

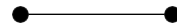
CONSTITUTION AND BY-LAWS

CODE OF ETHICS

of the



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Tennessee Association of Rescue Squads
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TABLE OF CONTENTS

	<u>Page</u>
Constitution	1
By-Laws	4
Article I – Duties of Officers	4
Article II – Organization	8
Article III – Membership	11
Article IV – Finance	17
Article V – Committees	18
Article VI – Elections	21
Article VII – Conventions	21
Article VIII – Standard Emblems	22
Article IX – Government	24
Article X – Amendments	24
Addendum	25
Tennessee Association of Rescue Squads Presidents	31

CONSTITUTION

ARTICLE I

(1) The name of the organization shall be "The Tennessee Association of Rescue Squads, Inc." and shall herein after be called "The Association."

(2) Tennessee Association of Rescue Squads does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients.

Tennessee Association of Rescue Squads is an equal opportunity employer. We will not discriminate and will take affirmative action measures to ensure against discrimination in employment, recruitment, advertisements for employment, compensation, termination, upgrading, promotions, and other conditions of employment against any employee or job applicant on the bases of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.

ARTICLE II

Section 1: The objectives of The Association shall be:

(1) To promote a better understanding between the various Life Saving and Rescue Units, and the Public in the State of Tennessee.

(2) To increase efficiency through education and personal contact; by holding conventions and contests, and through a publication dealing with subjects of interest to all units in the State of Tennessee on Life Saving and First Aid.

(3) To establish Life Saving and First Aid work in the State of Tennessee on a basis comparable with that of other organizations whose work is statewide in character.

(4) To foster a program of accident prevention throughout the State of Tennessee.

(5) To give units in the state exact information pertaining to equipment and manpower which would be available to any unit in the event of a catastrophe or calamity beyond the power of a single unit to satisfactorily handle.

(6) To cooperate with, foster, and conduct research designed to advance the science and art of Rescue and First Aid work, and to encourage the standardization of practice and equipment, when such standardization is found practicable.

(7) To develop and maintain a code of high ethical standards among Rescue and First Aid personnel.

(8) To bring together in a common association all organizations in the State of Tennessee interested in the afore mentioned objectives.

(9) To establish a Rescue College to foster and teach advanced Rescue techniques across the State of Tennessee. The Rescue College will be self-supporting.

ARTICLE III

Section 1: Membership in The Association shall be open to any organization supporting and sustaining the objectives set forth in Article II of this Constitution and conforming to the requirements herein after set forth in the By-Laws.

Section 2: Application for membership in The Association shall be made in writing on the regular application form provided by The Association. Approval of all applications shall be prescribed in the By-Laws.

ARTICLE IV

Section 1: The officers of The Association shall be:

President, Vice-President, Region I Vice-President, Region II Vice-President, Region III Vice-President, Region IV Vice-President, Secretary, Treasurer, Chaplain, Historian, Parliamentarian, and the Past President.

Section 2: The Board of Directors of The Association shall consist of the State Officers and one (1) Director from each member squad/unit elected by that squad/unit.

A Unit Director may also serve as an elected Association Official.

Section 3: All officers shall be elected by ballot at the Annual Convention and shall assume the duties of their respective offices on the first day following the Annual Convention.

Section 4: A Region Secretary shall be elected at the respective Region meeting prior to the Annual State Convention, and shall serve in the subsequent Association year. The office of Region Secretary shall not be considered as a State Officer's position.

Section 5: A Region Chaplain shall be elected at the respective Region meeting prior to the Annual State Convention, and shall serve in the subsequent Association year. The office of Region Chaplain shall not be considered as a State Officer's position.

ARTICLE V

Section 1: The Association shall meet in Convention once each year. This will be known as Annual Convention.

ARTICLE VI

Section 1: Proposed amendments to this Constitution must be submitted in writing, by any member squad/unit through its Director, to the Resolutions Committee prior to the opening of the Annual Convention. A two-thirds vote of the voting membership present and voting in Convention shall be required for the adopting of an amendment to this Constitution.

