

**CONSTITUTION
&
BY-LAWS**

OF THE

**District of Columbia
Fraternal Order of Police
Jerrard F. Young
State Lodge**



Adopted: September 7, 2024

Ronald Burgeson
President

CONSTITUTION

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Preamble

We, the law enforcement officers of the United States and the District of Columbia, do hereby associate our Lodge with the National Fraternal Order of Police for the following purposes:

To support and defend the Constitution of the United States; to inculcate loyalty and allegiance to the United States of America; to promote and foster the enforcement of law and order; to improve the individual proficiency of our members in the performance of their duties; to encourage social, charitable, and educational activities among law enforcement officers; to improve pay, benefits, and working conditions for law enforcement officers; to include, to the extent authorized by law, the formation of Labor Committees and/or Local Lodges within the State Lodge to function as labor organizations and to engage in collective bargaining; to advocate and strive for uniform application of the civil service merit system for appointment and promotion; to create a tradition of esprit de corps insuring fidelity to duty under all conditions and circumstances; to cultivate a spirit of fraternalism and mutual helpfulness among our members and the people we serve; to increase the efficiency of the law enforcement profession and thus more firmly establish the confidence of the protection of life and property.

**Article 1
(Name)**

SECTION 1. The organization shall be known as the District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge, hereinafter referred to as the State Lodge. It shall consist of such organizations as are admitted to membership and conform to its rules, regulations, and fiduciary responsibilities.

SECTION 2. The Constitution and By-Laws as set forth herein shall be applicable to and govern the conduct of the State Lodge and all Subordinate Local Lodges and Labor Committees.

SECTION 3. The right to authorize, control and restrict the use of the State Lodge's name shall lie exclusively with the Lodge's Board of Directors.

**ARTICLE 2
(Character)**

SECTION 1. The State Lodge is an organization of law enforcement officers to include the sworn members of law enforcement agencies located in the District of Columbia who have the power of arrest when on and off duty. The State Lodge shall be duly chartered and governed by the National Fraternal Order of Police. Nothing set forth herein shall be construed to eliminate any organization currently a part of the State Lodge.

SECTION 2. The General Membership shall have the right to approve or disapprove any new police organization requesting to join as Subordinate Local Lodges or Labor Committees within the State Lodge. A majority vote of the members present at the General Membership meeting shall be required.

SECTION 3. The State Lodge and its subordinate bodies shall not engage in unlawful strikes or other unlawful activity.

SECTION 4. This Constitution shall be the fundamental law of the State Lodge, and together with the By-Laws, enacted in conformance there with and the rituals adopted, shall govern the conduct of the State Lodge.

**Article 3
(Definitions)**

SECTION 1. As used herein, the following terms, phrases or words shall be defined as follows:

- A. **Committee** is a committee formed for a specific purpose and shall be composed of an odd number of not less than three (3) members appointed by the President or their designee.
- B. **Agency Trustee** shall mean a representative elected from within a member Local Lodge having at least ten 10 members, or a recognized Labor Committee or Subordinate Lodge, who shall also be an active/retired member of State Lodge. Refer to Article 19, Section 1.
- C. **Subordinate Local Lodge** or "Local Lodge" shall mean those Law Enforcement Organizations located in the District of Columbia, with sworn members of law enforcement eligible for membership in the State Lodge.
- D. **Board of Directors** shall mean and consist of the President, Vice-President, Recording Secretary, Treasurer, Financial Secretary, and Sergeant-at-Arms, Inner Guard, Outer Guard, three (3) Trustees-at-Large, Past-President, Agency Trustees, and Local Lodge Presidents or Labor Committee Chairpersons.

- E. **Board of Trustees** shall consist of the three (3) Trustees-at-Large.
- F. **District of Columbia National Board Trustee** shall mean the Delegate of the State Lodge who is elected by the Delegate members that attend the National Fraternal Order of Police Biennial Conference. This person acts as the State Lodge Trustee for the National Fraternal Order of Police.
- G. **Elected Officers** shall mean and consist of the President, Vice-President, Recording Secretary, Treasurer, Financial Secretary, Sergeant-at-Arms, Inner Guard, Outer Guard, three (3) Trustees-at-Large, Local Lodge Presidents and Labor Committee Chairpersons, and the District of Columbia National Trustee.
- H. **Executive Board** shall mean and consist of a President, Vice-President, Recording Secretary, Treasurer, Financial Secretary, Sergeant-at-Arms, Inner and Outer Guards, and (3) Trustees-at-Large.
- I. **Full-Time** shall mean law enforcement officers that are engaged in such employment as their full-time occupation as to hours worked and income derived as determined by the State Lodge. The term may also include law enforcement officers that are employed with multiple law enforcement agencies and are engaged in such employment as their full-time occupation on average of at least 30 hours per week.
- J. **Good Cause** shall mean nonfeasance, misfeasance, malfeasance, dishonesty, or refusal to carry out the will of the general membership.
- K. **Good Standing** shall mean a member who has fulfilled all requirements of membership in good standing in the State Lodge, and for whom an appropriate per capita tax has been paid to the National FOP.
- L. **National FOP** is designated as the National Fraternal Order of Police, located at 701 Marriott Drive, Nashville, Tennessee 37214.
- M. **Immediate Past President** shall be defined as any person elected to the office of State Lodge President, currently in good standing, and who served not less than one (1) full term and was not removed or resigned from office.
- N. **Just Cause** for suspension shall be defined as establishing a preponderance standard to believe that a member's action(s) committed a violation of the State Lodge's Constitution and By-Laws.
- O. **Subordinate Local Lodge** or "Local Lodge" shall mean a group of ten (10) or more sworn members of a law enforcement organization eligible for membership in the State Lodge and chartered and recognized by the State Lodge to represent themselves and conduct business as such. Subordinate Local Lodges may be either a Fraternal Organization or be members of a single certified or certifiable bargaining unit within the employing law enforcement organization and are recognized by the State Lodge as representing themselves and conducting business as such.
- P. **Labor Committee** shall mean sworn members of a law enforcement organization eligible for membership in the State Lodge, whose employees are members of a single certified or certifiable bargaining unit within the employing law enforcement organization and are recognized by the State Lodge as representing themselves and conducting business as such.
- Q. **Local Lodge President** shall mean the President of a Subordinate Local Lodge, who shall be an active member of the State Lodge.
- R. **Labor Committee Chairperson** shall mean the Chairperson of a Labor Committee, who shall be an active

member of the State Lodge.

- S. **Member in Good Standing** shall mean a member who has fulfilled all requirements of membership in good standing in the State Lodge, whose dues are not in arrears more than thirty (30) days, and for whom appropriate per capita tax has been paid to the National FOP.
- T. **Officer(s)** shall mean a Member who holds an appointed position within one of the State Lodge's established committees.
- U. **Regularly Appointed Law Enforcement Officer** shall mean, for the purposes herein, any law enforcement officer who meets the minimum standards, has received the training and education required by the United States, the State, the political subdivision, or agency by which they are appointed, and is granted enforcement and arrest powers.
- V. **Standing Committee** shall mean a permanent committee as named and defined in the By-Laws consisting of an odd number of members, and chaired by a member in good standing.
- W. **State Lodge** is designated as the District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge, headquartered at 711 4th Street NW, Washington, DC 20001.

Article 4 (Membership)

SECTION 1. Any regularly appointed and or elected full-time law enforcement officer or sworn member of the agencies included in Article II, Section 1, shall be eligible for membership in the State Lodge, subject to provisions of the Constitution and the By-laws of the State Lodge. The term "full time" means law enforcement officers who are engaged in such employment as their principal source of livelihood and who qualify under Article II, Section 1.

SECTION 2. Membership shall be open to every eligible person without discrimination or penalty by reason of age, sex, race, national origin, religious or political convictions, or any other grounds prohibited by applicable law within the District of Columbia.

SECTION 3. There shall be 2 classes of membership:

A. Active Membership

- i. Shall include regularly appointed law enforcement officers or elected full-time law enforcement officers.
- ii. Shall include retired regularly appointed or elected law enforcement officers who have remained in good standing with their State and Subordinate Lodges after retirement from their law enforcement agency.
- iii. May include, subject to the approval of the State Lodge, regularly appointed or elected law enforcement officers who have resigned from their law enforcement duties and who have remained in good standing with their law enforcement agency, the State Lodge, and Subordinate Lodge subject to the provisions of Public Law (P. L.) 111-272, as amended in 2019, 18 USC 926 (C) (LEOSA).
- iv. Only active members, as herein defined, shall have voice and vote.

