

ARTICLE I

This association shall be known as the United States Police Canine Association, Region 1, and Incorporated.

ARTICLE II OBJECTIVES

To unite in a common cause, all law enforcement agencies, utilizing the services of the canine as an aid in the prevention and detection of crime.

To promote friendship and brotherhood among all those interested in the training and utilization of the canine in police work.

To endeavor to establish a minimum working standard, and improve the abilities of the canine in police work, thereby rendering better service to the community.

To endeavor to rate the working standard of the police canine and the police officer through Association sanctioned police dog trials.

To establish and maintain a fund for defraying the cost incurred as a direct result of canine usage.

To coordinate the exchange of ideas of any advanced training techniques utilizing police dogs.

To improve the image of the working police dog to the populace in general through improved public service in the prevention and detection of crime.

To aid and assist those law enforcement agencies making application for information concerning the establishment of canine sections within their respective departments

ARTICLE III OFFICERS

The officers shall be composed of a President, seven (7) Vice Presidents, Secretary, Treasurer and a Board of Trustees.

1. PRESIDENT

It shall be the duty of the President to call and preside at all regular and special meetings.

He shall see that the bylaws and rules and regulations are respected and obeyed.

He shall cast the deciding vote in case of a tie.

He shall have the power to appoint committees and may designate their chairman.

He shall appoint officers pro tempore in the event of absences.

He shall perform such other duties as are usual and incidental to the office of President.

2. VICE PRESIDENTS

The office of Vice-Presidents and the geographical area each represents are listed below:

A. Panhandle

Bay	Okaloosa
Calhoun	Santa Rosa
Jackson	Alabama
Gulf	Washington
Holmes	Escambia
Walton	

B. North

Alachua

Baker

Bradford

Clay

Columbia

Dixie

State of Georgia

Duval

Flagler

Franklin

Gadsden

Gilchrist

Hamilton

Jefferson

Lafayette

Leon

Liberty

Madison

Nassau

Putnam

St. Johns

Suwannee

Taylor

Union

Wakulla

C. Central

Citrus

Hernando

Hillsborough

Marion

Levy

Pasco

Pinellas

Sumter

Lake

Orange

Osceola

Polk

Seminole

Volusia

Brevard

Indian River

Martin

Okeechobee

Palm Beach

St. Lucie

D. South West

Charlotte

Collier

DeSoto

Glades

Hardee

Hendry

Highlands

Lee

Sarasota

Manatee

E. South East

Broward

Monroe

Dade

Members in areas not mentioned above will be assigned to the nearest district and vote for the Vice President within that district.

Members of the Armed Forces will be under the Vice President of the district nearest the base.

All members will vote by the district that his/her membership is assigned according to their employment.

In the event of a vacancy in the office of President during the elective term, the Vice Presidents shall convene for the purpose of selecting one of the Vice Presidents to fulfill the remainder of the President's term. The Vice Presidents' vacancy created by this act or some other means will be filled by a member, from that district, selected by the remainder of the Vice Presidents.

It shall be the duty of the Vice Presidents as a group to keep the President informed of all activities of the district within their respective areas and distribute information concerning the Association to those districts. It will be incumbent upon these officers to report to the President, twice yearly, of the welfare of each of their districts. All seminars, trials, etc. will be coordinated with the Vice President of the district in which it is being held.

3. SECRETARY

It shall be the duty of the Secretary to accurately record the proceedings at meetings, read the minutes of previous meetings and read all communications.

He/she shall call the roll of the officers and note absentees.

He/she shall communicate and correspond with all persons and organizations both within and outside the Canine Association relative to the Executive Board business.

He/she shall keep a record of all members, the standing of each and their date of admission and termination.

He/she shall receive all monies in the absence of the Treasurer.

The Secretary is responsible for receiving and forwarding all submitted cases of the quarter to the National office prior to the end of the month, following the quarter. There are specific instructions for submissions for the cases to be considered. All persons making the submission shall review the guidelines set forth by the National office. If the submission does not meet the requirements it will be returned. If there is more than one case submitted, the Vice Presidents will vote on the cases. All submissions must be received by the Region Secretary, no later than the 15th of the month following the quarter of the award. The one selected will also serve as Region 1 Case of the Quarter. There will be an award for Patrol and Detection, with recognition at the Region Trial.

4. TREASURER

It shall be the duty of the Treasurer to collect all monies due this Region giving receipt thereof.

