

Triad Public Safety Radio Group Group By-Laws

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Mission and Organization

Mission (1.1)

The Mission of the Triad Public Safety Radio Group is to increase the influence and prevalence of Amateur Radio within the operations of Law Enforcement, Emergency Services, Emergency Management, and Federal agencies, as well as to increase the inter-agency relationships among public safety personnel.

Definition (1.2)

The Triad Public Safety Radio Group (hereafter referred to as "PSRG") will be established as a Non-Profit Amateur Radio Club based in the greater Greensboro, North Carolina area. The PSRG will serve to enhance the relationship between public safety agencies and the amateur radio community by providing a common ground for professionals from all public safety agencies (local, state, and federal) that have an in-depth interest in radio communications to meet under the common interest of amateur radio and radio monitoring. The PSRG will be established in cooperation, not competition with local amateur radio clubs and local chapters of the Amateur Radio Emergency Service (ARES).

Eligibility (1.3)

Membership in the PSRG will be open to any current or retired member of a public safety agency. For the purposes of this section, a "public safety agency" is defined as any local, state, or federal law enforcement (including corrections, company, and railroad), fire department, emergency medical service, emergency telecommunications agency, or official emergency management agency. For the purposes of this section, "current or retired" is defined as currently working for a public safety agency or having retired after a career with a public safety agency. Those persons who have been terminated from or left an agency for other reasons will not be eligible. For the purposes of this section, Amateur Radio Emergency Services (ARES), Radio Amateur Civil Emergency Service (RACES), and Radio Emergency Associated Communications Teams (REACT) members without official public safety employment or affiliation are not eligible. Exceptions to by-law 1.3 may be made on an individual basis at the discretion of the group officers after a vote.

Internal Revenue (1.4)

The PSRG will impose dues of \$25.00 per year, per member to maintain an active membership in the group. Active membership will grant the member voting privileges at group meetings, as well as access to all group repeaters, email lists, and other restricted areas. The proceeds from the yearly dues will be used to fund group activities and maintenance of any infrastructure owned or leased by the group.

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Group Officers (1.5)

The PSRG will be established with a governing board of officers, to include a President, Vice President, Secretary, Treasurer, and Special Committee Members. The positions of Secretary and Treasurer may be combined into one position at the discretion of the group members if an exigent circumstance exists.

Group Officers Defined (1.6)

President – The President of the group will preside over any group meetings or activities and serve as an ambassador for the group.

Vice President – The Vice President will preside over any group meetings or activities in the absence of the President.

Secretary – The Secretary will be responsible for the maintenance and operation of the group website, forum, and any group distributions. The secretary will also be responsible for the recording of the minutes at any group meeting.

Treasurer – The Treasurer will be responsible the establishment and operation of any bank accounts or other monetary assets acquired or under control of the group. The Treasurer will be responsible for providing a report of the financial standings of the group at each group meeting.

Special Committee Member – The President or Vice President at any time may appoint one or more group members to a special committee for the purposes of exploring or executing a task for the club based on any unique skills or knowledge that the member may have. Special Committee members are not considered group officers and therefore are exempt from the group officer election process.

Group Officer Election (1.7)

The PSRG group officers will be elected on an annual basis at the first meeting of each calendar year. The election process will take place regardless of the total number of group members present at the meeting. During the meeting, nominations for the club officers will be taken and put to a vote, and the member with the majority of the votes for each position will be elected to that officer position.

In the event that the person that is nominated for the officer position is not interested in holding that officer position, that person will be removed from the pool of nominations.

Under no circumstances will any member that is not present at the meeting OR not aware that they have been nominated for an officer position within the group be elected to the position without their knowledge and consent.

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Group Officer Discharge (1.8)

If at any time a group member holding an officer position becomes unfit to perform their duties as an officer within the group, they may at their discretion step down from the position. In the event that the President of the club steps down or is discharged, the Vice President will assume the position of the President, and the Secretary will assume the position of the Vice President. A new Secretary may then be appointed by the president at his discretion until the next group election.

If at any time a group member holding an officer position fails to perform their duties as an officer within the group, the members may move to discharge (remove) that member from the officer position in which they service. In this exigent circumstance, the majority of the total membership of the club must vote to discharge the officer in question.