B. Honorary Membership

- i. Honorary members are individuals recognized by the Lodge's Board of Directors for exceptional service or contribution to the Nation, State, political subdivision, or otherwise the law enforcement community, or the National Fraternal Order of Police, but may not include individuals that qualify for Active Membership.
- ii. The Lodge President has the discretion of recommending Honorary Members to the Board of Directors for approval.
- iii. Honorary Members shall not have a vote or hold office in the State Lodge.

SECTION 4. No person shall be simultaneously a member of more than one (1) Local Lodge of the Fraternal Order of Police.

SECTION 5. The State Lodge shall deny membership to anyone who is a member of any organization which advocates the abolition or destruction of the any government by illegal means, and membership shall be denied to any person identified with corrupt influences, pursuant to applicable law.

SECTION 6. Nor shall any member who is delinquent on dues, or who has been suspended by a State Lodge or a Subordinate Lodge for any reason, be eligible for membership in any other State Lodge or Subordinate Lodge until such suspension has been lifted.

SECTION 7. The Lodge may deny any membership, or continuation of membership, to anyone convicted of a felony crime in any court of the United States, or any state court, once all appeals have been exhausted.

SECTION 8. Associate Membership

- a. The Lodge recognizes, acknowledges and validates Associates of the Fraternal Order of Police. Such Associates shall be known as District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge Associates. Such Associate members shall be subject to the control and supervision of this Lodge and shall conform to the supervision of this State Lodge and be governed by this Constitution and the By- Laws and the National Fraternal Order of Police.
- b. Associate members are supporters of the law enforcement community who are sponsored by an active member.
- c. Associate members are not eligible to vote or hold office in the Lodge.

Article 5 (Organization)

SECTION 1. The State Lodge shall consist of the District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge, it's Subordinate Local Lodges, and recognized Labor Committees.

SECTION 2. Within the State Lodge there may be formed one or more Subordinate Local Lodges and/or Labor Committees which are certified or are certifiable bargaining units.

SECTION 3. Within the State Lodge there may be formed an Auxiliary to the District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge. Such Auxiliary shall be known as District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge Auxiliary.

**Article 6
(Elected Officers)**

SECTION 1. The Elected Officers of the Lodge shall be elected officers of District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge consisting of the President, Vice- President, Recording Secretary, Financial Secretary, Treasurer, Sergeant-at-Arms, Inner Guard, Outer Guard, three (3) Trustees-at-Large, Agency Trustees, and Local Lodge Presidents or recognized Labor Committee Chairpersons.

**Article 7
(Executive Board)**

SECTION 1. The Executive Board for the Lodge shall consist of a President, Vice- President, Recording Secretary, Financial Secretary, Treasurer, Sergeant-at-Arms, Inner and Outer Guards, and three (3) Trustees-at-Large.

SECTION 2. The Executive Board shall have and exercise all administrative powers of the Lodge and have the authority to transact business to accomplish the aims and objectives of the membership in accordance with these Constitution and By-Laws.

SECTION 3. Any vacancy on the Executive Board may be temporarily filled by an Elected Officer named by the President of the Lodge as prescribed in the Lodge's Constitution and By-Laws.

SECTION 4. In the event that a vacancy of the Executive Board is that of the President, the Vice-President shall temporarily assume the official duties of the President in ALL aspects. Refer to By-Laws Article 11, Section 2.

**Article 8
(Board of Directors)**

SECTION 1. The Board of Directors for the Lodge shall consist of a President, Vice- President, Recording Secretary, Financial Secretary, Treasurer, Sergeant-at-Arms, Inner Guard, Outer Guard, the three (3) Trustees-at-Large, Immediate Past-President, Agency Trustees, Local Lodge Presidents, and recognized Labor Committee Chairpersons.

SECTION 2. Any vacancy on the Board of Directors shall be filled by the person who assumes that position as prescribed in the State Lodge's Constitution and By-Laws.

SECTION 3. Any Agency Trustee, Local Lodge President, of Labor Committee Chairperson vacancy on the Board of Directors shall be filled by the person who assumes that position as prescribed in the Local Lodge's or Labor Committee's Constitution and By-Laws, and who shall be an active member in good standing of the State Lodge.

SECTION 4. The Board of Directors of the District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge shall meet at least quarterly as directed by the By-Laws, and shall have no fewer than eleven (11) of said Board present to constitute a quorum for transacting the business of the State Lodge. In the event a quorum is not present, a lesser number may adjourn the meeting to a future time within thirty (30) days if so

necessary.

SECTION 5. Any Board of Directors member(s) that are unable to attend an “in person” meeting of the Board of Directors, may participate in the meeting by teleconference, videoconference, or any other technology-aided method, with the consent of the Executive Board members who are physically present at such meeting.

**Article 9
(Board of Trustees)**

SECTION 1. Board of Trustees shall consist of the three (3) Trustees-at-Large. The Chairman of the Board of Trustees will be elected within the Board of Trustees itself, as directed by the By-Laws.

**Article 10
(President)**

SECTION 1. The President will be the Chief Executive Officer of the Lodge.

SECTION 2. The President shall preside at all meetings of the Lodge. The President shall have general management authority of the business of the Lodge and shall see that all orders and resolutions of the Executive Board, the Board of Directors, and the General Membership are carried into effect.

SECTION 3. The President shall cast the tie-breaking vote at all Executive Board, Board of Directors, and any regular and special General Membership meetings.

SECTION 4. The President, together with the Recording Secretary and Financial Secretary, shall execute any and all contracts that may be authorized by the Board of Directors and the Lodge's General Membership.

SECTION 5. The President shall be an ex-officio member of all State Lodge Committees.

SECTION 6. The President shall have the power to form and appoint any committee to inquire into any affair or matter affecting or concerning the State Lodge.

SECTION 7. The President shall have the authority to call a special or emergency General Membership meeting of the State Lodge, Executive Board, or the Board of Directors, when he/she deems it necessary.

SECTION 8. The President shall at each meeting of the Executive Board, the Board of Directors, or the General Membership submit a complete and comprehensive report of the official business transacted subsequent to the last meeting, together with such recommendations as deemed advisable.

SECTION 9. The President shall at the expiration of his/her term of office or termination thereof for any reason, convey to his/her successor all unfinished business of the Lodge within ten (10) business days thereafter. The President shall deliver all books, documents, records, paraphernalia, equipment and all other Lodge property in his/her possession and shall require and receive a receipt from his/her successor for same.

SECTION 10. The President shall have the authority, when countersigned by the Treasurer and/or the Financial Secretary and/or the Recording Secretary, to draw, sign, and issue checks, drafts and money orders for the withdrawal of Lodge funds for the prompt payment of all lawful obligations of the Lodge. However, the President shall not spend more than \$1,000.00 per month for non-recurring items not within the budget without the prior approval of the Board of Directors and the General Membership.

SECTION 11. The President shall have the authority to appoint a Parliamentarian with the approval of the Board of Directors.

SECTION 12. The President shall furnish a bond for the faithful performance of his duties performed by his office. Such form and amount as approved by the Board of Directors shall be paid for by the Lodge.

SECTION 13. The President shall have the authority to appoint a Chaplain with the approval of the Board of Directors.

**Article 11
(Immediate Past-President)**

SECTION 1. The Immediate Past-President shall assist the President and the members of the Executive Board and the Board of Directors in the performance of their respective duties.

SECTION 2. The Immediate Past-President shall be deemed a member of the Board of Directors and shall have both a voice and vote.

SECTION 3. The Immediate Past-President shall execute any or such assignments as may be directed or assigned by the President, Executive Board, or the Board of Directors.

**Article 12
(Vice-President)**

SECTION 1. The Vice-President shall attend the meetings of the Executive Board, Board of Directors, and the General Membership meetings of the Lodge, and shall preside at those meetings in the absence of the President.

SECTION 2. The Vice-President shall have the authority to perform the duties of the President in the event of his/her absence, as governed by the By-Laws.

SECTION 3. The Vice-President shall execute any and all assignments as may be directed by the President, Executive Board, and/or vote of the Board of Directors or the General Membership.

SECTION 4. The Vice-President shall at the expiration of his/her term of office or termination thereof for any reason, convey to his /her successor all unfinished business of the Lodge within ten (10) business days thereafter. The Vice-President shall deliver all books, documents, records, paraphernalia, equipment and all other Lodge property in his/her possession and shall require and receive a receipt from their successor for same.

SECTION 5. The Vice-President shall temporarily be declared the President in the event the office of the President becomes vacant for any reason. Refer to By-Laws Article 11, Section 2.

