

# Whatcom Emergency Communications Group, Inc. Constitution (Amended by the membership 2/9/2023)

## **Article I – Name**

The name of the organization shall be the Whatcom Emergency Communications Group, Inc., hereinafter referred to as WECG.

## **Article II – Preamble**

We the undersigned, wishing to secure for ourselves the pleasure and benefits of the association of persons commonly interested in amateur radio emergency and public service communications, have joined together as the WECG and enact this constitution as our governing law. It shall be our purpose to promote community, individual operating efficiency, training and technical advancement of our members, and to provide and support emergency and public service communications when needed.

## **Article III – Membership**

### **Section 1 – Full Membership**

Full membership is open to all FCC licensed amateur radio operators. Prospective members must be able to pass the Whatcom County Sheriff's Office background check in order to become a registered emergency worker and must abide by the WECG's Code of Conduct. Membership in the Amateur Radio Relay League (ARRL) is encouraged.

### **Section 2 – Associate Membership**

Associate membership is granted to individuals who do not hold an amateur radio license but wish to support the WECG in other ways. Prospective members must be able to pass the Whatcom County Sheriff's Office background check in order to become a registered emergency worker and must abide by the WECG's Code of Conduct.

## **Article IV – Code of Conduct**

WECG members are the personification of Amateur Radio to the public and to the governmental and non-governmental agencies we serve. Those who violate the standards of this code shall be removed from the membership.

1. WECG members shall conduct themselves with respect and courtesy to each other and those we serve. We shall be listeners and communicators.
2. WECG members shall not act as or be perceived as agents or employees of the agencies we serve. We are a serving agency and have no authority to act on behalf of the served agency.
3. WECG members shall not use profanity, vulgar language or language or expressions which may be considered derogatory when working around the public or while on duty.
4. WECG members shall not use the logos or identifying marks of the agencies we serve without prior approval in writing by those agencies.
5. Conflicts of interest are prohibited. A "conflict of interest" exists when a member's interests interfere, or even appear to interfere, in any way, with the interests of the WECG.
6. Services provided by the WECG are provided free of charge and members shall not solicit, receive or accept personal remuneration for their services.

7. WECG shall not tolerate harassment of any kind for any reason. There will not be discrimination based on race, color, religion, gender, national origin or any other legally protected class.
8. WECG members shall obey the laws of the jurisdiction they operate in, both in letter and in spirit.
9. WECG members shall promote the highest level of ethical standards.
10. WECG members shall not violate FCC rules.

#### **Article V – Board of Directors**

**Section 1** – A seven-member Board of Directors with equal vote shall be the governing body of the organization and shall meet regularly to determine such policies necessary for the continued growth and welfare of the organization. For all matters other than amending the Constitution, By-Laws and dissolution of WECG, a majority vote of the directors will be a deciding vote. Directors will be as follows:

**Position 1** President – Interfaces with the Served Agencies, is responsible for Public Relations and strategic direction of the WECG.

**Position 2** Secretary – Keeps minutes of all meetings and documents activities of the organization.

**Position 3** Treasurer – Maintains records of accounts receivable and accounts payable. A bank account under the WECG name will be maintained by the treasurer under the direction of the Directors for the use of the organization. The account will require two signatures on each check written. Files annual reports to the Washington Secretary of State and to the IRS required by our non-profit and 501c(3) status.

**Positions 4 - 7** There are four additional “At Large” directors.

**Section 2** – Directors will serve indefinite terms until removal by majority vote of the members present or resignation.

**Section 3** – Vacancies in the Board of Director positions occurring either by removal or resignation must be filled within 60 days by a majority vote of the members present.

**Section 4** – The Board of Directors may form ad hoc committees for specific purposes.

#### **Article VI – WECG Reserved Rights**

The WECG repeaters are privately owned and the WECG Directors reserve the right, in addition to FCC rules and regulations, to control their usage.

#### **Article VII – Amendments to the Constitution and By-Laws**

This Constitution may be amended by a unanimous vote of the Board of Directors and, when presented at a regularly scheduled meeting, a majority vote of those members who submit a vote at the meeting, or within 14 days following the meeting. Instructions for how to submit a vote will be included in the notification of the upcoming vote. The By-Laws may be amended by a unanimous vote of the Board of Directors.

