

**KENTUCKY CHAPTER
INTERNATIONAL ASSOCIATION OF ARSON INVESTIGATORS, INC.**

CONSTITUTION AND BY-LAWS

ARTICLE I

NAME AND OBJECT

Section 1. Name. This organization shall be known as the "Kentucky Chapter, International Association of Arson Investigators, Inc." and is hereinafter referred to as the "Kentucky Chapter". The name of the Association may be used by any member, if such is in conformance with policies established and approved by the Board of Directors.

Section 2. Object. The objectives and purposes of this the Kentucky Chapter shall be:

- A. To unite for mutual benefit those public officials and private persons engaged in the control of arson and kindred crimes.
- B. To provide for exchange of technical information and developments.
- C. To cooperate with other law enforcement agencies and associations to further fire investigation and the suppression of crime.
- D. To encourage high professional standards of conduct among members, and to continually strive to eliminate all factors which interfere with the administration of justice.
- E. To foster the advancement of the fire investigation profession through the promotion and facilitation of research, and the sponsorship of training, education, and profession development.

Section 3. Professional Conduct. All members of the Association shall comply with the Code of Ethics, which shall set out the personal and professional conduct expected of members.

The Association shall not be operated for profit and its funds may not be used to align with any political body, group, or person to advance the candidacy for any individual for public office. The Kentucky Chapter may support legislation relating to arson and kindred crimes.

ARTICLE II

MEMBERSHIP

Section 1. Active Membership. Any representative of good moral character involved with government or a government agency and/or any representative of a business or industrial concern who is actively engaged in some phase of fire and arson investigation or administration of justice at the time the representative makes application shall be eligible for membership in the Kentucky Chapter, provided such person is not less than eighteen (18) years of age at the time he/she makes application. Active members shall have the right to vote on Association business and have the right to hold office.

Section 2. Associate Membership. Persons who do not qualify for active membership may become associate members. Associate members shall have the privileges of an active member, except voting and holding office.

Section 3. Student Membership. Student Members will be permitted to pay a reduced fee for membership. This fee shall be established by the Board of Directors. "Student" shall be

defined as any individual not currently working in a paid position in the fire investigation field who is currently enrolled as a full-time student in an accredited institution of post-secondary education pursuing a degree in fire science, fire investigation, the administration of justice, or related field of study. Student members shall not have the right to hold office or vote on Association business.

Section 4. Life Membership. The Association may bestow life membership upon any qualified member of the Association who has met the following requirements:

Life Membership for Distinguished Service:

- A. The individual must be, or have been, an active member of the Kentucky Chapter.
- B. The individual must be an active member in good standing for a minimum of ten (10) years.
- C. The individual must have rendered distinctive service to the Kentucky Chapter through participation on committees or activities for a minimum of five (5) years.

Nominations for lifetime membership for distinguished service shall be made to the Board of Directors at least Sixty (60) days prior to the annual meeting. The Board of Directors shall review the nominations and make its recommendations to the Membership as to recipients of this life membership. No more than two (2) life memberships for distinguished service shall be bestowed in any one calendar year.

A life member shall have all rights and privileges of an active member without the payment of dues.

Section 5. Corporate Members. Corporations and Public Agencies whose services or mission includes fire safety and prevention, fire loss claims and litigation, or arson enforcement and prosecution; related professions and disciplines; or those companies and organizations who support public safety may become Corporate Members. Benefits of Corporate Membership and annual dues for Corporate Memberships shall be approved by the Board of Directors. Corporate Members shall not have the right to vote on Association business.

Section 6. Personal Qualifications. To be eligible for membership in the Kentucky Chapter of International Association of Arson Investigators, the following qualifications shall be applicable, to wit:

- (1) The applicant should be of good moral personal character and reputation.
- (2) The nature, character, and reputation of the applicant's business should be consistent with the Kentucky IAAI Code of Ethics.
- (3) The character and reputation of the applicant's employer and associates should be consistent with the Kentucky IAAI Code of Ethics.
- (4) The general nature, character, and reputation of the principal business of the applicant's employer and associates should be consistent with the Kentucky IAAI Code of Ethics.

No person shall be eligible for any class of membership if that person has been a member, or is presently a member, or becomes a member of a subversive organization or of any organization whose objectives and purposes are inconsistent with the purposes of the Association.