**Article 13
(Recording Secretary)**

SECTION 1. The Recording Secretary shall have custody of all books, records, documents, the Seal of the Lodge and all equipment and paraphernalia pertinent to his/her duties under the general authority of the President, the Executive Board, and the Board of Directors.

SECTION 2. The Recording Secretary shall record and transcribe all minutes of the Executive Board, Board of the Directors, and the General Membership meetings of the Lodge, and submit such for vote of approval or rejection at the next respective meeting(s).

SECTION 3. The Recording Secretary shall conduct the general correspondence of the Lodge.

SECTION 4. The Recording Secretary shall be the official custodian of the Constitution and By-Laws, which shall be authenticated by the Seal of the State Lodge and the penned signature of the President.

SECTION 5. The Recording Secretary shall at the expiration of his/her term of office or termination thereof for any reason, convey to his successor all unfinished business of the Lodge within ten (10) business days thereafter. The Recording Secretary shall deliver all books, documents, records, paraphernalia, equipment, and all other Lodge property in his/her possession and shall require and receive a receipt from their successor for same.

SECTION 6. The Recording Secretary shall execute all assignments as may be directed by the President, Vice-President, the Executive Board, and the Board of Directors.

SECTION 7. The Recording Secretary and the Financial Secretary shall, together with the President, execute any and all contracts that may be authorized by the Board of Directors.

SECTION 8. The Recording Secretary shall have the authority, when countersigned by the President and/or Financial Secretary and/or Treasurer, to draw, sign, and issue checks, drafts and money orders for the withdrawal of State Lodge funds for the prompt payment of all lawful obligations of this Lodge.

Article 14 (Financial Secretary)

SECTION 1. The Financial Secretary shall have charge of the financial records of the State Lodge, including all books, cards and papers showing the payments and non-payments of dues and/or assessments by members of the Lodge.

SECTION 2. The Financial Secretary books shall be open for the inspection by any member of the Board of Directors as requested.

SECTION 3. The Financial Secretary shall at the expiration of his/her term of office or termination thereto for any reason, convey to his/her successor all unfinished business of the Lodge within ten (10) business days. The Financial Secretary shall also deliver all books, documents, records, paraphernalia, equipment and all other Lodge property in his/her possession and shall require and receive a receipt from their successor for the same.

SECTION 4. The President shall, together with the Financial Secretary, or Recording Secretary, or Treasurer, execute any and all contracts that may be authorized by vote of the Board of Directors, or that of the General Membership.

SECTION 5. The Financial Secretary shall have the authority, when countersigned by the President or the Treasurer or the Recording Secretary, to draw, sign, and issue checks, drafts and money orders for the withdrawal of Lodge funds for the prompt payment of lawful obligations of the Lodge.

Article 15
(Treasurer)

SECTION 1. The Treasurer shall receive and take charge of all monies belonging to the Lodge.

SECTION 2. The Treasurer shall keep accurate records of all receipts and disbursements which shall be made available at all times for examination by any member of the State Lodge in good standing, as reasonably requested.

SECTION 3. The Treasurer shall have the authority, when countersigned by the President or Financial Secretary or Recording Secretary, to draw, sign, and issue checks, drafts and moneyorders for the withdrawal of Lodge funds for the prompt payment of all lawful obligations of the Lodge.

SECTION 4. The Treasurer shall at the expiration of his/her term of office or termination thereto for any reason, convey to his/her successor all unfinished business of the Lodge within ten (10) business days. The Treasurer shall also deliver all books, documents, records, paraphernalia, equipment and all other Lodge property in his/her possession, and shall require and receive a receipt from their successor for same.

Article 16
(Sergeant-at-Arms)

SECTION 1. The Sergeant-at-Arms shall examine dues cards of officers and members, ascertaining that all present at the General Membership meeting of the Lodge are in good standing, take up the password, and report to the President that all present are members in Good Standing.

Article 17
(Guards)

SECTION 1. There shall be two (2) Guards known as the Inner Guard and the Outer Guard, who shall examine dues cards of officers and members attending General Membership meetings and maintain control of the Lodge Hall or meeting place.

Article 18
(Trustees-at-Large)

SECTION 1. There shall be three (3) Trustees-at-Large consisting of the three (3) elected Trustees of the District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge.

SECTION 2. The Trustees-at-large shall constitute a board which shall be known as the "Board of Trustees." They shall elect from among their own number, by voice vote or by show of hand, one member to be known as Chairperson of the Board of Trustees. They shall perform duties as described in Article 17 of the By-Laws.

Article 19
(Agency Trustees)

SECTION 1. Agency Trustees shall be composed of those members who are elected by their respective law enforcement agencies, as a Trustee to the Board of Directors. These trustees shall be elected in November of the odd number year and shall be installed in January of the forthcoming year. These trustees shall be active members of the State Lodge.

SECTION 2. Such elected Trustee shall be a sworn member or retiree of the agency which they represent.

**Article 20
(Chaplain)**

SECTION 1. The Chaplain shall offer the opening and closing prayers at all Lodge meetings and render such assistance as may be necessary in times of illness and bereavement to the members in need.

SECTION 2. The Chaplain is an appointed position by the President and may attend and participate in meetings of the Board of Directors as governed by the By-Laws Article 19, Section 2.

**Article 21
(General Counsel)**

SECTION 1. There shall be a General Legal Counsel of the District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge, who shall be retained on an annual basis and who shall be designated by the President with the approval of the Board of Directors.

**Article 22
(Discipline)**

SECTION 1. This article shall govern discipline of officers and members, and shall be interpreted in such a manner as to afford equity and fairness to all.

A. Any and all charges shall be in writing, attested to, and served upon the Recording Secretary to the Lodge.

B. The Constitution and By-Laws Committee shall review all allegations of violations of the Constitution and By-Laws submitted to the Recording Secretary in writing.

SECTION 2. Discipline shall be initiated by the Lodge and imposed upon an individual member or officer only in extraordinary circumstances where the member or officer has acted or failed to act in regard to a matter of direct and significant importance to the Lodge or has violated this Constitution, the By-laws, or the Ritual of the Order. Such member shall be afforded a hearing in accordance with and as directed in the By-Laws Article 21.

SECTION 3. Individual Members

A. In any case of discipline involving suspension, expulsion or removal from office of an individual member and upon the decision of the Lodge, an appeal may be taken to the National Board of Trustees and, ultimately, to the Biennial National Conference.

B. An appeal may be taken to the Biennial National Conference regarding any disciplinary action imposed upon an individual member by the State Lodge.

SECTION 4. Elected Officers

A. State Lodge officers shall be subject to discipline, including censure, reprimand, and removal from office or expulsion from the Order only upon proof of good cause.

B. A State Lodge officer against whom discipline is imposed shall be entitled to all rights and processes outlined in the By-Laws Article 21, and ultimately, the same right of appeal afforded

all individual members as outlined in Article 22 Section 3 of the State Lodge Constitution.

**Article 23
(Auxiliary)**

SECTION 1. The Lodge recognizes, acknowledges, and validates The Auxiliary of the Fraternal Order of Police. The Auxiliary shall be subject to the control and supervision of this State Lodge and shall conform to and be governed by this Constitution and By-Laws and the State Lodge as well as the National Fraternal Order of Police.

**Article 24
(Order of Business)**

SECTION 1. There shall be an official order of business by which the meetings of the Lodge shall be conducted. This order shall be established by and described in the By-Laws.

**Article 25
(Parliamentary Procedures)**

SECTION 1. Except as provided in the Constitution and By-Laws, the latest edition of Roberts Rules of Order shall govern the conduct and deliberations of all Boards, General Membership, and other meetings of the Lodge.

**Article 26
(Amendments)**

SECTION 1. Proposed amendments shall be submitted to the Recording Secretary for presentation to the General Membership by consensus of a majority of the Board of Directors of the Lodge. No proposed amendment shall become a part of the Constitution and By-Laws except upon two-thirds (2/3) vote by the General Membership present at a General Membership meeting of the Lodge.

SECTION 2. Proposed amendments to this Constitution and By-Laws shall be submitted in writing to the Recording Secretary and then sent to the Constitution and By-Laws Committee for consideration at least thirty (30) days prior to the next regular General Membership meeting and at least sixty (60) days prior to the General Membership meeting at which it will be voted on.

SECTION 3. A proposed amendment shall contain the precise language of the proposed amendment; shall specifically set forth the language to be added, deleted and/or revised, and shall identify each and every Article and Section of this Constitution or By-Laws affected hereby. Proposed amendments shall not be set forth in resolution form but shall be accompanied by a statement, not to exceed one (1) page in length, setting forth the basis for the proposed amendment.

