

THE POLICE CHIEFS OF BROWARD COUNTY ASSOCIATION, INC.

DBA

Broward County Chiefs of Police Association By-Laws

Amended June 11, 2025



TABLE OF CONTENTS

Article	Subject	Page
I	Purpose and Goals	2
II	Membership Qualifications	2-3
III	Application for Membership	3-4
IV	Annual Dues	4
V	Officers of the Association	4
VI	Duties of Officers	4-5
VII	Election of Officers	5-6
VIII	Meetings	6
IX	Method of Changing By-Laws	6
X	Committees	7

ARTICLE I

PURPOSE and GOALS

The Organization shall be known as the Broward County Chiefs of Police Association, also referred to in these by-laws as the "Association".

The purpose of the Association is to promote an efficient law enforcement system throughout Broward County by the coordination of all police efforts of the various law enforcement agencies within the County. The goals of the Association are:

1. To uphold the honor of law enforcement.
2. To advance the sciences of crime prevention, detection and apprehension of the perpetrator.
3. To promote the advancement of police administration.
4. To establish and elevate the standards in all phases of law enforcement.
5. To seek out and evaluate systems for the prevention of crime and the apprehension of the guilty.
6. To keep abreast of the laws of the State of Florida as well as municipal and county ordinances within Broward County and maintain communications with the lawmakers at all levels for the promotion of legislation for public safety.
7. To promote harmony between all governmental and law enforcement officials in Broward County.

The Broward County Chiefs of Police Association will not endorse political candidates running or seeking appointment for local, state, or federal office. However, if a majority of the regular membership votes in favor, the organization may take a position on political issues concerning law enforcement. Said position may be published or disseminated to the public or to any political body by the Association, as deemed appropriate.

ARTICLE II

MEMBERSHIP QUALIFICATIONS

Regular Member

An individual who is a chief of police, director of public safety, sheriff, state or federal law enforcement head or the local/regional designee of such organization or other Broward organization as designated by the Association voting membership shall be eligible for consideration for regular membership. If there is a question as to whether the organization qualifies as a law enforcement organization, the determination shall be made by a majority vote of the voting members officers of the Association. Such members shall be eligible to take part in all activities of the Association and may serve as officers and be eligible to vote.

Associate Members

Any individual who is a member of any city, county, state, federal, or other such law enforcement organizations in Broward County; who is recommended by a regular member and approved by a majority vote of the voting members of the Association. Associate Members shall have no voting privileges or hold elective office, but may participate fully in those matters, which involve the entire general membership. In the event that a regular member cannot attend a meeting, he/she may designate an associate member as his/her representative and vote his/her proxy. The designation of said representative must be presented in writing to the presiding officer prior to any vote taking place.

Honorary Member

The Association may choose to honor any person, by majority vote of the voting members present, with an Honorary Membership. An honorary member may participate in meetings, but does not have the right to vote or hold an elected office.

Lifetime Regular Member

Any member who has served as an active regular member of the Association for a minimum of five years and is not currently employed with a Broward County law enforcement agency may be considered for a Lifetime Regular Membership. Such a membership shall require a vote of affirmation by two-thirds of the eligible voting members present at a regular meeting. Such a member shall not hold elected office, but may participate in meetings, committees, and vote on all matters concerning the Association. A Lifetime Regular Member is not required to pay annual dues. A lifetime regular member shall change the status of their membership to a regular member if they meet the regular membership criteria.

Sponsoring Member

Sponsoring members are those business entities, partnerships, or corporations known to be consistent advocates of law enforcement who desire to lend their aid to the Broward County Chiefs of Police Association. Sponsoring members may designate up to three (3) person(s) to represent the entity. The representative(s) of the Sponsoring member must be approved by the Association and represent the quality and character required by the BCCPA. A sponsoring member shall not have the privilege of voting on matters presented to the regular members. The sponsoring members may serve on the various committees of the Association.

Charitable Member

Charitable Members are those entities that are designated as a not for profit charitable organization whose purpose is consistent with the goals of the Association. The not for profit charitable organization may designate up to three (3) person(s) to represent the entity. The representative(s) of the entity must be approved by the Association and represent the quality and character required by the BCCPA. A sponsoring member shall not have the privilege of voting on matters presented to eligible voting members. The sponsoring members may serve on the various committees of the Association.

Grandfather Clause

Individual members presently enrolled in the Association prior to the effective date of the original By-Laws of February 7, 1985, are not required to meet the herein set of membership qualifications.