Section 7. Retired Membership. A member who wishes to apply for Retired Membership must have been a Kentucky Chapter Active Member in good standing at the time of application for Retired Membership. The applicant must be retired and no longer actively working in any phase of fire and arson investigation or administration of justice. This section shall also apply to members who are permanently disabled due to job injuries. If the applicant is granted a Retired Membership status and, anytime thereafter, obtains employment in any form in the fire investigation industry, the Retired Membership status must be upgraded to Active status. Any member holding the Retired Membership status found to be working in the aforementioned areas shall be determined to be in a breach of ethics and subject to sanctions as prescribed in Section 10. The member shall be given one (1) notice to adjust to the appropriate status. Retried members shall not have the right to vote on Association business and are not eligible to hold any office. Dues for Retired Membership status will be fixed by the Board of Directors with the approval of the membership.

Section 8. Membership Approval. Applications for membership shall be made to the Chairperson of the Membership Committee. Upon the recommendation of an active member, in good standing, the Board of Directors shall process such an application in accordance with Section 6 of this Article. Applications for membership shall be administratively processed and approved if the applicant meets all qualifications. Applications which contain information that requires further review shall be forwarded to the Membership Committee for their action.

Section 9. Termination. Membership in the Association shall terminate by:

- (1) Voluntary withdrawal
- (2) The Board of Directors when after notice, such member is in arrears in the payment of dues or any other obligation to the Kentucky Chapter.
- (3) The consent of a majority vote of the Board of Directors.
 - a. If the applicant is within the aforementioned temporary status period, or
 - b. In accordance with sanctions prescribed in Section 10.
 - c. The Board of Directors, at its discretion, determines that such member has conducted himself/herself in such a manner as is prejudicial to the good name or best interests of the Kentucky Chapter.

Section 10. Sanctions. The Board of Directors may place on probation, censure, suspend, or terminate the membership of any member upon receipt and after initial review of circumstances, for but not limited to the following:

- 1) Falsifications, misrepresentations or omissions in the application for membership.
- 2) Conviction of a felony or any criminal offense.

- 3) Entry of a judgment or order against any member in a criminal, civil, or contempt action related to the status of the member as an investigator.
- 4) Breach of professional responsibilities or legal duties as an investigator.
- 5) Violations of the Constitution and By-Laws or the Code of Ethics.
- 6) Misuse or misrepresentation of an IAAI professional designation, certification, or accreditation.
- 7) Violation of any IAAI committee Standard Operating Procedure that has been approved by the International Board of Directors.
- 8) Falsification or misrepresentation under circumstances intended to influence or affect the outcome of any proceeding, including, but not limited to, trials, hearings, depositions, interviews, or applications.

Section 11. Reinstatements. Any former member may be reinstated in the Kentucky Chapter at the discretion of and by the consent of a majority of the Board of Directors, provided, however, that if such a former member shall have been in arrears in the payment of dues or other financial obligation to the Kentucky Chapter at the time of his/her separation, he/she shall be required to pay to the Kentucky Chapter all such arrears as a condition to his/her reinstatement, unless the Board of Directors, by majority and for good cause, shall waive the payment thereof. In this instance, the member's original join date shall be retained. If a member has been terminated for more than one year for nonpayment of dues only, the member shall have the option of reapplying for membership, subject to meeting the qualifications outlined in this article, without paying arrearage. In such cases, the member shall be assigned a new join date. The member shall not be able to claim, advertise, or otherwise reference his/her join date to imply uninterrupted membership.

ARTICLE III ELECTIONS, TERMS, AND OFFICES

Section 1. Officers. The officers of the Kentucky Chapter shall be a President, a Vice President, Secretary, Treasurer, and Sergeant of Arms.

Section 2. Board of Directors. The Board of Directors shall be comprised of Kentucky Chapter Officers, the Immediate Past President (who shall be a voting member) and seven (7) other members of the organization, duly elected by the Kentucky Chapter membership.

Section 3. Terms of Office. The officers shall hold office from the time of their election and qualification for term of one year or until the election and qualification of their respective successors. An officer may serve a term exceeding one year if necessitated by a vacancy between meetings. Other members of the board shall hold office from the time of the election and qualification for terms of three (3) years, or until the election and qualification of their respective successors. Their terms shall be so arranged that four (4) retire each year. Officers and Directors shall assume their respective offices upon installation. Ex-officio members of the Board, excepting past Presidents, shall serve for terms of one (1) year, or until the qualification of their respective successors.