SECTION 4. The Recording Secretary shall supply copies of the proposed amendment(s) to each member of the Board of Directors and, as requested, to each member present at the General Membership meeting prior to the meeting at which time the amendment(s) shall be voted on.

SECTION 5. The proposed amendment(s) shall then be voted on at the next general membership meeting not to exceed ninety (90) days from the receipt of the proposed amendment(s) by the Recording Secretary. The amendment(s) shall require two-thirds vote of those members present at that meeting to adopt the amendment(s).

Article 27
(Dues and Assessments)

SECTION 1. Annual dues for active members shall be determined by the Board of Directors with the approval of the membership.

SECTION 2. Annual dues for Associate membership shall be determined by the Board of Directors with the approval of the membership.

Article 28
(Official Ritual)

SECTION 1. There shall be an official Ritual of the Order which shall be known as the National Fraternal Order of Police Ritual.

Article 29
(Article of Fiduciary Responsibility)

SECTION 1. There shall be an Article of Fiduciary Responsibility for the District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge.

Article 30
(Delegates)

SECTION 1. The number of Delegates for conferences will be governed by the provisions set forth by the National Fraternal Order of Police. Delegates shall be elected for a term of two years and serve under the provisions of the By-Laws.

Article 31
(Standing Committees)

SECTION 1. There shall be seven (7) Standing Committees for the Lodge: Legal Aid Committee; Membership Committee; Constitution and By-laws Committee; Financial Assistance Committee; Legislative Committee; Members Benefit Committee; and Club/Restaurant Committee.

Article 32
(Subordinate Local Lodges)

SECTION 1. There may be formed within the Lodge one or more Subordinate Local Lodges. Each Local Lodge shall consist of the employees of a law enforcement organization eligible for membership in the State Lodge.

SECTION 2. Each Local Lodge formed within the State Lodge shall exist and operate for the purpose of representing the employees of said Local Lodge, including negotiating a collective bargaining agreement with the employer on behalf of unit members where permitted, and otherwise functioning as permitted as a labor organization to improve the pay, benefits and working conditions of the unit members, as authorized by applicable law. Each Local Lodge must seek and obtain certification to represent its members from the applicable certifying authority for the employing organization.

SECTION 3. Any law enforcement organization or prospective lodge that does not have bargaining rights shall have the ability to form a Fraternal Lodge and shall enjoy all fraternal rights and privileges under the State Lodge.

Membership within any Local Lodge shall be based solely on the criteria of employment and applicable law, and no candidate for membership or office within a Local Lodge shall be barred or penalized by reason of age, sex, race, national origin, religious or political conviction, or any criteria prohibited by law.

SECTION 4. Each Local Lodge formed within the State Lodge shall adopt its own constitution, by-laws, rules, regulations and procedures, provided that:

- A.** Such charter, constitution, by-laws, rules, regulations, and procedures shall comply with the applicable laws, rules, and regulations governing the conduct of labor organizations within the applicable jurisdiction.
- B.** Such charter, constitution, by-laws, rules, regulations, and procedures do not conflict with the Constitution and By-Laws of the State Lodge, and the National FOP Lodge.
- C.** To the extent that a Local Lodge does not adopt its own constitution, by-laws, rules, regulations and procedures, its operations shall be governed by the applicable provisions of the State Lodge Constitution and By- laws, unless such are in conflict with applicable law or regulation.
- D.** Copies of the proposed constitution, by-laws, rules, regulations and procedures, and amendments thereto, must be submitted to the State Lodge for review and approval of the Board of Directors in conformity with the standards established herein; No Local Lodge shall make contracts or incur liabilities on behalf of the State Lodge unless authorized in writing to do so by the State Lodge's Board of Directors. The State Lodge shall not be liable under such agreement unless such was authorized by the State Lodge Board of Directors.
- E.** Each Local Lodge shall ensure that its members are provided with a copy of the current collective bargaining agreement, as well as that of the Constitution and By-Laws applicable to the members of that Local Lodge.

SECTION 5. Each Local Lodge formed within the State Lodge shall organize itself to operate democratically through the election of officers by means of periodic elections subject to recognized safeguards and provisions to ensure the right of all members of the unit to participate in the nominating and electoral process.

SECTION 6. Each Local Lodge shall maintain fiscal integrity in the conduct of its affairs, and include provisions for accounting and financial controls and reports or summaries to members. Officers and agents of a Local Lodges are prohibited from having businesses or financial interests which conflict with their duty to the organization and its members. No person identified with corrupt influences, pursuant to applicable law, shall be an officer in a Local Lodge. Each Local Lodge shall cause an audit of its financial books, records and funds to be made at a regular interval by an independent professional accountant, as designated by the Local Lodge's Executive Board, and agreed and voted upon by its general membership. Audits shall be in accordance with standard accounting procedures and shall be available to the membership of the Local Lodge. All Local Lodge officers and employees authorized to sign checks to disperse unit funds or handling of unit monies shall be bonded in amounts and in a manner designated by the Local Lodge or its governing body. All Local Lodges shall send a letter to the State Lodge confirming that the audit of their financial records is completed in compliance with their own By-Laws promptly upon said audits completion.

SECTION 7. Dues and other assessments shall be applied in a uniform manner to all members of a Local Lodge in accordance with applicable provisions of law and the By-Laws of each Local Lodge. From the amount collected as dues or assessments from each member of a Local Lodge, an amount equal to the annual dues of the State Lodge shall be paid to the State Lodge. Payment of such fee shall entitle each member of a Local Lodge full membership in the State Lodge, according to their status, upon application by the member and approval by the State Lodge. Local Lodges and the State Lodge may enter into agreements for the provision (procurement) of services and the payment of fees as may be determined by the Local Lodge and the State Lodge, provided that any such agreements are disclosed to the members and are not contrary to applicable law.

SECTION 8. Local Lodges shall hold periodic general membership meetings on a regular basis, which shall be announced in advance and open to all members of the Local Lodge.

SECTION 9. Each Local Lodge shall establish procedures securing the right of all members to fair and equal treatment under the governing rules of the Local Lodge, and to a fair process in disciplinary proceedings.

SECTION 10. Each Local Lodge formed within the State Lodge shall, at all times, conduct its operations in a democratic manner, acting in the best interests of its members, and in conformity with the State Lodge Constitution, By-Laws, and applicable law.

ARTICLE 33 (Labor Committees)

SECTION 1. There may be formed within the State Lodge those recognized Labor Committees, as outlined and directed by the State Lodge By-Laws.

SECTION 2. Unless otherwise defined or directed by the State Lodge Constitution and By-Laws, those Labor Committees and their membership recognized by the State Lodge shall enjoy all rights, privileges, governance, and limitations, as any officer or member of a Local Lodge, as addressed in the State Lodge Constitution and By-Laws.

SECTION 3. Labor Committee Officers shall be enjoined to the same rights, privileges, responsibilities, and limitations as those of their respective Local Lodge Officer positions.

ARTICLE 34 (Legal Aid)

SECTION 1. The State Lodge may facilitate the cooperative availability and use of a group legal aid plan(s), which will protect State Lodge members from legal action in the course of their duties as law enforcement officers. Such plan(s) may be administered through the National Fraternal Order of Police, this State Lodge, Local Lodges, Labor Committees, or the plan provider's office.

SECTION 2. The service provider for any legal aid plan(s) shall be determined by the Board of Directors upon recommendation of the Legal Aid Committee. The provisions and the terms of any legal aid plan(s) administered by the State Lodge shall be at the discretion of the Board of Directors.

SECTION 3. All dues for participation in any legal aid plan(s) shall be the responsibility of the individual member.

SECTION 4. Members shall have the right to select any legal aid plan regardless of any endorsement(s) by

the State Lodge, or to decline any or all legal aid plans. However, the State Lodge shall not be held liable for legal expenses incurred by individuals and/or groups, utilizing other than approved legal services.

SECTION 5. There shall be a Legal Aid Committee, the purpose of which shall be to assist in the establishment and coordination of any legal aid plan(s) as may from time to time be adopted by the Board of Directors.

BY-LAWS

Article 1 (Name)

SECTION 1. No member shall use the name or insignia of the Fraternal Order of Police or that of the District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge except as authorized by the Board of Directors or as set forth herein.

SECTION 2. The unauthorized use or abuse of the name or insignia of the Fraternal Order of Police Lodge or that of the District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge or the infringement of a trademark thereof, by a member, shall be grounds for discipline, including suspension, expulsion, or removal from office.

SECTION 3. The Recording Secretary shall promulgate such rules as necessary to protect, police, regulate and license the trademarks of the District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge and to ensure that the name and insignia of this Lodge is used only for the purposes established by and in accordance with the authority granted by the Board of Directors.