He/she shall keep a suitable set of Books of Record of same and deposit all monies of this Association in a bank approved by the Board of Trustees.

The Treasurer shall render statements in detail at each meeting of this Association, showing receipts and disbursements in full to date, and the monies in the Treasury.

He/she shall draw all checks or other obligations authorized by the President, Executive Board and attested to by the Executive Board and attested by the secretary, including the payments of all benefits.

His/her account books shall be open for inspection and examination by the Executive Board.

He/she shall not lend or invest any of the funds except when duly authorized by the Executive Board.

5. BOARD OF TRUSTEES

The Board of Trustees shall consist of four (4) regular members and one (1) alternate member, elected every three (3) years. (Revised 3/2015)

The Board of Trustees shall act as agents of the Executive Board in all financial transactions between the Committee and all other institutions and individuals.

They shall, in conjunction with the Treasurer, have custody of all bonds and other securities, which shall be deposited in a safety deposit box in some reliable institution and shall not be withdrawn therefrom except in the presence of the Treasurer and at least one member of the Board of Trustees.

The Trustees shall be the custodians of all bonds of the Officers and all properties of the Executive Board.

They shall arrange for an annual audit of the assets and liabilities of the Executive Board for the year ending December 31st and submit this financial statement at a regular meeting.

They are hereby authorized to employ the services of a Certified Public Accountant, at a reasonable fee, to prepare a by-annual audit and report.

A Full audit of any and all officers, committees or members who collect and disburse funds of this Association will be made once a year or at a time said board has just cause to believe such audits should be made.

The alternate member of the Board of Trustees shall attend all meetings of the Board and shall, in the absence of a regular member act in his place.

ARTICLE IV
REGIONAL EXECUTIVE BOARD

The Regional Executive Board shall consist of the President, Vice Presidents, Secretary, Treasurer, Board of Trustees and the immediate past President. This Board shall recommend such rules, regulations, amendments or deletions as may be necessary for the governing of the Association. In the case of an emergency, the Executive Board, by three quarters vote, may act for the entire membership. Vacancies which occur in any of the Association's offices through resignation, death, impeachment or other reason, with the exception of President and Vice President, shall be filled by appointments made by the Regional Executive Board and shall expire at the next elective term.

ARTICLE V ELECTIONS

1. All candidates for Regional Office shall be nominated at the General Membership Meeting at the Spring Trials in the year of the Regional Elections. The candidates for alternate Trustee shall be nominated at the Spring Trial annually. The alternate Trustee will be voted on by non-mail ballot by the membership present.
2. It will be the responsibility of the member that has been nominated to supply the current Secretary with a resume of their canine experience and their desire for the position they have been nominated for. The aforementioned resume will be delivered to the secretary within two weeks of the nomination and consists of not more than one typewritten page. The resumes received will be published prior to the election.
3. The Secretary will compile an appropriate ballot to be mailed to every regular and associate. A special return envelope that is marked "**OFFICIALBALLOT**" will be used by the member to return the ballot to the Secretary. Only ballots received in the special envelope will be counted.
4. Official Ballot Envelopes will contain a serial number, starting number will be #1 through total number of members on the mailing list at the time of mailing.
5. Official Ballot and Envelope will be returned to the Secretary, one ballot per envelope, postmarked no later than the date indicated on such ballot. The Secretary will check the serial number on the envelope against the list that was mailed, making sure only one envelope with the same number is received.
6. The Secretary will bring all Official Envelopes, unopened, to the election committee that is appointed by the President. This committee, consisting of three (3) members not involved in the current election, will open the envelopes, tabulate the ballots and attest to the totals.
7. A majority of votes cast shall elect. In the case of a tie or withdrawal, the members at the general meeting will vote and elect for any offices that ended in a tie count on the mailed ballots.

EXCEPTION: Office of President. In the case of a tie vote or withdrawal for the office of any Vice-President, the membership present at the general meeting from the districts represented by the Vice-Presidents, will vote and elect. If no members are present from the geographical areas in question, the Executive Board will elect.

8. Newly elected officers will be announced in the next newsletter following the counting of the votes and take office December 1 of the election year.
9. Election of Officers shall be every three (3) years. (Revised 3/2015)
10. A write-in candidate space will be placed on the ballot

ARTICLE VI
INSTALLATION OF OFFICERS

1. An installing officer, to conduct the installation of the newly elected officers of the Executive Board, shall be selected by the out-going President.
2. Oath of Office:

"Officers elect will repeat after me and say, using your name where I do mine:
I, _____, having been duly elected an Officer of this Association in the presence of Almighty God and this company assembled, do hereby solemnly and sincerely promise and swear that I will, to the best of my ability in word and deed, without fear of favor, faithfully, honestly and with strict impartiality, carry out as an Officer of this Association, the principals of this Association.