Group Member Discharge (1.9)

If at any time an active group member is convicted by a court of law of a felony and/or an offense in which their membership in this organization will be viewed as unfavorable, the member in question may be discharged from the group. In this exigent circumstance, the majority of the total membership of the club must vote to discharge the member in question.

Organizational Officers (1.10)

The PSRG will operate with organizational officers for the first full calendar year (2012) of the operation of the group. Group officer elections as defined in section 1.7 will take place at the first business meeting of the calendar year 2013.

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Revenue

Establishment as a Non-Profit (2.1)

The PSRG will be established as a Non-Profit organization, and will file for and obtain a 501(c)(3) tax status as soon as reasonably possible.

Internal Revenue (2.2)

The PSRG will collect annual dues in the amount of \$25.00 per calendar year from each active member as outlined in section 1.4. Additionally, the PSRG will accept donations from any active member for the purposes for group activities or maintenance of any infrastructure owned or leased by the group.

External Revenue (2.3)

The PSRG will actively solicit and accept monetary donations from outside individuals, businesses, or agencies for the purpose of establishing infrastructure for the use of group members and outside amateur radio operators or public safety personnel. For the purposes of this section, a “monetary donation” is defined as any donation of money, labor, infrastructure, or infrastructure space.

Establishment of a Bank Account (2.4)

The PSRG will establish a checking account at a Financial Institution in the Greensboro, North Carolina area as soon as reasonably possible. Any monetary revenue will be deposited into the above mentioned checking account as soon as reasonably possible after being acquired by the group Treasurer. The Treasurer, at the discretion of the group members, establish a savings account for the purposes of accruing interest on the group assets. The PSRG checking account will be used for any official expenditures made in the name of the group.

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Operations

Group Meetings (3.1)

The PSRG will hold a group business meeting bi-monthly beginning in January, and skipping each month until the final meeting of the calendar year in November. The group business meeting will take place on the second Wednesday evening of the month. The location of the group business meeting will be at the discretion of the group officers, however, it will ideally take place at a public safety facility. The municipality in which the business meeting is held may be subject to change at the discretion of the group officers for the purposes of fair opportunities for all members to attend.

The President will be responsible for conducting the business meeting, and will be responsible for establishing a program for the meeting on a topic related to the general interest of the group. In the absence of the President, the Vice President will be responsible for the aforementioned duties.

The Treasurer will be responsible for providing the group with a report of the financial standings of the group at each business meeting. In the absence of the Treasurer, the highest-ranking group officer present will provide the club with the financial report.

The Secretary will be responsible for recording the minutes of the business meeting, and publishing the to the group website and/or newsletter. In the absence of the Secretary, he or she may appoint another active member of the group to record the minutes and forward them to him or her as soon as reasonably possible.

In the event that no group officers will be available for the business meeting, the President may at his or her discretion appoint any active member that will be in attendance to conducting the meeting to the best of their abilities in the absence of all of the group officers.

Guests in the form of any individual or representative from any group, club, or agency will be welcomed at any business meeting.

Group Radio Net (3.2)

The PSRG will hold a radio "Net" on a predetermined amateur radio repeater each week on a predetermined day and time. The purpose of the net will be to keep all active group members and the community abreast of the activities of the group between business meetings, as well as promote camaraderie and professionalism within the group. The Net will be held preferably on PSRG infrastructure. In the event that PSRG infrastructure is not available, the Net will be held on infrastructure outside the group with the approval of the controlling individual or organization.

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Group Special Events (3.3)

The PSRG will hold or participate in special events throughout the calendar year. Special events may include field trips, cookouts, parties, and other events. For the purposes of this section, a formal (planned) special event is any group event that is planned in advance that will utilize funds from the group bank account. Any formal special event will be discussed at the business meeting prior to the event as well as on the PSRG website.

PSRG members may also participate in informal special events, which are at the discretion of the member(s) in question.