#### **Article VIII – Dissolution**

The WECG may be dissolved by a unanimous vote of the Board of Directors. Upon dissolution, all equipment and assets will be returned to Whatcom County Department of Emergency Management

(DEM) or donated to other not-for-profit emergency communications group(s), or sold and the proceeds given to DEM or other not-for-profit emergency communications group(s) as appropriate.

**Article IX – WECG Directors' Approval of this Constitution**

Enacted this 13 day of August, 2020

President: Jim McCabe

Secretary: John Hatten

Treasurer: Tom Oliver

At Large: Don Boyer

At Large: Andy Saylor

Amended by email vote in January 2023 and ratified at the board meeting 2-2-2023 to increase the size of the board by two members and to allow amending the constitution by a majority vote of those present at a regularly scheduled meeting.

Amended by in person vote February 9, 2023 to change the way that the constitution is amended to allow that votes may be cast within 14 days following the regularly scheduled meeting.

# Whatcom Emergency Communications Group, Inc.

## By-Laws

### **Article 1 – Meetings**

Regularly scheduled general membership meetings shall be held at least once a month, at a time and place specified by the Board of Directors. Meetings will be open to all WECG members and guests. Special or emergency meetings may be called by the Board of Directors.

### **Article 2 – Dues**

The WECG may levy upon the membership such dues or assessments as deemed necessary for the business of the WECG, within the objectives as set forth in the preamble.

### **Article 3 – Memoranda of Understanding and Affiliations**

Should a served agency request it, the WECG shall negotiate a Memorandum of Understanding (MOU) with them. An MOU shall include as a minimum: (1) training requirements; (2) credentialing requirements; (3) liability coverage and limitations; (4) scope of communications assistance needed; and (5) Agency Point(s) of Contact (POC) and lines of authority; (6) Duration of the MOU and conditions of termination.

### **Article 4 – Merging other groups into WECG**

A merger of another group with WECG must be approved by the Board of Directors.

### **Article 5 – WECG Equipment and Assets**

WECG operates with assets and equipment owned by the Whatcom County Sheriff's Office and WECG. WECG also shares Field Day equipment with the Mount Baker Amateur Radio Club.

### **Article 6 – Repeater Trustee**

The Board of Directors will appoint a Repeater Trustee. The trustee shall be responsible for the proper operational compliance of the repeater system according to the rules set forth by the FCC. The Repeater Trustee shall appoint control operators, subject to approval by the Board of Directors, as needed to monitor the repeater system's operation for compliance. The Repeater Trustee is also responsible for frequency coordination through the Western Washington Amateur Relay Association.

### **Article 7 – WECG Call Sign(s) Trustee**

The Board of Directors will appoint a trustee for WECG's call sign(s).

### **Article 8 – Coordinator Positions**

**Direction:** Any WECG member may hold one or more of the coordinator positions below. The Board of Directors shall appoint coordinators.

The **ARES Emergency Coordinator** shall be responsible for operations of the group and will be designated as the Emergency Coordinator (EC) for ARES, responsible for SAR call outs and all matters relating to operations of the WECG.

The **Training Coordinator** shall be responsible for developing and presenting training to the WECG members. This will include any field events used for training.

The **License Exams Coordinator** shall be responsible for scheduling and administering ham license exams.

The **Membership Coordinator** shall be responsible for maintaining the membership roster and training records.

The **Events Coordinator** shall be responsible for all events that WECG provides communications for and Field Day events including area selection and appointing assistants to handle logistics.

The **Hospital Coordinator** shall be responsible for maintaining our relationship with the PeaceHealth St Joseph Hospital and leading the volunteers who serve there.

The **Web Site Coordinator** shall be responsible for the WECG website, domain name and website changes and maintenance.

The **Digital/DMR Coordinator(s)** shall schedule, administer and keep records of the digital/DMR nets.

The **Search and Rescue Council Coordinator** shall attend SAR Council meetings as the WECG representative and report to WECG members on council concerns.

The **American Red Cross** coordinator shall maintain our relationship with the ARC and lead the volunteers who serve there.

Approved: \_\_\_\_\_, 2020