Now, by the power vested in me as Installing Officer on this occasion, I do hereby declare the Officers Elect legally installed and qualified to enter upon the discharge of their duties for the term ending _____, 20__, or until their successors are duly elected and installed."

ARTICLE VII IMPEACHMENT

1. Any Officer may be removed for any violation of the provisions of the By-Laws or for any personal conduct that may bring discredit upon the Association.

2. Charges for the impeachment of any Officer may be initiated by any two (2) members in good standing or a compliance committee appointed by the President and shall be presented in writing before the membership at a regular meeting for final action. The accused Officer will be given a copy of the charges against him and notified of the meeting, at which his/her trial will be held, not less than ten (10) days prior to the meeting. The accused shall be given the right to present in his/her behalf at this meeting.

3. Upon the order of 2/3 of the members present at the regular meeting hearing the charges of impeachment against the Officer, the accused shall be removed from office and never again hold any office in this Association. The same evidence may be used later for suspension or revocation of membership in this Association.

ARTICLE VIII MEMBERSHIP

1. Regular membership to this Association shall be open to any active full time paid law enforcement officer, either Federal, State, County or Municipal, who is a canine handler, trainer or administrator, pending approval of Regional Elected Officers. This shall include members of the Military Police who may be either canine handlers, trainers or administrators.
 - A. A regular member to this Association who retires while being in good standing, or is no longer a canine handler, trainer or administrator, shall retain the benefits of the Association with the exception of holding National Office or Regional Presidency.
 - B. Only regular members of the Region are eligible to hold office on the Executive Board.
2. Any regular member may continue as such in the event he/she enters military service and later returns to Canine Law Enforcement on a full time basis.
3. An associate membership may be held in the Association under the following conditions:
 - A. A person who trains canines for an established Law Enforcement Agency.
 - B. A retired full time paid Law Enforcement Officer, either Federal, State, County or Municipal, who was a canine handler, trainer or administrator who was not a member at the time of his/her retirement, pending the approval of the Regional Elected Officers. This shall include members of the Military Police that may be retired canine handlers, trainers or administrators.
 - C. Associate membership must have the approval of the Regional Elected Officers.
 - D. Associate membership shall have voting privileges but cannot hold Regional or National Office.
4. An honorary membership may be bestowed on a person for distinguished or meritorious acts in the field of canine service. The person must be well recommended. Honorary members shall be voted on at a regular membership meeting by a majority of the members present.

5. There shall be a special membership to the USPCA. These members shall be any persons so designated by the Regional Executive Board. They shall hold no office or have any voting powers, but will abide by all other bylaws, rules and regulations of this Association.
 - A. A special member shall be liable for dues and assessments. He may attend the regular meetings and be heard at the discretion of the President. He may not vote or have any other privileges that pertain to a full membership in the Association.
6. Any member may be dropped from the Association for non-payment of dues, upon final conviction of any criminal charges, for any acts that might bring discredit to the Association or using the Association or its name for personal gain or profit. Upon notification, in writing, of any of these circumstances by at least two (2) full members in good standing, to the Executive Board, the member shall be notified in writing of the circumstances charged. An investigation will be instituted by the Executive Board and a two-thirds (2/3) vote of the region at a scheduled meeting shall cause a member to be dropped from the roll.
7. All applications for membership shall be in writing, upon forms furnished for that purpose, signed by the applicant and accompanied by the prescribed fee. All new applicants will be investigated by a member of the Executive Board.
8. An applicant, having been elected to membership by the Region, shall be notified and may present himself at the next Regional meeting and subscribe to the following pledge:

“I, (member’s name), do hereby of my own free will, pledge upon my sacred honor to support the Constitution and Bylaws of this Association. That I will obey the resolutions adopted from time to time, not incompatible with my Oath as a Police Officer: and I furthermore promise that I will forward and defend the interests of this Association by all honorable means within my power.
9. At the conclusion of this pledge, a membership card, membership certificate and bylaws shall be presented to the new member.
10. Once an officer is elected, he/she will be allowed to complete his/her term if he/she is honorably retired.
11. Regional Lifetime Membership.

