



COUNTY SAFETY OFFICERS' ORGANIZATION OF CALIFORNIA

Organized 1959

CONSTITUTION

Article I

The Organization

Section 1

This organization shall be called the County Safety Officers Organization of California (CSOOC).

Article II

Purpose

Section 1

The purpose of this organization shall be the promotion of a safe and healthful workplace within all County Governments by means of:

- a. The interchange of ideas and materials between the participants.
- b. Encouraging the establishment of effective Injury and Illness Prevention Programs (IIPP) in all County jurisdictions.
- c. Promoting professional development in the safety and loss prevention field for members of the organization.

Article III

Membership and Dues

Section 1

Full membership shall be limited to any number of representatives of County and Joint Powers Authority consisting of at least one county member. Associate memberships are granted to affiliate organizations, consultant firms, and other governmental agencies and have no voting rights.

An associate Governmental agency may become a full member only upon request by the associate governmental agency member. A request for full membership must be made by the associate governmental agency member at a regular business meeting. The request will be taken under advisement and placed on the agenda for the next scheduled business meeting for discussion and a vote. The vote will be by paid members present and any absentee ballots presented. An affirmative outcome requires a 2/3 majority of voting members casting ballots.

Section 2

Dues shall be two hundred dollars (\$200.00) per fiscal year for all members.

Article IV

Officers and Duties

- Section 1 The officers of this organization will be employees of a paid member in good standing and perform safety related duties. No two officers will be employees of the same member. ■
- Section 2 The officers of this organization shall be:
- a. President
 - b. Vice-President
 - c. Secretary/Treasurer
- Section 3 Duties:
- a. The President shall:
 - 1. Coordinate and conduct the meetings.
 - b. Vice-President shall:
 - 1. Act in the absence of the President.
 - 2. Assist the President as requested.
 - 3. Oversee conference activities with Host County.
 - 4. Oversee newsletter activities.
 - 5. Oversee activities of committees.
 - c. The Secretary/Treasurer shall:
 - 1. Maintain and distribute the membership listing.
 - 2. Record and distribute the official minutes of the organization.
 - 3. Collect and account for all monies.
 - 4. Prepare and present a semi-annual financial report.
 - 5. Maintain information for presentation of a yearly Salary Study of County safety positions and oversee changes to the web page.
- Section 4 Nominations for officers will be accepted during the business meeting at both yearly conferences, and election of officers will be at the Fall Conference by majority vote of the paid members present. Officers will be installed as the last item of business at the Fall Conference.
- Section 5 In the absence of the President, the duties of President shall be assumed by the Vice-President; if the position of President is vacant, the Vice-President shall succeed to the position of President.
- In the absence of the President and Vice-President, the duties of President shall be assumed by the Secretary-Treasurer. If the positions of President

and Vice-President are vacant, the Secretary/Treasurer shall succeed to the position of President. The membership will then elect the remaining officer positions.

ARTICLE V

Meetings

- Section 1 There will be two regular meetings annually, to be held at a time and place to be selected by the membership. Each meeting will consist of a General Business Meeting open to paid members, Associate member or other interested persons. Only paid ~~County~~ members are authorized to vote on issues brought before the membership. Consultant firms may represent a county only in the members' absence and only as a participant.
- Section 2 The hosting county shall make necessary arrangements for the meeting. Hosting county shall post a copy of agenda on its Public Information Board 72 hours prior to the business meeting to comply with the Brown Act. The executive committee will supply the hosting county with the agenda.
- Section 3 Conferences will be held in the Southern California region in the Spring and in the Northern California region in the fall. Alternating exceptions may be made if no county volunteers to host a conference. Fresno County and San Luis Obispo County shall be considered to be in the Southern section.
- Section 4 Only one vote per paid member present or by absentee.
- Section 5 A quorum shall consist of a majority of the paid members present as well as absentee ballots presented at the General Business Meeting.

