

**MARION COUNTY CHAPTER
FEDERATION OF OREGON PAROLE AND PROBATION OFFICERS (FOPPO)
BYLAWS**

ARTICLE I – NAME

The name of this organization shall be the Federation of Oregon Parole and Probation Officers (FOPPO), Marion County Chapter.

ARTICLE II – PURPOSE

The Marion County Chapter of the Federation of Oregon Parole and Probation Officers is established for the purpose of representation of its members as set forth in and in accordance with the Bylaws of the Union.

ARTICLE III – MEMBERSHIP

Section 1. General Membership

All members of the Marion County Chapter bargaining unit, represented by the Union who hold membership in the Union in accordance with Article III of the Federation of Oregon Parole and Probation Officers Constitution shall be members. Only active members in good standing of the Union shall be allowed to vote, attend meetings, and otherwise participate in the affairs of the Union.

Section 2. Suspension and Cancellation of Membership

Members are expected to adhere to all rules stated in these bylaws and the FOPPO constitution, in addition to upholding all Chapter, state, and federal laws. Violation of any of the above can subject a member to discipline, including suspension or cancellation of membership. Recommended discipline will be submitted by the Executive Board and discussed and voted on at a general membership meeting. Discipline will be imposed if 51% of the members present at the meeting vote in favor of it, and it does not preclude any legal rights afforded to the member.

ARTICLE IV – EXECUTIVE TEAM

The Chapter's Executive Team shall be composed of four members: the President, Vice President, Stewards and Secretary/Treasurer, whose duties are described in Article V.

This body is responsible for the routine business of the Chapter, including, but not limited to: recommendations to the Federation Executive Board (FOPPO) on all matters; reviewing grievances at each level; recommending arbitration; political endorsement or recommendations; making fiscal requests to FOPPO; deciding allocation of Chapter funds; appointment or replacement of Chapter officers; establishment of all standing or ad hoc committees; making policy for the Chapter operations; initiating investigations, both internal and external; and dealing with all aspects of contract negotiation, contract modifications, litigation, political advocacy and contract enforcement; and any other activity promoting the efficiency of the Chapter.

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Representation on the FOPPO State Executive Board will be comprised of the President and Vice President, from the Chapter Executive Team.

ARTICLE V – OFFICERS/COMMITTEE CHAIRS

Section 1. Officers (no member may hold more than one office)

President. The office of President carries a two-year term, from January 1 to January 1 of the year following the second year. The President is the official spokesperson for the chapter at the Chapter and State levels, and represents the Chapter as chief contract negotiator. No Chapter member shall usurp that duty at any level. This officer chairs both the Chapter Executive Team and all General Membership Meetings; and, as such, offers only a tie-breaking vote. However, the President is responsible for the operation of those meetings, as well as the general work of the Chapter and its officers. The President represents the Chapter at the Federation's Executive Board; and is, de facto, a member of that Board.

Vice President. 2-year term. This officer assists the President in his/her duties, and may substitute for assembly chair. The VP may speak on behalf of the Chapter with permission of the President; and shall be in attendance to labor/management meetings with the President. The VP acts as adviser on Chapter matters. He/she has responsibility for helping to maintain archives on the Chapter's labor/management agreements and settlements, preparing all materials for contract bargaining. The VP will represent the Executive Team at all Health Insurance Study Committee (HISC) meetings.

Steward. 2-year term. This office is responsible for representing the membership in contract violations by helping to construct and process grievances. The Steward must interact with management on all levels, on behalf of the grievant, and represent grievances before the Executive Team to determine its worthiness to pass to arbitration. This position also has responsibility for recording all grievance material and settlements; and maintaining an archive for such material for use at collective bargaining.

Secretary/Treasurer. 2-year term. This officer oversees all recording and safekeeping of all records at the Chapter level. He/She shall keep minutes of the Executive Team and General Membership Meetings; shall coordinate mail and material for the distribution within the Chapter; shall conduct all matters sent to the Chapter members for a vote, including annual elections of Officers, in a manner approved of by the Executive Team; shall maintain accurate lists of Chapter members and process applications for new members and requests for fair share members and shall coordinate with the State FOPPO Secretary/Treasurer to see that dues and other Chapter financial matters are appropriately and expeditiously handled.

Section 2. Committee Chairs

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The Chapter President is responsible for the appointment of all Chapter committee chairs.

Section 3. Replacement of Officers

Should a Chapter officer step down or be recalled from office, the Executive Team shall be empowered to replace that officer if over 50% of the officer's term of office has expired. If less than 50% has expired, then a general election shall be held. The Executive Team may determine the time for election pending on its proximity to general elections.

If the President vacates office, then the next in rank shall take the position as President; Vice President, Chief Steward, Secretary/Treasurer, respectively. The same 50 % rule applies to the vacancies created by the replacement of the President.

ARTICLE VI – ELECTION AND RECALL PROCESS FOR OFFICERS

Section 1. Nominations shall be submitted in writing on or before November 1st.

Section 2. Ballots to be distributed no later than 7 days prior to election.

Section 3. Election to be held during December, prior to the 15th

Section 4. Newly elected officers will assume office January 1st.

Section 5. Term of office is two years for elected officials.

Section 6. An individual shall not be nominated or volunteer for more than one elected office.

Section 7. No half position or exceptions to stated duties of elected officers.