12. All retired, Region 1 members, in good standing with 20 years continuous membership, are eligible to have their dues paid by Region 1. The member shall complete a new application each year and submit to the Regional Secretary.

ARTICLE IX MEETINGS

1. The President shall call at least four (2) meetings of the Executive Board during the Calendar Year.
2. A quorum shall consist of at least eight (8) Executive Board members for regular meetings and at least six (6) for special meetings.
3. There shall be one (1) yearly general membership meeting; to be determined by the President.
4. Meetings shall be conducted according to Parliamentary Law. Roberts Rule of order, newly revised, shall be the guide for conducting all meetings.

ARTICLE X BYLAWS

1. It shall be the duty of the Bylaws Committee, which shall consist of three (3) members appointed by the President, to codify all proposed amendments, additions and deletions to the Bylaws. All proposed changes must be in writing to the Bylaws Committee and signed by two (2) Regional Officers. The Bylaws Committee shall present, in the final form, proposed changes to the Executive Board with recommendations. Such proposals shall lay over until the next meeting and notice of said proposals shall be sent to the membership for its consideration. A majority vote of the membership attending this meeting will confirm adoption.
2. Only regular and associate members of this Association shall be eligible to vote on policy making rules of this Association
3. Regardless, if any amendment, addition or deletion is passed unanimously, it shall be null and void if it is in direct conflict with the Articles of Incorporation.

ARTICLE XI

DUES

1. The yearly dues of the Region will be determined by the National Association but will be collected by the Region. All Region One applications received by the Nationals will be forwarded to the Region One Secretary along with the appropriate fees.
2. The yearly dues will be due on January 1st of each year and will expire on December 31st of the same year. Due cards may be issued by the Region.
3. Upon application for membership in this Association, the set fee will be collected and will cover the applicant's dues until the next January 1st when the yearly dues again become due. This section will be followed no matter when applicant applies for membership in this Association.
4. Any member who shall fail to pay dues on or before the thirty-first (31st) day of December, or who shall fail to pay assessments when due, and thereby become delinquent, shall be dropped from the membership roll, and thereby forfeit all claims against the Association.
5. Any member dropped from the membership roll, under Section 4 of this Article, may make application for reinstatement.

ARTICLE XII APPROPRIATIONS

1. All appropriations of more than \$1000.00 shall be approved by the Executive Board.
2. When any elected officer or member of the Board incurs necessary personal expenses to carry out the will of the Association, such person shall be reimbursed for the amount of said expenses, provided said expenses are itemized and submitted on a voucher to the Treasurer. Provided further, such elected officer or member of committees may draw a reasonable amount of monies from the treasury if expenses cause a burden to him if expended from his personal funds.
3. The Executive Board may authorize any officer or member of the Corporation to enter into any contract or to execute and deliver any instrument or document on behalf of the Corporation, which authority may be general or specific.
4. The Executive Board and its Trustees shall not be personally liable for its debts, liabilities or other obligations of the Corporation.

ARTICLE XIII

EVENTS

1. All Events held in the name of the United States Police Canine Association, Region One, Incorporated must be approved by the Executive Board and follow the guidelines set forth by the Association in the Events Procedures Manual.

2. Events are defined as certifications, demonstrations, seminars and any other educational activity.

ARTICLE XIV EMERGENCY FUN

1. There shall be created a special fund, to be kept separate from all other funds and resources of this Association.
2. Any member, in good standing, may apply for these funds. The intention of this fund is to help defray costs incurred by members in the event of an emergency. This would include, but not be limited to:
 - A. Death of a Work Dog in the line of duty
 - B. Legal assistance - adjunct to that provided by the National Association
 - C. Natural disaster
3. Members must apply in writing to the Executive Board, stating all circumstances surrounding the need for such funds. A committee will be appointed to investigate the request and the findings of said investigation shall be submitted, with recommendations, to the Executive Board for approval.
4. In acting upon application for funds, two (2) separate votes shall be taken, namely, (1) upon the advisability of any allowance and (2) upon the amount of fees to be allowed.
5. No member shall be entitled to funds from this Association unless he/she was a member in good standing at the time the incident occurred.
6. Funds will only be made available at such time as the funds in existence and at no time shall the funds exceed one-half (1/2) of the balance of the fund which is on deposit at the time.
7. At no time may monies be transferred from this special fund without a majority vote of the Executive Board.

ARTICLE XV

This Corporation shall not carry on or conduct any activities, which will discredit the membership of this Association.