Section 4. Vacancies. In the event an officer or Board member shall be unable to fulfill their term of office, between Annual Meetings, the vacancy or vacancies shall be filled by the President, and the newly appointed member or members shall hold office only until the next annual meeting at which time an election shall be held to fill the vacancy or vacancies for the unexpired terms. Should the vacancy be that of the President, the following provision shall apply:

- A. The President shall be succeeded by the Vice President, who shall serve the remainder of the unexpired term of the President.

Section 5. Removal from Office. The Board of Directors, for good cause, is empowered to depose from any office or member of the Board of Directors. Such action will require a two-thirds (2/3) majority vote of the Board.

ARTICLE IV GOVERNMENT

Section 1. Board of Directors. The Government of the Kentucky Chapter shall be vested in a Board of Directors, consisting of the Officers and Board of Directors of the Kentucky Chapter. Five (5) members of the Board shall constitute a quorum. The government of the Kentucky Chapter shall be vested in the Board of Directors which is made up of the officers and Board of Directors of the Kentucky Chapter.

Section 2. Duties and Powers. The Board of Directors shall have full power to initiate and transact all kinds of business necessary to the existence of the Kentucky Chapter and the observances of its purposes. The Board shall determine the date and location of the Annual Meeting, that shall not conflict with the Annual Meeting of the International Association of Arson Investigators and shall outline the program of activities during such meeting. They shall have general powers to direct, control, and supervise the affairs of the Kentucky Chapter.

Section 3. President. The President shall be the Chief Executive Officer of the Kentucky Chapter, and it shall be his/her responsibility to supervise and coordinate the activities of the Kentucky Chapter. The President shall preside at meetings of the Kentucky Chapter and of the Board of Directors. He/she shall appoint appropriate committees for the conduct of the activities of the Kentucky Chapter and shall require reports at each meeting and so otherwise desired from the committees so appointed and from the Officers of the Kentucky Chapter.

Section 4. Vice President. In the absence of the President, the Vice President shall be the Chief Executive Officer and shall act as such. He/she shall also act as the chairperson of the Finance Committee.

Section 5. Secretary. The Secretary shall keep the records and minutes of the Kentucky Chapter and shall maintain currently the roll of members, the Constitution, and all other documents of value. It shall be the duty of the Secretary to receive and acknowledge all communications of the Kentucky Chapter addressed to him/her or that may be submitted to him/her by Officers of the Chapter. The Secretary shall furnish the International Association

of Arson Investigators copies of the minutes of all annual meetings within thirty days after the meeting has been held and perform other duties as assigned by the President.

Section 6. Treasurer. The Treasurer shall be the custodian and sole depositor of the funds of the Kentucky Chapter and shall disperse such funds by check as herein authorized or upon approval of the Board of Directors for the purpose which promotes the welfare and objectives of the Chapter. He/she shall render a complete summary of all income, disbursements, and balances whenever requested by the Board of Directors and to the members at each meeting. A written copy of the Treasurer's Report shall be made available to any member upon request and a copy shall be forwarded to the International Association of Arson Investigators within thirty days after such meeting. He/she shall furnish bond to the Kentucky Chapter in the form of the amount as designated by the Board of Directors, the cost thereof to be paid by the Chapter.

Section 7. Sergeant at Arms. The Sergeant at Arms shall be responsible for the security at meetings and all other functions of the Kentucky Chapter and order therein directed by the Chief Executive Officer.

Section 8. Voting Power of Ex Officio Members. All Ex Officio members shall have the privilege of attending and participating in all meetings of the Board of Directors of the Kentucky Chapter but shall not have voting power in such meetings other than the Immediate Past President.

Section 10. Election. Officers and other members of the Board of Directors shall be elected at the annual meeting to fill terms soon to expire, unless otherwise ordered by resolution or motion duly approved by the membership. All nominees shall be members in good standing of both the Kentucky Chapter and the International Association of Arson Investigators at the time of their nomination. All nominations shall come from the floor and the nominee shall be present at the meeting and at the time of his/her nomination.

Nothing in this section shall preclude any member or group of members from placing into nomination, in any appropriate way, to be voted upon at the annual meeting of this organization, any person or persons who such member or group of members might see fit to nominate for election as an officer or member of the Board of Directors of the Kentucky Chapter as long as the requirements of Article IV Section 10 are met.