Article 2 (Character)

SECTION 1. The District of Columbia Fraternal Order of Police Jerrard F. Young State Lodge, hereinafter referred to as the “State Lodge” shall be cognizant of all matters of local and national scope and concerns affecting the welfare and interests of law enforcement officers and their dependents. The Board of Directors, or in case of an emergency, the President, shall take such immediate action as shall be necessary to safeguard their welfare or interests by providing aid and such other services as needed.

SECTION 2. In regional or national matters, the Board of Directors or the President may provide such legal or technical advisory services as may be appropriate.

Article 3 (Membership)

SECTION 1. The State Lodge shall be the judge of its membership, subject to the provisions of these Constitution and By-Laws.

SECTION 2. Any member other than a Member in Good Standing as defined in the Constitution, Article 3, Section 1, paragraph K, may be denied all benefits and privileges not specifically denied by any other section of these By-Laws by a majority vote of the Board of Directors.

SECTION 3. Any person wishing to join the State Lodge as an Associate Member, must be recommended by a current member, fill out an application form, and pay dues in advance. Decisions concerning acceptance into membership are made by the general membership.

SECTION 4. “Demit (Transfer) Membership” A member seeking to demit/transfer membership must submit an application form, dues, and a letter of good standing from their current Lodge. Admission to membership is

subject to approval by the Membership Committee, upon receipt of the required documents. dues, adherence to the Constitution and By-Laws, and submitted for approval at a General Membership meeting by a vote of the majority members present.

SECTION 5. The Membership Committee Chairperson shall notify an applicant within ten (10) days as to the acceptance or rejection of his application by the General Membership. There shall be no appeal.

SECTION 6. The applicant, after having been notified of his/her acceptance to membership, shall present himself/herself for initiation at a general membership meeting within three (3) months from the date of such notification. Special exceptions to this rule shall be allowed at the discretion of the Board of Directors.

Article 4 (Organization)

SECTION 1. Meetings of the General Membership shall be held quarterly on the second Wednesday of January, April, July, and October, unless thirty (30) day notice is given to the Board of Directors and the general membership. The locations of these meetings shall be arranged by the Recording Secretary. This section does not prohibit the President from calling additional meetings at his/her discretion.

SECTION 2. At any general membership or special meeting of the State Lodge, fifteen (15) or more active members and eleven (11) members of the Board of Directors (BOD) shall constitute a quorum. In the instance that the Recording Secretary is absent, the President shall appoint a member of the BOD to act as the Recording Secretary.

SECTION 3. The majority vote of the members present shall govern all matters pertaining to the State Lodge business except where otherwise directed by this Constitution and By-Laws.

SECTION 4. At all Lodge meetings, a register shall be kept by the Recording Secretary of all members present.

Article 5 (Elections)

SECTION 1. Any member in Good Standing for a period of twelve (12) consecutive months or more immediately preceding the holding of any election and who has met all qualifications for membership in the State Lodge and is an Active Member in Good Standing and has met all other requirements of the By-laws shall be eligible for nomination for election to any office.

SECTION 2. Nomination for Officers shall be held at the regular meeting in October of each odd numbered year.

SECTION 3. Eligible members seeking nomination may do so by submitting notice to the Recording Secretary on or before the date of the nominations meeting.

SECTION 4. Nominations for office shall also be entertained from the floor at the nomination meeting. The nomination must be personally accepted by the nominee.

SECTION 5. No member shall be a nominee for more than one (1) elected office.

SECTION 6. There shall be a nominating committee, consisting of three Active Members, who will verify the

eligibility of the candidate seeking the elected office.

SECTION 7. Election of Officers shall be by secret ballot at a special meeting in November of each odd numbered year.

SECTION 8. The names of all nominees shall appear on a printed ballot the day of the election. The order in which the names appear within each office shall be determined by a random process. There shall be no provisions offered for "write-in" candidates, and any attempt or occurrence of such will be disregarded.

SECTION 9. There shall be an Election Committee consisting of such Active Members as necessary for the orderly process of the election.

SECTION 10. The Election Committee shall be responsible for the voting poll(s), at the location(s) designated by the Board of Directors, which shall be open to members on election day from 7:00 a.m. to 7:00 p.m. These particular hours will be adhered to unless an official recommendation is made by the Board of Directors who may alter said hours if deemed necessary.

SECTION 11. The Election Committee shall be responsible for maintaining order at the poll(s) and for ensuring the polling is conducted in an orderly, neutral atmosphere. The Election Committee shall be responsible for the security of all ballots and for the integrity of the voting procedure. The Election Committee shall, during polling hours, maintain the voting area in such manner as to keep the area free from discarded campaign paraphernalia and assorted literature distributed by the various candidates.

SECTION 12. Upon completion of the voting, the Election Committee shall count the votes immediately. The candidate receiving the highest number of votes shall be declared elected.

SECTION 13. In case of a tie between candidates having the highest number of votes in one office, a run-off election shall be held within ten (10) days.

SECTION 14. The President shall appoint a Judge of Election the day of the election and prior to casting of ballots.

SECTION 15. The Judge of Election shall supervise the counting of votes and report the results to the membership. The decision of the Judge of Election shall be final. The Judge of Election shall instruct the Election Committee to abstain in any way whatsoever from aiding or assisting voters in their selection of any or all perspective candidates.

SECTION 16. The installation of the elected Officers shall be held at the general membership meeting in January in the forthcoming year.

SECTION 17. The type of affair for the installation of the elected Officers shall be the decision of the Board of Directors.

Article 6 (Executive Board)

SECTION 1. The Executive Board for the State Lodge shall mean and consist of a President, Vice- President, Recording Secretary, Financial Secretary, Treasurer, Sergeant-at-Arms, Inner and Outer Guards, and three (3)

Trustees-at-Large.

SECTION 2. Any member of the Executive Board who shall miss any three (3) General Membership or Board of Directors meetings or any other meeting officially called within any calendar year, without the approval of the President or Vice President, shall be declared absent, and the office which the member holds shall be declared vacant.

SECTION 3. Any Executive Board officer that may resign or otherwise be removed from office as an Executive Board officer may be temporarily replaced by an Active Member in good standing, as named by the President of the State Lodge and confirmed by the remaining Executive Board. In such an event, the General Membership shall hold an election for the vacant office within ninety (90) days of the vacancy. The Order of Succession shall follow the order of positions in Section 1.

Article 7 (Board of Directors)

SECTION 1. The Board of Directors (BOD) for the State Lodge shall mean and consist of a President, Vice-President, Recording Secretary, Financial Secretary, Treasurer, Sergeant-at-Arms, Inner Guard, Outer Guard, and the three (3) Trustees-at-Large, Immediate Past-President, Agency Trustees, Local Lodge Presidents, and the Chairpersons of each certified Labor Committee.

SECTION 2. The expenses of the members of the Board of Directors of the State Lodge attending meetings or conferences may be paid by the State Lodge.

Article 8 (Board of Trustees)

SECTION 1. Board of Trustees shall consist of the three (3) Trustees-at-Large. They shall elect from among their own number, by voice, vote, or show of hand, one member to serve and be recognized as the Chairman of the Board of Trustees.

Article 9 (President)

SECTION 1. The President upon petition from a majority of the Board of Directors shall call an emergency meeting.

SECTION 2. The President shall have the authority to appoint a Parliamentarian with approval from the Board of Directors.

SECTION 3. The President shall be the complainant for any Ad-hoc committee hearing held in any disciplinary proceedings against a party charged on behalf of the State Lodge.

SECTION 4. The President shall furnish a bond for the faithful performance of his duties. The bond will be in such form and amount as approved by the Board of Trustees and shall be paid for by the State Lodge.

Article 10
(Immediate Past-President)

SECTION 1. The Immediate Past-President shall be recognized as that member in good standing, to have last served as President immediately prior to the currently recognized President's term.

SECTION 2. The Immediate Past-President shall be available to assist the Board of Directors in the performance of their respective duties and shall further be recognized as a member of the Board of Directors.

SECTION 3. The Immediate Past-President may attend meetings of the Board of Directors and shall be entitled to cast votes.

Article 11
(Vice-President)

SECTION 1. The Vice-President shall stand ready to serve as President in the President's absence, or otherwise as directed by the President.

SECTION 2. In any event that renders the President absent or otherwise ineligible to perform their duties as directed and governed by the State Lodge Constitution and Bylaws, the Vice-President will assume the position and duties as President until either a special election of the General Membership may be held no sooner than thirty (30) days not later than sixty (60) days.