Suspension of Membership for Certain Conduct

Any member of the Association who has been charged with a criminal offense, ethics violation, or commits any misconduct that would bring discredit to the Association may be temporally suspended from the Association's membership by a majority vote of the eligible voting members present at the meeting in which the suspension is being considered. Said suspension shall continue until the misconduct is adjudicated by a court of law or any other administrative panel or body. If the member is found not guilty of a criminal offense or exonerated by an administrative panel or body, the member may return to active membership in the Association upon providing proof of said finding. However, if the member is found guilty, regardless of adjudication being withheld, or determined to have committed misconduct by an administrative panel or body, the suspension shall become permanent upon a majority vote of the eligible voting members present at the meeting in which the permanent suspension is being considered.

The member's employing agency shall notify the President of the Association of any conduct committed by its member employee that would require a suspension of that employees' membership in the Association.

Revocation of Membership

A regular member must attend at least fifty percent of the regularly scheduled meetings during each calendar year unless absence(s) are excused by a majority vote of the Association's Officers. A representative, who must be an associate member, may attend up to four (4) meetings in the regular member's absence. Membership may be revoked if a member fails to attend fifty percent of the regularly scheduled meetings during the calendar year, unless excused as described above, by majority vote of the membership.

ARTICLE III**APPLICATION FOR MEMBERSHIP**

A person wishing to be considered for membership must be recommended by a regular member. The applicant shall submit an application to the Association's Administrative Assistant, who shall provide said application(s) to the Secretary for review. The Secretary shall review all applications and make a recommendation for admission to the Association voting members within sixty (60) days from receipt of the application. The Association will vote on said application at a regular meeting, upon which the applicant may be accepted for membership by a majority vote of the

eligible voting members present at the meeting.

ARTICLE IV

ANNUAL DUES

The fiscal year of the Association begins on October 1. Annual dues for members of the Association are payable on or before October 1. Any member who fails to pay his dues before December 1 of the applicable year shall automatically be suspended with loss of all member privileges, including the attendance of all Association meetings and events. Any member's failure to pay will be immediately reported to the Secretary by the Treasurer. The Secretary will notify the delinquent member in writing immediately with a copy of said notification forwarded to the President. If the delinquent member pays their annual dues and any late fees within forty-five (45) days from the late notice being sent, the member membership shall be reinstated. If the delinquent member fails to pay their dues within forty-five (45) days of the notification being sent, their name will be removed from the rolls of the Association. Once the member is removed from the roll, they may only rejoin the Association by submitting a new application through the Membership Committee and upon admission, pay all outstanding dues, including late fees.

The amount of annual dues for each class of members and all fees shall be established by the Association's officers, and ratified by a majority vote of the voting members present at the hearing considering the issue.

ARTICLE V

OFFICERS OF THE ASSOCIATION

The Officers of the Association shall consist of:

President
Vice President
Secretary
Treasurer
Sergeant-at-Arms
Immediate Past President

ARTICLE VI

DUTIES OF OFFICERS

Section 1: Duties of the President

The President shall be the Chief Executive Officer of this Association. The President shall execute any and all instruments and documents required to be executed in the name of the Association. The President will preside over all meetings of the Association as per established Parliamentary Procedure and the By-Laws of the Association. The President will vote only to break a tie vote of the eligible voting members of the Association. The President shall be a member ex-officio of all committees. The President shall appoint all standing committees and may appoint special committees, as needed. The President shall also appoint the Chairman of each aforementioned committee. Additionally, in the absence of the Treasurer, the President shall have the same signing authority as the Treasurer and may approve any expenditure up to \$3000.00 without any additional approval. Any expenditure in excess of \$3000.00 must be approved by a two-thirds vote of the voting membership in attendance at a meeting in which the expenditure is considered.

Section 2: Duties of the Vice President

The Vice President shall aid and assist the President in conducting the meetings and in the absence of the President shall preside and while so presiding shall have the full power of the office of the President.

Section 3: Duties of the Secretary

The duties of the Secretary of the Association shall include the duties ordinarily performed by a recording secretary. The Secretary shall have full charge of the Minute Book and General Roll Book. The Secretary will call roll at each regular meeting and special meetings and maintain records of members' status. Roll may be taken by way of sign-in

logs, which shall be provided and maintained by the Secretary. The Secretary shall keep an accurate record of the proceedings of the meetings. The Secretary shall read the minutes of the previous meetings, all communications, reports, and petitions. The Secretary will notify officers of their appointment to Committees. The Secretary shall keep custody of the Seal of the Association. The Secretary shall further provide a copy of the Charter and By-Laws of the Association to each new member, and any other active member, upon request.