Group Website (3.4)

The PSRG will establish a website on the Internet as soon as reasonably possible. The website will be administered by the group Secretary. The President may also at his or her discretion appoint any other officer or member to administer the website based on that member's skills in Internet Design and development. The PSRG website will include an interactive discussion board in which group members and the public may discuss group operations, monitoring, or radio equipment. Access to certain areas of the discussion board may be limited to members only at the discretion of the President. The President may at his or her discretion may appoint moderators and administrators on the discussion board from the pool of available group officers and members.

Group Email Accounts and use thereof (3.5)

The PSRG website admin will make available email accounts (@tpsrg.com) for any group members that wish to utilize a PSRG email address. Any use of the PSRG email system for the purposes of criminal or immoral activities is strictly prohibited. Any PSRG member found to be in violation of this section will have their email privileges revoked, and will face possible termination from the group.

Group Radio Operations (3.6)

The PSRG is an amateur radio and radio monitoring group. As such, the primary operations of the group will be centered around radios and radio technology. All group members will be encouraged to obey all rules set forth by the Federal Communications Commission (FCC) at all times. The PSRG will encourage experimentation with new radio equipment and technology, to include Digital Voice, Packet, Encryption, Trunking, and other formats.

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Group Radio Frequencies (3.7)

The PSRG will establish a standard set of repeated radio frequencies on which communications may take place between group members. Any amateur radio frequencies contained in this section are for the use of all licensed amateur radio operators. Amateur radio frequencies are not “owned” by any individual or group, and the guidelines set forth in this section are for the purposes of group organization. The PSRG will establish amateur radio repeaters for the use of all licensed amateur radio operators. All PSRG amateur radio repeaters will be coordinated through the recognized amateur radio coordinating organization, the Southeastern Repeater Association (SERA). The PSRG may, at the discretion of the officers, obtain an FCC license for non-amateur frequencies for both simplex, repeated, and trunked use.

ALIAS	MODE	RX FREQ	RX PL	RX NAC	TX FREQ	TX PL	TX NAC	DEV	SERVICE

Use of Encryption and Digital Voice (3.8)

PSRG members may, at their discretion, utilize various encryption formats as part of their radio transmissions. Encryption, by its nature, is simply another format in which voice can be sent and received over the radio. For the purpose of this section, “encryption” will be defined as any of the following digital voice formats when used with analog or P25 voice: ADP, AES-256, DES, DES-XL, DES-OFB, DVP, DVP-XL, DVI, DVI-XL, and Fascinator. In compliance with FCC rules, PSRG members will only use encryption keys published on the PSRG public website when using encryption on amateur radio frequencies. PSRG members may use encryption without limitations on PSRG-licensed frequencies.

PSRG members will be encouraged to use the APCO Project 25 digital voice format as well as analog FM voice for their transmissions. For the purposes of this section, a digital voice format is defined as the following: P25, VSELP, D-STAR, Provoice, MotoTRBO, IDAS, and NexEdge. Digital Voice formats are not considered encryption.

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Use of Callsigns and Unit Numbers (3.9)

PSRG members will utilize their amateur radio callsigns in accordance with FCC rules on all amateur radio frequencies under the control of the group. The use of a callsign will be at the discretion of the member when operating on PSRG-licensed frequencies. A unit number plan may be adopted at the discretion of the group officers for use on PSRG-licensed frequencies.

Assignment of Radio ID Numbers (3.10)

The PSRG may, at the discretion of the group officers, implement a radio ID number system to coordinate access to group infrastructure and keep track of infrastructure use.

The radio ID numbering system will be coordinated via a central database of radio ID numbers based either on the P25 radio ID number or MDC1200 signaling radio ID number (if available). The radio ID system may be used for over-the-air identification of what radio is transmitting, as well as repeater access and over the air rekey (OTAR).

Modifications of the Group By-Laws (3.11)

Any modification of the group by-laws (this document) will be discussed before the membership at the closest group business meeting to the date of the proposed changes. The changes to the by-laws will be presented to the members present at the meeting, and the majority vote of the members present will determine the course of action.

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Infrastructure

Establishment of Radio Repeaters (4.1)

The PSRG will seek to establish one or more radio repeaters in the Greensboro, North Carolina and surrounding area. The radio repeaters will operate in either analog FM mode, or P25 digital mode. The radio repeaters may be made to operate solely in analog or P25 mode, or in mixed mode at the discretion of the group officers.