Article 12
(Recording Secretary)

SECTION 1. The Recording Secretary shall keep the minutes of all meetings of the Executive Board, the Board of Directors, and the General Membership. He / She shall take charge of and maintain all other books, papers, and records of the State Lodge, with exception to those of the Treasurer.

SECTION 2. The Recording Secretary shall maintain a book known as the "Book of Amendments" to the Constitution and By-Laws which shall be authenticated by the Seal of the Lodge and the signature of the President.

SECTION 3. The Recording Secretary shall maintain a book known as the Book of Motions which shall be authenticated by the Seal of the State Lodge and the signature of the President.

SECTION 4. The Recording Secretary shall maintain a book known as the Registrar which shall be authenticated by the Seal of the State Lodge and the signature of the President.

SECTION 5. The Recording Secretary shall, as deemed necessary, prepare and circulate a publication or other means of communication pertaining to the activities of the State Lodge to all subordinate lodges, Agency Member Units and/or Labor Committees.

SECTION 6. The Recording Secretary shall notify appropriate Agency Member Units, Local Lodges, and Labor Committees of all special meetings. The notifications shall include the date, time, and location of such meetings. Such notifications may be made by mail, email, or telephone.

SECTION 7. The Recording Secretary shall furnish a bond for the faithful performance of his duties. The bond

will be in such form and amount as approved by the Board of Trustees and shall be paid for by the State Lodge.

**Article 13
(Financial Secretary)**

SECTION 1. The Financial Secretary shall at the beginning of each monthly Board of Directors meeting deliver to the Treasurer the total amount of all receipts received, and accounts receivables for the collection of monthly “Per Capita Tax”, accounts receivables for outstanding loans and rental income to the State Lodge, which will then be presented at the regularly scheduled monthly general membership meeting.

SECTION 2. The Financial Secretary shall calculate and certify all Per Capita Tax to the National Fraternal Order of Police through the State Lodge Treasurer.

SECTION 3. The Financial Secretary shall notify, in writing, each subordinate lodge, Agency Member Unit, and all Labor Committees of the State Lodge in arrears of their dues or assessments in violation of the Constitution, Article 27, and shall notify the Executive Board as soon as possible of each Subordinate Lodge, Agency Member Units, and all Labor Committees of the State Lodge suspended for non-payment of dues assessments.

SECTION 4. The Financial Secretary shall furnish a bond for the faithful performance of his duties. The bond will be in such form and amount as approved by the Board of Trustees and shall be paid for by the State Lodge.

**Article 14
(Treasurer)**

SECTION 1. The Treasurer shall deposit all funds collected into a bank which has been approved by the Board of Directors.

SECTION 2. The Treasurer shall set up individual accounts for funds as needed.

SECTION 3. The Treasurer shall Chair the Membership Benefits Standing Committee.

SECTION 4. The Treasurer shall submit monthly reports to the Board of Directors and to the general membership of the financial condition of the State Lodge.

SECTION 5. The Treasurer shall submit an annual financial report to the annual (January) meeting of the financial condition of the State Lodge.

SECTION 6. The fiscal year of the State Lodge shall begin January 1st through December 31st, inclusive of each calendar year. The Treasurer shall cause to have the State Lodge’s financial books and records audited annually by a certified public accountant. Upon completion, the results and report of said audit shall be presented by the Treasurer to the Board of Directors. The State Lodge books and records shall include the books and records of the Club. The Treasurer shall be responsible for the secure retention and destruction of documents and records in accordance with the published National Fraternal Order of Police “Corporate and Tax Affairs of a Lodge” guidance.

SECTION 7. The Treasurer shall forward all “Per Capita Tax” to the National Fraternal Order of Police.

SECTION 8. The Treasurer shall furnish a bond for the faithful performance of his duties. The bond will be in such form and amount as approved by the Board of Trustees and shall be paid for by the State Lodge.

Article 15
(Sergeant-at-Arms)

SECTION 1. The Sergeant-at-Arms shall guide all candidates through the Initiation Ceremony and introduce them to the delegation.

SECTION 2. The Sergeant-at-Arms shall perform such duties as the President may require.

SECTION 3. The Sergeant-at-Arms, or his/her designee, shall confirm that any member in attendance of an official meetings is a Member in Good Standing, orderly, and not in conflict with the business at hand.

SECTION 4. The Sergeant-at-Arms shall maintain order of any meeting of the Lodge, as directed by the President.

SECTION 5. The Sergeant-at-Arms shall furnish a bond for the faithful performance of his duties. The bond will be in such form and amount as approved by the Board of Trustees and shall be paid for by the State Lodge.

Article 16
(Guards)

SECTION 1. The Guards shall perform such duties as the President may require.

SECTION 2. The Guards shall assist the Sergeant-at-Arms in the execution of such duties as the President may order.

SECTION 3. The Guards shall maintain order of any meeting of the State Lodge, as directed by the Sergeant-at-Arms and the President.

SECTION 4. The Guards shall furnish a bond for the faithful performance of his duties. The bond will be in such form and amount as approved by the Board of Trustees and shall be paid for by the State Lodge.

Article 17
(Trustees-at-Large)

SECTION 1. The Trustees-at-Large have charge of and are responsible for all property of the State Lodge to include written records, computer printouts, computer programs and disks, and any other records or documents generated for the State Lodge by an employee or member of the State Lodge.

SECTION 2. The Trustees-at-Large shall take charge of all physical property of the State Lodge and facilitate a complete and itemized inventory and shall file with the Treasurer a certified copy of such inventory within thirty (30) days upon taking office.

SECTION 3. The Trustees-at-Large shall furnish a bond for the faithful performance of his/her duties. The bond will be in such form and amount as approved by the Board of Trustees and shall be paid for by the State Lodge.

**Article 18
(Agency Trustees)**

SECTION 1. The Agency Trustees shall act as a liaison from their respective law enforcement agencies to the Board of Directors and perform other such duties as directed by the President.

SECTION 2. The duties of the Agency Trustees may include participation in serving on committees, as directed.

SECTION 3. Agency Trustees are Elected Officers, active or retired, recognized as such by their respective law enforcement organizations. Agency Trustees shall be voted on at the biennial Lodge elections. The recognized membership of a candidate's own respective agency shall be eligible to nominate and vote for those candidates who would represent them. Agency Trustees are members of the Board of Directors.

SECTION 4. Any vacancy in the office of an Agency Trustee may be filled by any member in good standing from the respective agency, with approval of the President. If two (2) or more members from the respective agency formally notify the Recording Secretary of their desire to fulfill the vacated position for the remainder of the current term, nominations and a special election shall occur within ninety (90) days of the notification, allowing for respective agencies to elect a permanent replacement to the vacated office. Nominees recognized in the special election shall have no less than thirty (30) days to campaign before said special election.

SECTION 5. The State Lodge will not entertain any disputes for an Agency Trustee to be removed from office as an Elected Officer of the State Lodge, unless there is a formal complaint(s), followed by the established procedural inquiry and/or hearing leading to a cited violation(s) of the By-Laws of the State Lodge.

**Article 19
(Chaplain)**

SECTION 1. The Chaplain shall perform such duties as the President may direct.

SECTION 2. The Chaplain shall have no vote within the Board of Directors, but shall be afforded those other rights and privileges within the Board, to include attending Board meetings and offering counsel and comment.

**Article 20
(General Counsel)**

SECTION 1. The General Counsel shall be designated by the President of the State Lodge with the approval of the Board of Directors.

SECTION 2. The General Counsel shall be retained by the State Lodge on an annual basis. It shall be the option of the President and Board of Directors to have a legal review for any matter(s) deemed appropriate.

SECTION 3. The General Counsel will, as tasked, provide advice and assistance to the President, and perform the services of legal review and counsel. The General Counsel may be requested to attend specific meetings that the President or Board of Directors know or should know require General Counsel input and/or support to ensure the highest standards of integrity and ethics in the operation of the State Lodge.

Article 21 (Discipline)

SECTION 1. With respect to any disciplinary hearing conducted by the State Lodge, due process shall be afforded the parties thereto.

A. Allegation(s) and/ or complaints of misconduct shall only be brought forward by a member in good standing of the State Lodge. Said complaints shall be submitted in writing to the Recording Secretary. If the complaint is made against the Recording Secretary, it may be submitted in writing directly to the Vice President or President. Said submission(s) of complaint shall specifically name the member(s) alleged to have engaged in the misconduct, as well an overview of the nature of the misconduct to include the time(s) and location(s) of the alleged event.

