



INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS®

EDWARD A. KELLY
General President

FRANK V. LÍMA
General Secretary-Treasurer

February 24, 2022

VIA ELECTRONIC DELIVERY ONLY

Brandon Day, Secretary-Treasurer
Federation of State and Provincial
Professional Fire Fighters
731 Baxter Trl
Rockwall, TX 75087-9257
bday@tsaff.org

Dear Brother Day:

I have completed my review of your amended Constitution and By-Laws to determine its compliance with the IAFF Constitution and By-Laws. I am pleased to inform you that your amended Constitution and By-Laws is ***approved***.

Enclosed is your approved Constitution and By-Laws. An electronic copy has been retained for our records on your local.

Sincerely and fraternally,

Edward A. Kelly
General President

Enclosure

EAK/PL:plh

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IAFF, General President
2/24/22 Date

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ARTICLE I
ORGANIZATION

SECTION 1 - NAME

This organization shall be known as the Federation of State and Provincial Professional Fire Fighters (FSPPPF), (AFL-CIO) CLC and shall be affiliated with the International Association of Fire Fighters.

SECTION 2 - OBJECTIVE

The objective of this Federation shall be to cultivate an atmosphere of friendship and fellowship as well as providing education and networking opportunities among State and Provincial leadership within the IAFF.

SECTION 3 - GOVERNMENT

This FSPPPF shall recognize, observe, and be bound by provisions of the International Association of Fire Fighter's Constitution and By-Laws and interpretations thereof rendered by the International General President, decisions and directives of the Executive Board of Officers of the International Association of Fire Fighters, and the resolutions adopted, and policies established by the delegates at International Conventions. This Constitution and By-Laws shall be supplementary to the International's Constitution and By-Laws and establishes hereby procedures for the conduct of this organization subject to the governing features of all applicable provisions of the International Constitution and By-Laws particularly governing State Associations as set forth in Article XIV. None of the provisions of this organization's Constitution and By-Laws shall be in conflict with any of the provisions of the International Constitution and By-Laws.

The delegates assembled at the Biannual FSPPPF meetings shall be the supreme authority of this Federation and shall constitute its highest executive and judicial body. All decisions and actions of the delegates at these meetings shall be binding upon all officers and members of this Federation. They shall have the sole authority to make, amend, revise or modify the laws for the government of this Federation.,

Between meetings of the FSPPPF, all administrative and executive powers of the Federation shall be vested in the Executive Board, except as otherwise expressly provided in this Constitution and By-Laws.

SECTION 4 - FEDERATION IS NON-PARTISAN

This Federation shall be non-partisan and shall not provide political endorsements of any kind.

SECTION 5 - USE AND DISSEMINATION OF MEMBERSHIP INFORMATION

This Federation shall ensure that all personal and identifiable member information is used for internal purposes only. Electronic information will be protected by acceptable marketplace security standards for an organization of comparable size. This information will never be released or sold to any outside entity.

ARTICLE II
MEMBERSHIP

SECTION 1 - JURISDICTION

The membership of the federation shall be composed of such State and Provincial Associations as are chartered and affiliated, and in good standing with the International Association of Fire Fighters.

SECTION 2 - MAINTENANCE OF GOOD STANDING

Membership in good standing in this Federation includes any State or Provincial Professional Fire Fighters Association or Joint Council affiliated with the International Association of Fire Fighters (AFL-CIO) CLC upon payment of dues as prescribed in ARTICLE VII, SECTION 1. Failure to pay dues within the period of time of the above ARTICLE will be subject to suspension of membership upon notification from the Federation Secretary/Treasurer.

ARTICLE III
OFFICERS

SECTION 1: EXECUTIVE BOARD

The Officers of this Federation shall consist of a Chairman, a Vice-chairman and a Secretary/Treasurer.

SECTION 2: CHAIRMAN

The Chairman shall be the executive head of the Federation and shall preside at all meetings. They shall appoint committees as necessary. They shall enforce observance of the Constitution of the Federation and seek advice on any action they interpret as being contrary to the Constitution and By-Laws of the Federation and/or the International Association of Fire Fighters. Any additional duties as assigned by the members through meeting action only.

SECTION 3: VICE-CHAIRMAN

In the absence of, or upon authorization of the Chairman, the Vice-Chairman shall assume the responsibilities of the Chairman.

SECTION 4: SECRETARY/TREASURER

The Secretary/Treasurer shall receive all monies due to the Federation. They shall be the custodian of all records pertaining to meetings held. They shall be responsible for an accurate journal and shall distribute to all members an account of the proceedings of meetings at the earliest possible date.