It will be the responsibility of the Secretary to notify any member of this Association who fails to timely pay their Association dues or fails to meet the membership meeting attendance requirements. The Secretary will send notice to members who were absent from two consecutive regular meetings advising them that they will be automatically removed from the roll if they miss three consecutive regular meetings of the Association unless they are excused by the President because of illness or some unforeseen circumstances.

The Secretary will also send notice to members who are absent without excuse from attending at least fifty percent of the regularly scheduled meetings in one year. The Secretary shall call to the attention of the President any member's absence for the third consecutive regular meeting or a member's failure to attend fifty percent of the regularly scheduled meetings during the calendar year and recommend that the member either be dropped or excused.

Section 4: Duties of the Treasurer

It shall be the duty of the Treasurer to attempt to collect all monies due this Association, giving receipt therefore and to keep suitable books and records of same. The Treasurer shall deposit all monies of this Association in the designated Association bank account. The Treasurer shall render statements in detail at each meeting of the Association, showing all transactions and balances. The Treasurer will draw all checks on the Treasury of the Association.

The treasurer is authorized to expend up to \$3000.00 of Association funds without the permission of the membership. Expenditures greater than \$3000.00 must be approved by two-thirds vote of the voting membership in attendance at a meeting in which the expenditure is considered.

The Treasurer will keep an accurate record of the dues paid by the members, giving notice to the Secretary on those who become delinquent in the payment of their dues and assessments. The Treasurer's book of records of accounts, as well as, all papers in his custody shall be open for examination to any due paying member of this Association.

Section 5: Sergeant-at-Arms

The Sergeant-at-Arms' main responsibility is to maintain order during meetings under the direction of the presiding officer; to insure proper admittance of the Association's members and invited guests. The Sergeant-at-Arms is also responsible for checking credentials of persons seeking entrance to Association meetings such as executive sessions or special sessions; and to provide assistance to the presiding officer in the event of a roll call count. In the event of the absence of the Sergeant-at-Arms, the presiding officer shall appoint a Sergeant-at-Arms Pro Temp.

Section 6: Immediate Past President

The primary role of the Immediate Past President is to ensure continuity during leadership transfer and organizational change. The Immediate Past President's duties include, but are not limited to, mentoring the current Officers of the Association, providing historical perspectives and insights, representing the Association at events upon request of the President, and other tasks as may be requested by the Executive Board.

Upon the end of a President's term and election of a new President, the former President shall automatically become the Immediate Past President and no election shall be required. Upon assuming the role of Immediate Past President, the Immediate Past President shall schedule and hold a transition meeting with the new President.

ARTICLE VII

ADMINISTRATIVE ASSISTANT

Section 1

The Association shall have an administrative assistant, who shall be responsible for:

- a. communications with members;
- b. coordination of event logistics, which includes, but is not limited to, securing meeting venues and coordinating member attendance, and coordinating with vendors regarding meeting sponsorships and presentations;

- c. handling of the day-to-day needs of the association, which include but are not limited to, maintaining member records, updating the Association's membership and contact lists, and receiving membership applications; and
- d. creating and maintaining meeting sign in logs/attendance records;
- e. creating meeting agendas; and
- f. the creation and maintaining of meeting minutes.

Section 2

The Administrative Assistant shall have spending authority up to \$500.00 for event-related expenses such as food, plaques, or other required materials as needed for Association meetings and events.

ARTICLE VIII

ELECTION OF OFFICERS

Section 1

At the regular meeting in December of each year, the Association shall elect the following officers:

President
Vice President
Secretary
Treasurer
Sergeant-at- Arms

Section 2

Each officer elected will hold office for one year beginning January 1.

Section 3

Nominations for all elected officers shall be made by the Nominating Committee, which shall consist of the past Presidents of the Association, and will be made at the regular monthly meeting in November. Any member with voting privileges may also make a nomination from the floor.

Section 4

In order to qualify for elective office, a member must, at the time of the nomination, have attended at least fifty percent of the meetings held during the previous twelve months. Additionally, a member may not be qualified for office if they have missed three (3) meetings in succession during that same period. However, this provision may be waived at the discretion of the majority of the Nominating Committee.

Section 5

In the event a vacancy occurs of any office of the Association prior to the end of the officer's term, the current officers shall move into the next office in succession for the remainder of their term. The Nominating Committee shall then submit their recommendations for Sergeant at Arms to the voting membership for approval. Any member with voting privileges may also make a nomination from the floor.