Section 8. An individual shall be considered elected to office if they receive 51% or more of ballots cast. If no individual receives 51% of cast ballots, the top two vote recipients shall be involved in a runoff election.

Section 9. Vote will be by secret ballot to be conducted by the Secretary of the Chapter. Results to be announced by the President.

Section 10. Absentee ballots will only be permitted on officer elections and contract ratification elections.

Section 11. All Officers must be members of the Union. Nominations shall be made by Union members with the approval of the nominee.

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Section 12. Any officer of the Executive Team may be subject to recall election based upon the filing of a petition by a member in good standing of the Union. Any member in good standing may initiate a recall petition. In order to call for a recall election, a recall petition must be signed by individuals numbering at least 1/3 of the eligible voters, or a petition signed by 2/3 of the entire Executive Team, and must be filed with the Secretary/Treasurer of FOPPO. A recall election will be held within 30 days of a valid petition being filed. Recall shall require a 2/3 vote of all members in good standing voting in such recall election.

ARTICLE VII – EXECUTIVE TEAM AND GENERAL MEMBERSHIP MEETINGS

Section 1. The Executive Team shall convene monthly, or as by schedule constructed by the Executive Team. There shall be a recording Secretary present to record all minutes, motions and ruled actions/recommendations. A quorum of three members (two, if that is total number of current officers) is necessary to convene. An agenda shall be constructed and sent to the membership in advance of the meeting, with a request for new agenda items. Minutes shall be approved at the following meeting and distributed to the membership as soon as practicable.

Section 2. General membership meetings shall be held in January, May and September, and/or may be called by the President, the Executive Team, or by a petition filed with the Executive Team and signed by 25% of the regular members.

Section 3. General membership meetings will have a Preliminary Agenda. Items for the agenda may be submitted to the Secretary/Treasurer up to 14 days prior to the scheduled meeting. The agenda will be posted via e-mail 7 days prior to the scheduled meeting, except in the event of an emergency meeting.

Section 4. All meetings will be conducted in a business-like manner.

ARTICLE VIII – NEGOTIATING COMMITTEE AND CONTRACT

Section 1. The Negotiating Committee shall research and represent the interests of the Union's members in contract negotiations. The Negotiating Committee shall be made up of the Chapter President, Chapter Vice President and a Member-at-Large. The Negotiating Committee will develop its own organization, roles, and process for accomplishing the establishment of a contract. Impasses amongst the Negotiating Committee will be returned to the Chapter Executive Team for resolution. The President shall be the committee chair.

Section 2. The Negotiating Committee will provide regular updates to the Executive Team and the General Membership, during any and all contract negotiations, mediations and arbitrations.

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Section 3. Prior to sending a contract to the general membership for ratification, the Negotiating Committee will send their recommendations to the Executive Board, who will approve the proposed contract prior to sending it to the general membership.

Section 4. Ratification of a proposed contract by the general membership will occur if 51% of the ballots cast vote in favor of the proposed contract.

ARTICLE IX – DUES

Section 1. Dues shall be assessed at a rate set by FOPPO

Section 2. Waiver of Dues: Any continuing member who may be disabled and unable to afford dues may apply for a waiver. The decision to grant a waiver of dues shall rest within the Chapter Executive Team.

Section 3. The standard form of payment for dues will be bi-weekly payroll deduction.

Section 4. Any assessment, in addition to regular monthly payment, shall be voted on by the general membership, resolved through majority vote.

ARTICLE X – LIMITATIONS

All members of the Marion County Chapter of the Federation of Oregon Parole and Probation Officers will respect and adhere to the limitations set forth in accordance with these Bylaws and the FOPPO Constitution.

ARTICLE XI – MISCELLANEOUS PROVISIONS

Except to the extent specified in these bylaws, and the State Constitution, no officer or member of the Chapter shall have the power to act as an agent for or otherwise bind the Union except to the extent specifically authorized in writing by the Executive Team.

ARTICLE XII – AMENDMENTS

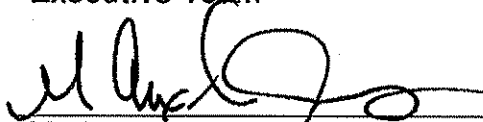
The Constitution and Bylaws may be amended by a majority vote of the members of the Chapter. Notices and copies of such proposed amendments shall be furnished to the Chapter Secretary and be posted by the Secretary on each office's union bulletin board at least 10 days before the date of the General Membership meeting to discuss the proposed changes. At the General Membership, the proposed amendments will be included as an agenda item. In order for the proposed changes to go the General Membership for a vote, a motion on the changes must be made at the meeting and passed by 51% of the members present to proceed with a vote by the General Membership. The Executive Team will set the date of the vote. Voting shall be conducted by secret ballot. Ballots will be collected and accounted for by the Secretary of the Chapter.

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ARTICLE XIII – ADOPTION

This document, the Bylaws of the Marion County Chapter of the Federation of Oregon Parole and Probation Officers shall become effective upon its ratification and adoption by a majority vote of the members voting in the standard and custom election process set forth by the Chapter.


Executive Team



Mark A Jones, President

9-16-08

Date



Kelly Swearingen, VP

9/16/08

Date



Sally Gerberding, Secretary

9-16-08


Date



Wendy Webb, Steward

9/16/08

Date



Marissa Foster, Steward

9-16-08

Date