy-five (75) members of the Association in good standing shall be delivered to any Executive Board Member of the Association within thirty (30) days of passage of the disputed action.

A Special meeting shall be called by the Secretary, in accordance with ARTICLE XII, Section 1 of these Bylaws, for the purpose of determining the propriety of the disputed action.

## **ARTICLE XIII**

### **MEETINGS — BOARD OF DIRECTORS TRAINING AND SPECIAL MEETINGS**

*Section 1:* The Board of Directors shall have a monthly training meeting. Board of Director members will receive notification of the time and place of the training meeting from the Secretary at least three (3) days prior to each training meeting.

*Section 2:* Members of the Board of Directors and/or the President may call for special meetings of the Board at any time. Five members of the Board are necessary to request such special meeting at any time it is deemed necessary, subject to three (3) days notice from the Secretary, unless waived by a Board of Directors majority.

## **ARTICLE XIV**

### **QUORUMS**

*Section 1:* Those present at a general and/or special meeting shall constitute a quorum for that meeting provided that notice of said meeting and agenda, has been duly sent, in accordance with ARTICLE XII, Section 1 of these Bylaws.

*Section 2:* At least three (3) Executive Officers or a total of seven (7) of the Board of Directors shall be present to constitute a quorum for a general meeting or special meeting of the Board of Directors. No affirmative action may

be taken by the Board of Directors without at least seven votes in favor of such action.

## **ARTICLE XV SECTION REPRESENTATION**

*Section 1:* To insure that needed accurate information is passed along to all the members different units as outlined in ARTICLE VI, Section 1: g shall be known as Shop Stewards. The Shop Steward will pass along information to other members within said unit. The Shop Steward will also serve as a member of the Board of Directors.

## **ARTICLE XVI GUEST SPEAKERS**

*Section 1:* No guest shall address the membership at any regular or special meeting without prior approval of the President. The President shall limit the time and subject matter of any guest addressing the membership.

## **ARTICLE XVII COMMITTEES**

*Section 1:* Standing Committees: There shall exist the following permanent committees:

- a. Benevolent
- b. Budget
- c. Buyers Club
- d. Cellular Phone Liaison
- e. Community Relations

- f. Constitution and Bylaws
- g. Corporate Liaison
- h. Entertainment
- i. Law Enforcement Organization Membership
- j. Mainline Newsletter
- k. Negotiations
- l. Nominations
- m. Peer Support Liaison
- n. Political Action Committee
- o. Political Action Committee — Field Operation
- p. Real Estate
- q. Retirement — Disability
- r. Retreats
- s. Safety
- t. Scholarship
- u. Sports
- v. Training
- w. Website

*Section 2:* Each committee shall have a Chairperson appointed by the President. Each committee shall appoint a record keeper for the said committee and he/she shall keep one copy of records and provide another copy of records to the Association Secretary.

*Section 3: Special Committees*

In addition to the Standing Committees set forth in Section 1, of this Article, the President, subject to the

approval of the Board, may from time to time establish Special Committees as the President deems appropriate.

*Section 4:* Officers of the Board of Directors shall not chair more than one (1) Standing Committee and one (1) Special Committee at the same time.

- a. The Secretary will be responsible for maintaining proper records of the reports received from various Committees, the holder of said office shall not chair a Standing Committee; however, the Secretary may serve on a Special Committee as set forth in Section 3 of this Article.

## **ARTICLE XVIII EMPLOYMENT/EMPLOYEE**

### *Section 1: Employment:*

Based upon the need of the association, discussed and voted on by the Board of Directors, the Executive Board will hold an application, interview and hiring process. The scope of employment will be discussed and voted on by the Board of Directors.

### *Section 2: Employee:*

The salary and benefits paid to any employee of the association will be discussed and voted on by the Board of Directors. The payroll for such employee will be carried out by the Treasurer. The hiring, employing and termina-

tion of any said employee will follow in accordance with all Local, State and Federal Labor Codes.