Article VI

Reimbursement for Expenses

- Section 1 Necessary meeting expenses up to 40% of the collected annual dues shall be paid as approved by the Board to the hosting county by the Secretary/Treasurer. All conference fees must be collected in advance so as to discourage reversed commitments.
- Section 2 Requests for refunds will be accepted up to two weeks prior to the conference; however refunds will be made at the discretion of the Board.

REVISION HISTORY

DATE	REVISION NUMBER	ARTICLE & SECTION	PREVIOUS DESCRIPTION	CHANGED TO READ:
6/92	Originally Prepared			The Constitution was first written and voted upon from the membership in 1962.
10/00	1 Document revised by Stu Henderson			The Membership cost was revised from \$40 to \$75 per year by vote of the membership.
10/01	2 Document revised by Vernon Goad			This document reflects the changes voted upon by membership at the Fall Conference, 2001 in Redding, California. Executive Board Members were: Nani Ellis, President – Vernon Goad, Vice President – Stu Henderson, Secretary
9/02	3 Document revised by Vernon Goad			Membership dues not paid before end of Fall Conference of that fiscal year shall be assessed a \$25.00 late charge, increasing from \$75.00 to \$100.00. Article V, Section 4 – insert that only one vote per paid membership will be allowed.
4/03	4 Document revised by Lynda M. Pope	Article IV, Section 1	Addition to Constitution	No two officers will belong to the same county.
		Article V, Section 3	The meetings shall alternate between the North and the South.	Conferences will be held in the Southern region in the Spring and in the Northern California region in the Fall. Alternating exceptions may be made if no county volunteers to host a conference.
4/05	5 Document revised by Lynda M. Pope	Article III Section 2	Dues shall be seventy-five (\$75.00) per fiscal year. If dues are not received by the end of the Fall Conference of that fiscal year, membership will be \$100.00.	Dues shall be two hundred dollars (\$200.00) per fiscal year.

10/06

6 Document revised by Lynda M. Pope

Article III Section 1	Full membership shall be limited to any number of representatives of County jurisdictions. Associate memberships are granted to affiliate organizations, consultant firms, and other governmental agencies.	Full membership shall be limited to any number of representatives of County and Joint Powers Authority consisting of at least one county member. Associate memberships are granted to affiliate organizations, consultant firms, and other governmental agencies and have no voting rights. An associate Governmental agency may become a full member only upon request by the associate governmental agency member. A request for full membership must be made by the associate governmental agency member at a regular business meeting. The request will be taken under advisement and placed on the agenda for the next scheduled business meeting for discussion and a vote. The vote will be by paid members present and any absentee ballots presented. An affirmative outcome requires a 2/3 majority of voting members casting ballots.
Article III Section 2	Dues shall be two hundred dollars (\$200.00) per fiscal year.	Dues shall be two hundred dollars (\$200.00) per fiscal year for all members.
Article IV Section 1	The officers of this organization will be employees of a member county in good standing and perform safety related duties. No two officers will belong to the same county. ■	The officers of this organization will be employees of a paid member in good standing and perform safety related duties. No two officers will be employees of the same member. ■
Article IV Section 4	Nominations for officers will be accepted during the business meeting at both yearly conferences, and election of officers will be at the Fall Conference by majority of paid members present. Officers will be installed as the last item of business at the Fall Conference.	Nominations for officers will be accepted during the business meeting at both yearly conferences, and election of officers will be at the Fall Conference by majority vote of the paid members present. Officers will be installed as the last item of business at the Fall Conference.
Article V Section 1	There will be two regular meetings annually, to be held at a time and place to be selected by the membership. Each meeting will consist of a General Business Meeting open to any County member, Associate member or other interested persons. Only paid County members are authorized to vote on issues brought before the membership. Consultant firms may represent a county only in the members' absence and only as a participant.	There will be two regular meetings annually, to be held at a time and place to be selected by the membership. Each meeting will consist of a General Business Meeting open to paid members, Associate member or other interested persons. Only paid County members are authorized to vote on issues brought before the membership. Consultant firms may represent a county only in the members' absence and only as a participant.

Nominations for officers

CONTACT INFORMATION

Questions concerning the Constitution for County Safety Officers' Organization of California (CSOOC) should be directed to the Board.