

Seminole County Public Alert and Warning Council of Governments Bylaws

I. Name:

The name of the organization shall be Seminole County Public Alert and Warning Council of Government. (SCPAW).

II. Background:

The Seminole County Public Alert and Warning Council of Government was developed to implement and maintain policies and procedures for the use of the Federal Emergency Management Agency's (FEMA) Integrated Public Alert and Warning System (IPAWS).

IPAWS is a comprehensive, coordinated, integrated system that can be used by authorized public officials to deliver effective alert messages to the American public. This system is the nation's next-generation infrastructure of alert and warning networks. IPAWS ensures the President can alert and warn the public under any condition.

Additionally, IPAWS will provide Federal, State, territorial, tribal, and local warning authorities the capabilities to alert and warn their communities of all hazards impacting public safety and well-being via multiple communication pathways. FEMA is upgrading the alert and warning infrastructure so that no matter what the crisis, the public will receive life-saving information via at least one path.

III. Purpose:

IPAWS allows alerting authorities to write their own message using commercially available software that is compliant with open standards. SCPAW will develop a standard policy and procedure for the activation of the system. In addition, members will review the procedures at least twice a year to make certain it is compliant with current State and Federal regulations.

IV. Membership:

- A. **Constituent Member:** Constituent members will be the chief official from the Office of Emergency Management (1), the Director of the Department of Public Safety (1), a representative from the Seminole County Emergency Communications Office (1), a representative from the Seminole County Radio Technology Division (1), a representative from the Sheriff's Office (1), and one at large member (1). Membership shall be contingent upon the adoption of these Bylaws.
- B. **Associate Member:** Each municipality will be offered an associate member position and one associate member position will be offered to the school district.
- C. **Voting:** Each constituent member shall have one (1) vote. Associate member shall have voting power if they attend two contiguous meetings.

V. Officers:

The officers of the SCPAW will be the President, Vice President, and Secretary.

- A. Nomination: Officers will be nominated by the Constituent members.
- B. Term: Officers will be elected annually for one-year terms. There is no maximum term of office.
- C. Vacancies: Should a vacancy occur in any office of the SCPAW, the remaining members shall appoint a replacement from among its members.
- D. Duties: The officers of the SCPAW shall undertake the duties commonly associated with their positions. The President shall preside over meetings and in the absence of the President the Vice President shall preside. The Secretary shall draft an agenda and keep minutes for the meeting.

VI. Meetings

The full membership shall meet at least quarterly, including one annual organizational meeting. Meetings shall be scheduled by the constituent members and notification mailed to members at least two weeks (14 days) in advance of the meeting date.

Additional meetings may be called at the discretion of the President, a majority of the members.

Quorum: A quorum shall consist of 2/3 of the constituent members.

VII. Bylaws Amendments

These bylaws may be amended as deemed appropriate by a 2/3 vote of the constituent members of SCPAW. The notice for a meeting at which final action on a bylaw amendment is scheduled shall include the text of the proposed amendment and shall be mailed to members with the standard two week (14 days) notice.