B. After being received, the Recording Secretary, or Vice President or President as described, will forward the submitted complaint to the Constitution and By-Laws Committee. Upon receipt, the Committee shall have no more than thirty (30) days to review the complaint, and research whether the allegation(s) are addressed and/or governed by the State Lodge Constitution and By-Laws. At the conclusion of said review, the Constitution and By-Laws committee will submit to the Recording Secretary a brief written report, to be presented to the Executive Board, as to whether said allegation(s) and/or complaint(s) are directly addressed or otherwise governed within the State Lodge Constitution and By-Laws.

C. Having reviewed the complaint, as well as any related report from the Constitution and By-Laws Committee, the Executive Board shall vote to affirm or disregard the complaint no later than sixty (60) days from the original submission by the complainant to the Recording Secretary, or Vice President or President as described. At such time, if the complaint having been brought to vote is decided to lack merit or otherwise be disregarded, a formal letter will be drafted by the Recording Secretary, and delivered to the complainant citing the vote of the Executive Board to disregard the complaint, as well as the date and meeting at which said vote occurred. If the complaint is affirmed by the vote of the Executive Board, a formal letter will be drafted by the Recording Secretary, and delivered to both the complainant as well as any member(s) cited by the complaint as having engaged in the alleged misconduct or violation. Such letter will be accompanied by a copy of the originally submitted complaint. A complaint affirmed by vote will be forwarded to the Chairman of Board of Trustees for assignment to a Hearing Committee no later than ninety (90) days from the original submission by the complainant. Upon selection of the Hearing Committee members, the Chairperson of the Board of Trustees will notify the Recording Secretary, and the Recording Secretary will notify all parties involved of the Hearing Committee membership.

D. A Hearing Committee, as selected by the Chairman of the Board of Trustees, shall be comprised of an odd number of no less than three (3) Agency Trustees. Within a Hearing Committee, one (1) member will be identified as the Chairperson of the Hearing Committee, as agreed to or otherwise voted upon by the Committee members. Either or both the complainant or the accused member may challenge the assignment of any one (1) of the Agency Trustees assigned to the Hearing Committee. Any challenge must be received by the Chairman of Board of Trustees within seven (7) days of notification of the Hearing Committee membership. A challenge will immediately result in that Hearing Committee member being struck from the committee, with a replacement member randomly selected from the Agency Trustees, by the Chairperson of the Board of Trustees, to take their place. The Chairman of the Board of Trustees shall have no further function in the hearing other than administrative duties.

E. Upon final selection of the Hearing Committee, an investigative hearing date, time, and location shall be established by coordination between the Hearing Committee and all parties to be involved, no sooner than thirty (30) days nor later than ninety (90) days from the final selection of the Hearing Committee.

F. The Hearing Committee, at the conclusion of the investigative hearing, shall determine by vote among themselves, whether the accusation(s) and/or complaint(s) are sustained or unfounded. A member of the Hearing Committee will report the Committee's vote to the Board of Directors, at the next regularly scheduled Board of Directors meeting. At that time, said member of the Hearing Committee may also convey the Committee's recommendations for penalty or discipline, up to and including that of expulsion from the State Lodge as considered and agreed upon by the Committee. At the conclusion of the report, any penalty or discipline against the accused will be motioned and voted on by the Board of Directors. Monetary fines will not be imposed.

G. Any member, to include Lodge Officers, identified as a complainant or accused party will, with exception to participation in the complaint and hearing process, recuse themselves from all formal discussions, meetings, and votes pertaining to the matters as outlined in this section, with responsibilities delegated via the normal chain of command as necessary to ensure continued attention to the matter and due process.

H. No penalty or disciplinary action shall be taken against a Lodge officer except upon a majority vote by the General Membership, for each charge.

I. Hearing Committees shall adhere to an order of procedure which places the burden of proof upon the party charging the member, in which the trier of fact shall limit the scope of the inquiry to the specific complaint(s), charge(s) or allegation(s) set forth in complaint.

J. Hearing Committees shall permit the parties thereto to introduce documents, exhibits and the testimony of witnesses in accordance with such rules of evidence as may be determined and applied uniformly by such body.

SECTION 2. A member in good standing may be subject to an emergency suspension from the State Lodge, for good and just cause, for a period up to but not exceeding ninety (90) days, after a motion, vote and notice by the Executive Board.

A. With any vote to levy an emergency suspension against any member, the member subject to the suspension may, within ninety (90) days of the notice of suspension, submit a written request to the Recording Secretary, requesting a Hearing Committee be assigned the matter, which shall happen upon the request. In the event of an emergency suspension of the Recording Secretary, a request for a Hearing Committee may be submitted to the Vice President or President, as described.

B. Hearing Committees requested and established concerning emergency suspensions shall be established and identified to all parties involved no later than thirty (30) days from the request of the suspended member, and will proceed and function as directed in the Lodge's Bylaws, Article 23, Section 1, Paragraphs D – F.

SECTION 3. Hearings shall be considered and conducted as follows:

A. The Chairman of the Hearing Committee shall preside over the hearing.

B. The Hearing Committee shall provide those accused with a list of witnesses to be presented in the hearing, as well as all relevant physical documentation to be presented at the hearing, no less than ten (10) days prior to the hearing date provided by the Chairman of the Hearing Committee.

C. The member accused shall also provide the Hearing Committee with a list of witnesses to be presented in the hearing, as well as all relevant physical documentation to be presented at the hearing, within five (5) days of the hearing date provided by the Chairman of the Hearing Committee.

D. Witnesses and documentation not noted or presented within the cited time constraints will not be considered by the Hearing Committee.

E. The accused member may produce evidence they wish to offer in defense.

F. The complainant shall have the burden of proof in proving the allegation(s) of violation(s) of conduct by a preponderance of evidence supporting a conclusion that the matter asserted is true.

G. The Hearing Committee shall have the authority to exclude witnesses from the hearing prior to their testimony. (Rule on Witnesses)

H. The Hearing Committee as well as the accused shall have the right to call witnesses for testimony, to cross examine witnesses, and to introduce other relevant evidence as the hearing testimony presents itself.

I. The Hearing Committee may examine witnesses who have given testimony and may review all items of evidence presented at the hearing.

J. The Hearing Committee shall consider if testimony or evidence is irrelevant, immaterial, and/or unduly repetitious and shall not be entertained nor introduced at the hearing.

K. Any administrative or procedural question(s) or concerns of the Hearing Committee will be decided by an informal vote within the Hearing Committee, with the Chairman rendering the decision of the Committee on the matter.

L. The Hearing Committee has the authority to exclude members, or witnesses, or attendees from the hearing room that are disruptive or otherwise refuse to comply with the procedural rulings of the Committee.

M. The exclusion of an involved member from a hearing shall be considered an extraordinary measure, and the reasons for such exclusion shall be fully set forth in the record.

N. A majority vote of the Hearing Committee is required for a finding of a sustained complaint or accusation against a member, and shall be accurately reported on by the Chairperson of the Hearing Committee to the Board of Directors as directed.

SECTION 4. Any accused member(s) subject to the findings of a Hearing Committee and such penalties or discipline that may follow, shall have the right to appeal to the National Fraternal Order of Police. Such an appeal shall be guided by the provisions of the National Fraternal Order of Police.

A. State Lodge members, by petition of membership within the State Lodge, acknowledge and agree that until such time, and unless otherwise reversed at a National Board meeting, or the Biennial Conference, the decisions of the vote by the appropriate State Lodge body of the membership shall be final. Further, while any member may appeal a decision or direction, such appeal shall not delay the imposition of discipline or direction as voted by those appropriate State Lodge bodies and committees.

Article 22
(Auxiliary)

SECTION 1. Auxiliaries and Auxiliary Members shall be Members in Good Standing of the State Lodge, and coordinate all activities with the President of the State Lodge.

SECTION 2. The Auxiliary President may attend and participate at the meeting of the Board of Directors and may offer counsel and comment but shall not have a vote.

SECTION 3. Auxiliary Members shall be Members in Good Standing of State Lodge, and as such, may attend all General Membership meetings of the State Lodge. Auxiliary members shall have voice, but no vote during General Membership meetings.

Article 23
(Associates)

SECTION 1. Associate Members shall be Members in Good Standing of the State Lodge, and as such, may attend all General Membership meetings of the Lodge. Associate Members shall have a voice, but no vote during General Membership meetings.

Article 24
(Order of Business)

SECTION 1. The President (or Acting President) shall preside over all meetings of the State Lodge. The President shall have general management authority of the business of the State Lodge and shall see that all orders and resolutions of the Board of Directors are carried into effect.