Section 6

If two or more candidates are nominated for any office, the election will be conducted by secret ballot.

ARTICLE IX

MEETINGS

Regular meetings, unless authorized by the President at a previous meeting, shall meet on the second Wednesday of each month at a time and place designated by the President. The Pledge of Allegiance to the Flag of the United States will open each meeting of this Association. Special meetings of this Association may be called at any time by the President or upon written request of not less than seven regular members. Notice shall be required for holding such special meetings, stating the time, place and nature of the business to be transacted. Only that business mentioned in the notification shall be held at a special meeting. A quorum will consist of at least fifty percent of the regular membership of the Association in good standing. No official business shall be transacted or binding on the Association

unless there shall be in attendance a quorum. The rules contained in Roberts Rules of Orders, revised shall govern this Association in all cases to which they are applicable and not inconsistent with the By-Laws of this Association. The order of business during a regular meeting shall be conducted as follows:

Calling the meeting to order and Pledge of Allegiance
Introduction of guest and programs
Roll call of members (may be conducted by sign in logs)
Minutes of the previous meeting
Report of the Secretary and Communications read
Report of the Treasurer and Bills acted on
Committee Reports
Old or unfinished business
New Business
Adjournment

ARTICLE X

METHOD OF CHANGING THE ASSOCIATION BY-LAWS

The By-Laws of the Association may be amended after such change has been sent to and reviewed by the By-Laws Committee. The By-Laws Committee itself may suggest revisions of the By-Laws. Any modification of the By-Laws must be read at two consecutive, regular meetings of the Association. During the readings members shall be afforded the opportunity to provide comment on the proposed amendments. Any modifications to the proposed amendments shall be approved by a majority vote of the eligible voting members and recorded by the Secretary.

After the second reading, a vote will be taken and a majority of the eligible voting members present at the second meeting is necessary to implement any change in the By-Laws of this Association. Any modifications to the proposed amendments may be voted on and passed during the second reading.

ARTICLE XI

COMMITTEES

The business and work of the Association is accomplished through Committees staffed by the Association's members. These Committees are vital to the Association's ability to carry out its policies and accomplishing its objectives. The interest of the Association is divided into distinct categories as set forth below. Resolutions or other matters that are introduced by the Association may be referred to the appropriate Committee.

All committee appointments and its Chair shall be made by the President, with the exception of the Nominating Committee, which shall consist of all active past Presidents of the Association, with the immediate past President acting as its Chair. Each committee, notwithstanding the Nominating Committee, will consist of not less than three members, one of which will be the Chair.

During the President's term of office, additional committees and chairs may be named and appointed, as necessary. Any additional committees will expire at the end of the President's term of office. The President can appoint special Association representatives as necessary, such as the One Hundred Club Liaison and the Florida Police Chiefs Representative.

The Committees are as follows:

Legislative Committee

Monitors and reports to the membership legislative actions affecting law enforcement and the communities served by the law enforcement members and assists in working with the Florida Police Chiefs Association and state and local legislators to further the goals and objectives of the Association.

By-Laws Committee

Shall periodically review the Association's By-laws and make recommendations to the membership regarding modifications and amendments thereto.

Education and Scholarship Committee

Coordinates with Broward County Institute of Public Safety regarding qualifications for entry into the Institute and the implementation of training for law enforcement recruits. Makes recommendations to the voting members regarding applicants for scholarships for secondary education

Legal Advisors Committee

Shall be comprised of attorneys licensed to practice law in the State of Florida. The Committee shall be responsible for providing the Association members with updated information on current and proposed legislation and the current status of laws that are relevant to issues that are consistent with the policies and objectives of the Association.

Officer and Civilian of the Year Committee

Shall make recommendations to the Association regarding nominations for Officer and Civilian of the Year Awards.

**ARTICLE XII
EFFECTIVE DATE**

Except as otherwise provided for herein, these By-Laws shall take effect immediately upon adoption.

PASSED AND ADOPTED ON SECOND READING BY THE POLICE CHIEFS OF BROWARD COUNTY ASSOCIATION, INC. DBA BROWARD COUNTY CHIEFS OF POLICE ASSOCIATION, THIS 11TH DAY OF JUNE, 2025.

THE POLICE CHIEFS OF BROWARD COUNTY
ASSOCIATION, INC. DBA BROWARD COUNTY
CHIEFS OF POLICE ASSOCIATION

By: _____


STEPHEN KINSEY, PRESIDENT