

BY-LAWS
of the
BOARD OF GOVERNORS
SOUTHERN NEVADA COUNTER-
TERRORISM CENTER
(SNCTC)

ARTICLE I ORGANIZATION

- 1. The name of the organization shall be the Board of Governors - Southern Nevada Counter-Terrorism Center (SNCTC).**
- 2. The organization may at its pleasure by a vote of the membership body change its name.**

ARTICLE II PURPOSES

The purposes for which this Board of Governors are:

To provide mission guidance and policy direction to the Southern Nevada Counter-Terrorism Center (SNCTC), and to resolve any conflicts or disputes that might arise related to policy or mission.

The SNCTC Board of Governors will provide mission guidance and policy direction for the All-hazard Regional Multi-agency Operations and Response Team (ARMOR).

The SNCTC Board of Governors will provide guidance regarding the distribution and use of grant funds and consider and prepare strategies for the continuity and sustainment of these grant-funded programs.

ARTICLE III MEMBERSHIP

Charter Membership in this organization shall be open to the Head of Agency of the contributing agencies. A Contributing Agency is defined as an agency that contributes personnel on a full-time basis to the SNCTC. Charter members will retain full voting rights on all matters before the Board of Governors.

Associate Membership in this organization shall be open to the Head of Agency of participating agencies. A participating agency is defined as an agency that contributes personnel on a part-time or surge basis. Associate members may participate in all business before the Board of Governors, however will not be allowed to vote on matters before the Board.

As the staffing pattern changes and full-time employees are added, additional Governors will be added to the Charter Membership to reflect this increased contribution.

Since classified information may be discussed before the Board of Governors, all Charter Members must possess, or be eligible and apply for a minimum clearance level of "Secret."

ARTICLE IV MEETINGS

The annual membership meeting of this organization shall be held on the Second Tuesday of March and October each year except if such day is a legal holiday, then and in that event, the Chairman shall fix the day but it shall not be more than two weeks from the date fixed by these By-Laws.

The Secretary shall cause to be mailed to every member in good standing at their address as it appears in the membership roll book in this organization a notice setting the time and place of such annual meeting, at least 10 days before the scheduled date of the meeting.

All Meetings will be held in compliance with Nevada State law.

The presence of a simple majority of the members shall constitute a quorum and shall be necessary to conduct the business of this organization. If a quorum is not present for the meeting, the meeting must be rescheduled by the Chairman for a period of not more than two (2) weeks from the date scheduled by these By-Laws. The secretary shall cause a notice of the rescheduled meeting to be sent to all those members who were not present at the meeting originally called. A quorum as herein before set forth shall be required at any adjourned meeting.

Special meetings of this organization may be called by the Chair when he deems it for the best interest of the organization. Notices of such meeting shall be mailed to all members at their addresses as they appear in the membership roll book at least ten (10) days before the scheduled date set for such special meeting. Such notice shall state the reasons that such meeting has been called, the business to be transacted at such meeting and by whom it was called.

No other business but that specified in the notice and agenda may be transacted at any regular or special meeting unless it is determined that an emergency exists requiring immediate action relating to an unforeseen circumstance such as a disaster caused by fire, flood, earthquake or other natural disaster or any impairment of the health and safety of the public.

ARTICLE V VOTING

At all meetings all votes shall be by voice.

At any regular or special meeting, if a majority so requires, any question may be voted upon in the manner and style provided for election of officers and directors.

For any regular or scheduled meeting, a Governor may designate a proxy to represent the interests of that Governor. The proxy will be deemed to have all rights and privileges of a Governor for the duration of that regular or special meeting.

ARTICLE VI ORDER OF BUSINESS

- 1. Roll Call.**
- 2. Reading of the Minutes of the preceding meeting.**
- 3. Reports of Committees.**
- 4. Reports of Officers.**
- 5. Old and Unfinished Business.**
- 6. New Business.**
- 7. Adjournments.**

ARTICLE VII CHAIRPERSON

The Chairperson of the Board of Governors shall be the Head of Agency of the agency that is designated as the Fiscal Agent.

The Chairperson shall preside at all membership meetings. He/she shall present at each annual meeting of the organization an annual report of the work of the organization, absent any information designated as classified by the Federal Government. He/she may appoint all committees, temporary or permanent. He shall see that all books, reports and certificates required by law are properly kept or filed.

The Vice Chairperson shall in the event of the absence or inability of the Chairperson to exercise his office become acting Chair of the organization with all the rights, privileges and powers as if he had been the duly designated chairperson.

The Secretary shall keep the minutes and records of the organization in an appropriate manner. He/she shall give and serve all notices to members of this organization.

He/she shall be the official custodian of the records and seal of this organization. He/she shall present to the membership at any meetings any communication addressed to him/her as Secretary of the organization. He/she shall attend to all correspondence of the organization and shall exercise all duties incident to the office of Secretary. He/she will be responsible for compiling the Policies and Procedures Manual for the Southern Nevada Counter-Terrorism Center, and maintaining the original master copy. A historical

record of revisions and modifications will also be maintained.

ARTICLE IX SALARIES

No Governor shall for reason of his office be entitled to receive any salary or compensation, but nothing herein shall be construed to prevent an officer or director for receiving any compensation from the organization for duties other than as a Governor.

ARTICLE X ADVISORY BOARD

The Chairperson shall appoint, contingent upon a vote and approval of the Board of Governors, representatives of agencies, industries or organizations with a vested interest in the operations and/or products of the SNCTC. These representatives will comprise the Advisory Board for the SNCTC.

The Advisory Board will serve to provide recommendations related to the operation of the SNCTC; or the content and/or format of the work products.

The Advisory Board will meet at least bi-annually, on the First Tuesday of February and September, and the minutes and recommendations resulting from these meetings will be transmitted to the Secretary of the Board of Governors in advance of their next scheduled meetings. The Advisory Board may elect to hold additional meetings, as desired, and any recommendations transmitted to the Secretary of the Board of Governors.

Security clearances will not be a requirement for membership on the Advisory Board.

ARTICLE XI DUES AND REVENUES

There shall be no dues, nor any revenue collection for the Board of Governors. Any costs associated by the Board of Governors (i.e travel, training, printing, etc) may be borne by the operating budget of the Southern Nevada Counter-Terrorism Center.

ARTICLE XII AMENDMENTS

These By-Laws may be altered, amended, repealed or added to by an affirmative vote of not less than 50% percent of the Governors.

By: _____ Date: _____
Douglas C. Gillespie, Sheriff
Las Vegas Metropolitan Police Department

By: _____ Date: _____
Steven M. Martinez, Special Agent in Charge
Federal Bureau of Investigation (Las Vegas Office)

By: _____ Date: _____
Phil Galeoto, Director
Nevada Department of Public Safety

By: _____ Date: _____
Richard D. Perkins, Chief of Police
Henderson Police Department

By: _____ Date: _____
Mark S. Paresi, Chief of Police
North Las Vegas Police Department

By: _____ Date: _____
Hector R. Garcia, Chief of Police
Clark County School District

By: _____ Date: _____
Steven M. Smith, Fire Chief
Clark County Fire Department

By: _____
David L. Washington, Fire Chief
Las Vegas City Fire and Rescue

Date: _____

Associate Member:

By: _____
David Roger, District Attorney
Office of the District Attorney
Clark County, Nevada

Date: _____