SECTION 2. Absent special or unique circumstances or considerations, the normal Order of Business shall be recognized and addressed as follows:

1. Roll Call of Officers
2. Reading of the minutes of the last regular meeting and any special meetings
3. Acceptance of new applications for membership
4. Membership Committee Report on previous applications for membership
5. Officers' Reports
6. Reports of Committees
7. Bills
8. Communications
9. Reports on members sick or in distress
10. Initiation of Applicants for membership
11. Unfinished Business
12. New Business
13. Good of the Order
14. Election of Officers
15. Installation of Officers
16. Adjournment

Article 25
(Parliamentary Procedure)

SECTION 1. The Parliamentarian is an appointed position by the President and may attend and participate at the meeting of the Executive Board, Board of Directors, Board of Trustees, and the General Membership meeting of the State Lodge.

SECTION 2. The Parliamentarian shall not be deemed a member of the Executive Board, Board of Directors, or the Board of Trustees. The Parliamentarian shall have a voice in Parliamentary Procedure and Roberts Rules of Order, however, shall not be considered a voting member.

Article 26
(Amendments)

SECTION 1. Proposed amendments to the Constitution and By-Laws shall be submitted through the Recording Secretary to the Chairperson of the Constitutional and By-Laws Committee.

SECTION 2. The President and Recording Secretary shall ensure that any changes or deletions to the Constitution and By-Laws shall be approved by the General Membership. Upon approval of the changes to the Constitution and By-Laws by vote of the General Membership, the President and Recording Secretary shall immediately forward the Constitution and By-Laws to the National Fraternal Order of Police for review and approval.

Article 27
(Dues and Assessments)

SECTION 1. The Dues and Assessments of members of the State Lodge, subordinate lodges, Agency Member Units and Labor Committees will be calculated, monitored, and collected by the Financial Secretary.

SECTION 2. Associate membership for all active-duty D.C. Firemen and Reserve Police Officers shall be at the same rate as that of a regular active member.

SECTION 3. Applicants approved for membership at the December meeting shall have their dues payment applied to the subsequent year.

Article 28
(Official Ritual)

SECTION 1. There shall be an official Ritual of the Order which shall be known as the National Fraternal Order of Police Ritual.

Article 29
(Fiduciary Responsibility)

SECTION 1. A member of the Board of Directors, Committee Chairs, employees, and staff of the State Lodge

shall meet certain standards of conduct and attention in carrying out his/her responsibilities to the State Lodge.

**Article 30
(Delegates)**

SECTION 1. The Elected Officers of the State Lodge shall be Delegates for the Lodge to the National Fraternal Order of Police Biennial Conference.

SECTION 2. The number of Delegates for the State Lodge will be governed by the provisions set forth in the National Fraternal Order of Police Constitution and By-Laws.

SECTION 3. Each member interested in becoming a Delegate shall submit his/her name in writing to the Board of Directors through the Recording Secretary no later than March 30th of the conference year. The Board of Directors may nominate members to the list of potential delegates.

SECTION 4. The General Membership of the State Lodge will elect all Delegates for attendance to the National Fraternal Order of Police Biennial Conference by the April monthly General Membership meeting of the conference year of the new Elected Officers for the Lodge. In the event there are more candidates for delegate positions than available, an election will be held at the May meeting for delegates.

SECTION 5. Any vacancy in the Delegates of this Lodge occurring after the election will be filled by the President. Unless a delegate resigns or is removed for cause, his appointment shall be in effect until the next Delegate election.

SECTION 6. The expenses of the Delegates of the State Lodge attending meetings and conferences may be paid by the Lodge.

**Article 31
(Standing Committees)**

SECTION 1. The State Lodge shall establish and maintain the following seven (7) Standing Committees:

- Constitution and By-Laws Committee
- Legislative Committee
- Membership Committee
- Club/Restaurant Committee
- Members Benefit Committee
- Financial Assistance Committee
- Legal Aid

SECTION 2. The President shall appoint a Chairperson to each of the Standing Committees. The membership of each Standing Committee shall be an odd number as specified by the Board of Directors, with the President appointing the majority, and the Vice President appointing the minority.

SECTION 3. All appointments to a Standing Committee must be approved by the Board of Directors of the State Lodge and ratified by the General Membership of the State Lodge.

SECTION 4. Once appointed to a Standing Committee, a member may retain his/her position on the committee for the term of the Board of Directors, or until such time as the committee member resigns, or is removed for cause by the Board of Directors.

**Article 32
(Legal Aid)**

SECTION 1. The State Lodge may facilitate the cooperative availability and use of a group legal aid plan(s), which will protect Lodge members from legal action in the course of their duties as law enforcement officers. Such plan(s) may be administered through the National Fraternal Order of Police, this Lodge, Agency Member Units, Labor Committee or the plan provider's office.

SECTION 2. The service provider for any legal aid plan(s) shall be determined by the Board of Directors upon recommendation of the Legal Aid Committee. The provisions and the terms of any legal aid plan(s) administered by the State Lodge shall be at the discretion of the Board of Directors.

SECTION 3. Any and all dues for participation in any legal aid plan(s) shall be the responsibility of the individual member.

SECTION 4. Members shall have the right to select any legal aid plan regardless of any endorsement(s) by the State Lodge, or to decline any or all legal aid plans. However, individuals and/or groups shall not be eligible for legal aid from the State Lodge should they incur legal expenses, nor shall the State Lodge be held liable for legal expenses incurred by individuals and/or groups utilizing other than approved legal services.

**Article 33
(Subordinate Local Lodges)**

SECTION 1. Each subordinate Local Lodge shall be chartered by the State Lodge.

SECTION 2. Officers of the subordinate lodge shall consist of a President, Vice President, Recording Secretary, and Treasurer. Subordinate lodges shall have the discretion to create additional officers or may dispense or combine officers when not needed, but the State Lodge shall be notified at once.

SECTION 3. The subordinate lodge shall establish procedures to hold democratic and fair elections where officers are chosen by secret ballot. Elections shall be held at regular intervals determined by the lodge. All officers shall be elected for the terms prescribed by the Constitution and/or By-Laws of their respective subordinate lodges.

SECTION 4. New subordinate lodges shall consist of not less than 10 members.

SECTION 5. Delegates to the State Lodge Annual Convention and the National Lodge Biennial Conference shall be elected in the manner prescribed by the National Lodge Constitution. (Article XVII)

SECTION 6. Each subordinate lodge shall enact a Constitution and/or By-Laws for its own government, not in conflict with the Constitution and By-Laws of the State and National Order. Said Constitution and/or By-Laws shall be submitted to the appropriate State Lodge officer(s) for approval no later than the second regularly scheduled Executive Board meeting after the organization of the subordinate lodge.

SECTION 7. Charter and recognition as a subordinate lodge shall not guarantee State Lodge assets nor involvement in the negotiations of subordinate local lodge contracts and agreements. Specifically, though not limited to, federal officers and agents recognized as members of the State Lodge shall enjoy all fraternal rights and privileges, without State Lodge involvement in bargaining as may be prohibited by agreement of federal

employment.

SECTION 8. Any existing Labor Committee shall have the option to apply for a subordinate lodge charter on or after the ratification and approval of these bylaws.

**Article 34
(Labor Committees)**

SECTION 1. There may be formed within the Lodge one or more Labor Committees. Each such committee shall consist of the employees of a single certified or certifiable bargaining unit within of a law enforcement organization who are also eligible for membership in the Lodge.

SECTION 2. Labor Committees and Labor Committee Chairpersons shall have all the same rights and privileges as Lodges and Lodge Presidents. Any group of employees of a law enforcement organization who seek to be recognized by the State Lodge shall have the option to be chartered as a labor committee or a local lodge.

**Article 35
(Local Lodge Presidents & Labor Committee Chairpersons)**

SECTION 1. Local Lodge Presidents and Labor Committee Chairpersons are Elected Officers and are members of the Board of Directors of the State Lodge through their respective law enforcement organizations Lodge or Labor Committee membership.

SECTION 2. Any Local Lodge President or Labor Committee Chairperson that resigns or is removed from office as Labor Committee Chairperson shall be replaced by their respective law enforcement agency's membership until an election for the vacant office can take place.

SECTION 3. The State Lodge will not entertain any Local Lodge President or Labor Committee Chairperson dispute for removal from office as an Elected Officer of the State Lodge unless there is a complaint of a violation(s) of the Constitution and By-Laws and rules and regulations of the State Lodge.

**Article 36
(Savings Clause)**

SECTION 1. Should any part hereof or any provisions herein contained be rendered or declared invalid by reason of any existing or subsequently enacted legislation or by decree of a court of competent jurisdiction, such invalidation of such part or portion of this Constitution and Bylaws shall not invalidate the remaining portions hereof and they shall remain in full force and effect.