The frequency spectrum bands that the repeaters will operate on will be determined by a vote of the majority of the membership of the group. The frequency spectrum loading is to be taken into account when considering what band the group wishes to pursue for the repeater system.

The frequencies that the repeaters will operate on will be coordinated through the recognized amateur radio repeater coordinating association for the area in which the repeater will be installed. For the Greensboro, North Carolina and surrounding areas, this organization is the Southeastern Repeater Association (SERA).

In the event that a non-amateur license is sought by the group from the Federal Communications Commission, the frequencies will be coordinated through a recognized frequency coordinator for the area in which the repeater is to be installed.

Establishment of Standards for Radio Repeaters (4.2)

The PSRG will, at the discretion of the officers (with a majority membership vote), establish technical standards for the radio repeaters and supporting hardware that will be installed and operated as part of the PSRG communications system.

The standards to be established may include but are not limited to manufacturer, age (for used equipment), operating mode, bandwidth, and features.

The PSRG will, at the discretion of the officers, form a special committee of various group members to establish the standards and explore the availability of repeater sites.

Selection of potential infrastructure sites (4.3)

The PSRG will, as soon as reasonably possible after setting standards for radio repeaters and acquiring suitable repeater(s), seek locations for the installation of the repeater(s).

The PSRG will actively attempt to locate one or more repeater sites that will provide the most effective coverage for the area of operations. The site selection will also take into account that the majority of the users of the system may be operating with low-power handheld radios, and the selection of sites must provide optimal performance for low-power radios.

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Authorization for the use of infrastructure (4.4)

The PSRG will, after a majority vote of the members, establish guidelines for the use of the PSRG communications system. These guidelines will specify whether or not the amateur radio repeaters that operate as part of the PSRG communications system will operate as “open” or “closed” repeaters. For the purposes of this section, an “open” repeater will be defined as any repeater that is open for normal amateur radio use, even by non-PSRG members. A “closed” repeater will be defined as any repeater that is reserved for the sole use of PSRG members.

Any frequencies that are licensed to the PSRG by the FCC will be considered “closed”, and are not to be utilized by individual or organization without the consent of the PSRG officers.

Establishment of standardized simplex channels (4.5)

The PSRG will establish a standardized list of simplex (non-repeated) channels (frequency and tone sets) for the purposes of short-range communications between members. The simplex channels that are established within the amateur radio bands will be open for the use of all amateur radio operators. Any frequencies that are licensed to the PSRG by the FCC will be used by PSRG members only. The standardized PSRG simplex channels will be initially be outlined for VHF and UHF only, any may be expanded to other areas of the frequency spectrum at the discretion of the group.

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Discipline

Group Member Discipline (5.1)

The PSRG may, if a situation arises, impose discipline upon any member (to include officers) up to and including termination from the group. Actions that would constitute consideration for discipline would include any illegal or immoral activity. The PSRG officers may impose discipline up to and including termination from the group.

Group Member Conduct (5.2)

All PSRG members will be expected to conduct themselves as they would if they were serving in an official capacity at their respective agency. No PSRG member shall at any time conduct him or herself in a manner which would be reasonably likely to create a poor impression or image of the PSRG.

No PSRG members shall at any time or for any reason represent themselves as being affiliated with a public safety agency that they are not in fact affiliated. No PSRG member shall at any time or for any reason infer affiliation with a public safety agency simply due to PSRG membership.

All PSRG members are expected to comply with the email use policy set forth in section 3.5, and will refrain from transmitting any email message that may be construed as obscene, offensive, or illegal. Violation of this section will result in termination of email privileges at a minimum.

No PSRG members shall share any login information to the PSRG website member's area with anyone that is not a PSRG member. The correct procedure for requesting access to the PSRG website member's area is for the member in question to contact the PSRG website admin, who shall then grant access.

Membership based on Employment (5.3)

As stated in section 1.3, all PSRG members are required to be current or retired members of a public safety agency. If at any time a PSRG member is terminated from employment with their respective public safety agency on the grounds of a violation of law or policy, the said PSRG member will also be terminated from the PSRG. Exceptions to this by-law may be made at the discretion of the group officers after a majority vote IF the said member obtains employment with another public safety agency.