They shall establish an account for monies received in the name of "The Federation of State and Provincial Professional Fire Fighters (AFL-CIO) CLC at the banking institute of their choice. They shall issue and sign checks or payments as approved by the membership or authorized by the Federation Chairman in carrying out the functions of their office. They shall also prepare prior to all meetings, an itemized account for all receipts and expenditures. In addition, they shall perform such other duties as prescribed by the Federation Chairman and/or the Federation members through meeting action only.

SECTION 5: TRUSTEES

It shall be the responsibility of the trustees to conduct an annual audit of the accounts of the FSPFF as outlined in Article VI, Section 4 of these by-laws. There shall be two (2) trustees elected at each spring meeting by vote of the membership in attendance.

SECTION 6 - ELIGIBILITY OF OFFICE

No person shall be eligible to hold office or to membership on any Committee unless they are an executive board member of a State or Province in good standing.

SECTION 7: NOMINATIONS AND ELECTION

Nominations for chairman shall be taken at the fall meeting of odd numbered years. Nominations for vice-chairman and secretary/treasurer shall be conducted on even numbered years. All nominations shall come from the floor of the appropriate fall meeting. Elections shall be conducted at this meeting and shall be by secret ballot. In the absence of a fall meeting, the Federation shall hold a Special Meeting (In person or virtual) for the purpose of electing officers. In the event that no candidate receives a majority vote (50%+), the top two (2) candidates shall participate in a runoff election. In the event of a tie, a flip of the coin will decide the winner.

SECTION 8: TERM OF OFFICE

The terms of Chairman, Vice-Chairman and Secretary / Treasurer shall be for a period of two (2) years.

SECTION 9: SALARIES, ALLOWANCES, AND EXPENSES

The office of chairman, vice-chairman and secretary/treasurer shall be non-salaried. Any allowances and/or expenses shall be approved from the meeting floor. The provisions herein shall also apply to all committees.

ARTICLE IV **MEETINGS**

SECTION 1: TIME AND PLACE

Meetings of the Federation shall be decided by majority vote from the meeting floor as to time and place.

SECTION 2: QUORUM

Attendance of fifteen percent (15%) of State/Provincial Associations and/or Joint Councils of this Federation shall be needed for a meeting to be in session.

SECTION 3: REPRESENTATION AND VOTING

Each State/Provincial Association and Joint Council in attendance shall be entitled to one (1) vote for each representative in attendance with a maximum of two (2) votes at all meetings on issues covered in this Constitution and By-Laws.

SECTION 4: COMMITTEES

The Federation Chairman shall appoint all committees and designate the chairperson.

SECTION 5: SPECIAL MEETINGS

A special meeting of this Federation may be called by the Chairman.

A request for a special meeting may be made by 15% of the Federation membership. The request must be submitted in writing to the Secretary-Treasurer and shall clearly state the purpose or purposes for which the meeting is called. The Secretary/Treasurer will poll the entire membership and if approved by majority (50%+) of the members, a Special Meeting will proceed, and no other business shall be transacted, unless brought forward by the Executive Board.

The Secretary Treasurer shall notify all Federation officers of the special meeting at least fifteen (15) days before it convenes.

The meeting may take place in any communication medium decided by the Chairman (In-Person, Virtual and/or Hybrid).

The notice is to state all subject matters to be discussed.

SECTION 6: CANCELLATION OF MEETING

If for any reason a meeting is canceled it shall be the responsibility of the Chairman or Vice chair and Secretary/Treasurer to set a new date and location and to notify all Federation members of the change.

ARTICLE V *REVENUE AND FUNDS*

SECTION 1: SOURCES OF REVENUE

The revenue of this Federation shall be derived from an annual membership fee. The fee structure will be voted on by membership at the Spring meeting for the following Fiscal year and updated in the Policy manual.

Annual fees shall be paid within sixty (60) days of invoicing.

SECTION 2: REMITTANCE OF REVENUE

All money due to the Federation by State/Provincial members and Joint Councils shall be remitted by check, money order, or electronic transfer and made payable to the *Federation of State and Provincial Professional Fire Fighters* in U S Dollars.

SECTION 3: AUDIT

It shall be the duties of the Trustees to audit the financial accounts of the FSPPFF each year at the spring meeting. The Secretary/Treasurer shall provide to the Trustees, copies of all Federation bank statements for the previous twelve months as well as a financial statement, with his signature, of the financial status of the funds of this Federation. An IAFF Financial Review shall be completed by the Trustees and submitted by the Secretary/Treasurer to the IAFF within thirty (30) days of the completion of the audit.