## **ARTICLE XIX LIFE INSURANCE**

### *Section 1: Life Insurance:*

After the Union initiation fee is paid in full, a death benefit shall be paid to each member in good standing with Local 3. Said benefit shall not be less than two thousand five hundred dollars (\$2,500.00). The death benefit will be paid to the beneficiary on record with Local No. 3.

### *Section 2: Miscellaneous Insurance:*

The Association shall provide, if available, other low-cost insurance that at least a majority of members have voted to participate in. The cost of such insurance shall be an additional amount added to the Association dues already determined under ARTICLE V of these Bylaws.

## **ARTICLE XX AUDIT**

*Section 1:* A bi-annual audit shall be conducted in January of the year the Treasurer is elected. The audit shall be conducted by a committee of three general members appointed by the President who are not currently serving on the Board. The audit shall consist of a review of Association minutes, Treasurer's Records and Roster of Members to insure proper receipt and disbursement of Association

funds. A written report shall be delivered to the President by the last Friday of the month of April in the year said audit is conducted. In compiling the audit, the committee shall insure that the Officers of the Association have complied with their official duties according to these Bylaws in providing the required documentation. The committee will bring to the attention of the President any discrepancies noted. The President will submit copies of the Audit Committee's report to the Board of Directors at the Board of Directors meeting held on the second Wednesday of May of the year said audit is conducted. This report shall be available to the members by June 15 of said year.

## **ARTICLE XXI ASSOCIATION HOLDINGS**

*Section 1:* The Association may, in addition to its accounts in various Banks, Credit Unions, or Savings and Loan Associations, hold a portion of its assets in Real property, real estate, and/or buildings and leases thereon, subject to the approval of the Board of Directors and general membership.

*Section 2:* The Treasurer shall report at the monthly general meeting on the financial standing of the organization.

## **ARTICLE XXII EMERGENCY FINANCIAL ASSISTANCE**

*Section 1:* This Association shall not make loans for non-emergency reasons. If at any time a dire need or serious emergency should occur wherein a member of the Association requires assistance of a financial nature, excluding any financial hardship incurred due to a criminal conviction, consideration of the matter shall be made to the Executive Board. Any loan made to a member, will have a majority vote of the Board of Directors. Any loan allocated will require loanee to make, in writing, a pay-back schedule.

## **ARTICLE XXIII AMENDMENTS**

Any amendments to the Bylaws must be proposed in type-written form and submitted to the Board for consideration at a regularly scheduled monthly meeting or Special called meeting. The Board shall not be empowered to accept or reject any proposed amendment, but may offer advice and suggest changes to the submitting member or members. Following consideration by the Board, the proposed amendment must be submitted to the Secretary with the signature of at least fifty (50) members of the Association. Thereafter, at least fifteen (15) days prior to the next regularly scheduled meeting of the Association, the Secretary shall mail to each board member copies of the proposed

Bylaws change. The Shop Stewards will pass out the ballots to members they represent. The ballots shall be returned via ballot boxes and counted at the general body meeting. The results of the ballot shall be made known to the membership during the meeting. A two-thirds majority vote of the ballots returned shall be required for any proposed amendment to pass.

#### **ARTICLE XXIV EFFECTIVE DATE**

These Bylaws, replace all previous Bylaws and amendments thereto, and shall become effective immediately upon ratification and adoption by a majority vote returned by the members of the Association.

#### **ARTICLE XXV SAVINGS CLAUSE**

If any provision of these Bylaws shall be held invalid by operation of law or by any court of competent jurisdiction, the remainder of these Bylaws shall not be mitigated, and will remain in full force and effect until revised according to due process.

(Rev. 5/99)

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The Deputy Sheriffs' Association ("DSA"), Officers, Shop Stewards, and the Operating Engineers Local Union No. 3 ("Union") are pleased to provide you with a complete and compact copy of our current Constitution and Bylaws. We hope you keep your copy available for your reference.

If you have a question about this document, the first person you should speak with is your shop steward. If needed, please feel free to call an officer or your Union representative.

Thanks are owed to the following members who spent hours on this project:

Vincent satellite  
Dwight "Mike" Gunn  
Dave Hardy  
Scott Miller  
Kevin Paulson  
Annette Cruz-Padilla  
Al Waters



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