ARTICLE V MEETINGS

Section 1. Annual Meeting. The Annual Meeting of the members of the Kentucky Chapter shall be held at such a time and place as may be fixed by the Board of Directors, but it shall in no way conflict with the annual meeting of the International Association of Arson Investigators. Election shall occur and other business may be presented at the annual meeting. When any question comes before the meeting not specifically provided for herein, the presiding officer shall be governed in his/her decision by the rules laid down in "Robert's

Rules of Order", as revised. Annual membership meetings, regular or special, may be held in person, by conference telephone, electronic video communication, or other approved communications technologies. Participation in an Annual Meeting through the utilization of approved communications technologies (other than conference telephone) constitutes presence in person at that meeting so long as all participating in the meeting are able to hear one another.

Section 2. Special. Special meetings may be called by order of President and/or the Board of Directors at such places and time as fixed by the President and the Board of Directors, giving due notice thereof to all members and the International Association of Arson Investigators at least fifteen (15) days in advance.

Section 3. Board of Directors Meetings. The Board of Directors shall meet at any time or place upon call of the President or any three (3) members of the Board. Meetings of the Board of Directors, whether Regular or Special, may be held by conference telephone, electronic video communication, or other approved electronic communication technologies so long as all Directors participating in the meeting can hear one another, in which case all such Directors shall be deemed to be present in person at such Meeting. The Vice President shall have such authority in the event of the resignation of the President, or in the event the President is unable to fulfill his/her duties. The telephone conference shall be conducted as a regular Board Meeting in accordance with the Constitution and By-Laws. A quorum must participate to conduct business. The Secretary shall take minutes of the meeting and shall produce the same to writing for distribution. Acceptance of the minutes by the Board at the following meeting shall constitute ratification. Individual calls or "polling" shall not be considered to meet the necessary standards for a quorum at a Board Meeting.

Section 4. Email Votes. The President may call for an email vote of the Board of Directors on emergency issues. The proposal must be properly framed in the form of a motion and sent to all members of the Board of Directors simultaneously. A reasonable amount of time, no less than 48 hours, shall be allowed for responses. At any time within the allotted amount of time, no less than 48 hours, any Board member may request discussion, at which time the vote will be suspended until such time as a meeting can be scheduled within the confines of Article V section 3. A quorum of response votes shall be required to decide an issue. The Secretary shall maintain records memorializing all email votes and place the results on the agenda of the following Board Meeting for ratification.

ARTICLE VI GENERAL

All official meetings of the Kentucky Chapter shall be professional in nature and shall be conducted for the sole purpose of furthering the objectives of the International Association of Arson Investigators.

ARTICLE VII
FINANCE

Section 1. Fees and Dues. Dues for active, associate, and student membership in this Association shall be fixed by a majority vote of members present at the Annual Meeting. Kentucky Chapter membership dues are due on the date of the Kentucky Chapter Annual Meeting. Prospective members shall submit dues with their application for membership which upon admission will pay for their dues for a twelve-month period following the approval of their application.

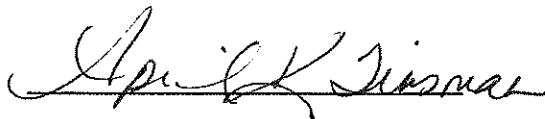
Failure to pay membership dues within sixty (60) days of the due date shall forfeit membership in the Kentucky Chapter. Reinstatements are subject to approval by the Board and payment of all arrears. There shall be no other fees or assessments except as provided by amendment to these articles.

Section 2. Audit. The Finance Committee shall complete an audit of the accounts and expenditures of the Treasurer and shall audit and verify all income, expenses, assets, and liabilities of the Kentucky Chapter.

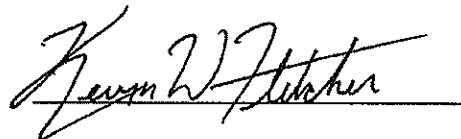
ARTICLE VIII
AMENDMENT

Section 1. Requirements. This Constitution may be amended at any regular or special meeting of the Kentucky Chapter by a two-thirds majority of the members present.

Approved by vote of membership on December 19, 2023, at 1604 hours EST.



April Tinsman, Secretary



Kevin Fletcher, President