SECTION 4: BONDING OF OFFICERS

All officers of the FSPPPF who handle funds or property of the Federation shall be bonded in such amounts as may be required by the board of Trustees of the FSPPPF and the IAFF General Secretary/Treasurer in compliance with applicable law. Expenses for additional bonding outside the \$5000 provided by the IAFF shall be borne by the FSPPPF.

SECTION 5: FISCAL YEAR

The Fiscal Year of this Federation will be from January 1st until December 31st.

ARTICLE VI **MISCELLANEOUS**

SECTION 1 - IAFF APPROVAL OF AMENDMENTS

Any Amendments of the Constitution and By-Laws of this Federation shall be effective immediately upon approval of the International Association of Fire Fighters.

SECTION 2: BY-LAW MODIFICATION

Suggested modifications to these By-Laws shall be taken at any meeting where a quorum of the membership is present. The suggested modification shall be referred to the By-law committee for review and the committee's recommendations shall be presented to each state and provincial association at least thirty (30) days prior to the next scheduled meeting of the FSPPPF. These By-Laws may be amended by a two-thirds (2/3rds) vote of the membership in attendance at said meeting.

SECTION 3 - MATTERS NOT PROVIDED FOR

In matters not provided for, the Constitution of the International Association of Fire Fighters shall apply.

SECTION 4 - RULES FOR MEETINGS

Robert's Rules of order shall prevail if needed.

SECTION 5- ORDER OF BUSINESS

The order of business in Meeting for this Federation shall be:

- o Roll Call of Officers
- o Adoption of Minutes
- o Report of Officers
- o Unfinished Business
- o Nomination of Officers & Meeting City
- o Election of Officers & Meeting City
- o New Business
- o Good and Welfare
- o Adjournment

**APPENDIX A
Officer Roles 19?? - Present**

CHAIRMAN

<i>YEARS</i>	<i>Name</i>	<i>State / Province</i>
	Harold Schaitburger	Virginia
	Ted Ryan	Wisconsin
	Dan Terry	California
1998-2010	Bob McCarthy	Massachusetts
2010-Present	Pete Carozza	Connecticut

VICE CHAIRMAN

<i>YEARS</i>	<i>Name</i>	<i>State / Province</i>
	Frank Montanaro	Rhode Island
	Bob Carver	Florida
1998-2000	Mark Zeir	Wisconsin
2000-2010	Pete Reagan	Arkansas
2010-2018	Lou Paulson	California
2018-	Bobby Lee	Hawaii

SECRETARY/TREASURERS

<i>YEARS</i>	<i>Name</i>	<i>State / Province</i>
	Bob Baker	Wisconsin
	Ralph Keys	Minnesota
1990-1998	Duane Dixon	Virginia
1998-2012	Terry Chesney	Michigan
2012-2021	Tom Roate	Illinois
2021-	Brandon Day	Texas

**Appendix B
FSPFF Meeting Locations: 2001 - Present**

Year	Spring	Fall
2001	Omaha, NE	Minneapolis, MN
2002	Virginia Beach, VA	Atlantic City, NJ
2003	Coeur D'Alene, ID	Chicago, IL
2004	Hyannis, MA	Rapid City, SD
2005	Louisville, KY	Key West, FL
2006	Green Bay, WI	Seattle, WA
2007	Portsmouth, NH	Oklahoma City, OK
2008	Anchorage, AK	Burlington, VT
2009	Monterey, CA	Philadelphia, PA
2010	Honolulu, HI	Lake Tahoe, NV
2011	Mashantucket, CT	Virginia Beach, VA

2012	Baltimore, MD	Albuquerque, NM
2013	Austin, TX	Portland, OR
2014	Vancouver, BC	Chicago, IL
2015	Honolulu, HI	Boston, MA
2016	Atlantic City, NJ	Bozeman, MT
2017	Anchorage, AK	Denver, CO
2018	Milwaukee, WI	Charlotte, NC
2019	Honolulu, HI	Minneapolis, MN
2020	<i>*Lake Tahoe, NV</i>	<i>*Burlington, VT</i>
2021	Oklahoma City, OK	<i>**New York, NY</i>

* Cancelled due to Covid-19 (Virtual Meeting held in lieu)

** Cancelled due to Covid-19 Delta resurgence