BY-LAWS

ARTICLE I

DUTIES OF OFFICERS

Section 1: President

(1) The President shall preside at all meetings of The Association and the Board of Directors.

(2) The President shall be directly responsible for the performance of the work entrusted to the other State Officers.

(3) The President shall have the power to require such written reports of Officers and Committees as he deems necessary to accomplish his program.

(4) The President shall report non-active Units, Officers, and Committees to the Board of Directors.

(5) The President shall make a yearly written report to the Board of Directors at the Annual Convention.

(6) The President shall have the power to appoint a Sergeant-At-Arms and Officers deemed necessary for any meeting of The Association.

(7) The President shall have authority to call emergency Board of Directors meetings.

(8) The President shall have the power to suspend any Officer, Chairman, or Committee for a period of thirty (30) days for misconduct or failing to discharge his duties. If the condition is corrected satisfactorily in the discretion of the President, he may reinstate said Officer, Chairman, or Committee, or arrange for them to have a hearing before the Board of Directors.

(9) The President shall serve as Chairman of the Board of Directors, having a vote as President only in case of a tie vote.

(10) The President shall appoint all Committees called for in the By-Laws.

(11) The President shall be an ex-official member of all Committees.

(12) In the absence of the President and Vice-President at any Association meeting, the President shall appoint a State Officer to preside.

Section 2: Vice-President

(1) In the absence of the President, the Vice-President shall assume the President's duties.

(2) The Vice-President shall serve directly under the President as second Officer-in-Command, with the duties outlined in Section 1.

(3) The Vice-President shall be Chairman of the Membership Committee.

Section 3: Region I Vice-President

(1) The Region I Vice-President shall be a member of the Membership Committee.

(2) The Region I Vice-President shall be the presiding officer at the meetings of the Region represented.

(3) The Region I Vice-President shall make a yearly report to the Board of Directors at the Annual Convention.

Section 4: Region II Vice-President

(1) The Region II Vice-President shall be a member of the Membership Committee.

(2) The Region II Vice-President shall be the presiding officer at the meetings of the Region represented.

(3) The Region II Vice-President shall make a yearly report to the Board of Directors at the Annual Convention.

Section 5: Region III Vice-President

(1) The Region III Vice-President shall be a member of the Membership Committee.

(2) The Region III Vice-President shall be the presiding officer at the meetings of the Region represented.

(3) The Region III Vice-President shall make a yearly report to the Board of Directors at the Annual Convention.

Section 6: Region IV Vice-President

(1) The Region IV Vice-President shall be a member of the Membership Committee.

(2) The Region IV Vice-President shall be the presiding officer at the meetings of the Region represented.

(3) The Region IV Vice-President shall make a yearly report to the Board of Directors at the Annual Convention.

Section 7: State Secretary

(1) The State Secretary shall record proceedings and actions of The Association taken at the Convention, Board of Directors, and other special meetings.

(2) The State Secretary shall preserve and coordinate all necessary records pertaining to the operation of the organization of The Association.

(3) The State Secretary shall carry out correspondence as directed by the President and his/her assistants.

(4) The State Secretary shall supervise the activities of the elected Region Secretaries in the performance of their duties.

Section 8: Treasurer

(1) The Treasurer shall be responsible for the funds of The Association.

(2) The Treasurer shall deposit all funds in a bank whose deposits are guaranteed by the Federal Deposit Insurance Corporation.

(3) The Treasurer shall pay all bills by check and are to be signed by the Treasurer only. Bills may be paid electronically. The Treasurer will be bonded.

(4) The Treasurer shall make a written monthly report to the President.

(5) The Treasurer shall report to the President all Units who are delinquent in payment of their dues to The Association.

(6) The Treasurer shall make a yearly written report to the Board of Directors, to be furnished at the request of the President.

Section 9: Chaplain

The Chaplain shall conduct the religious activities of The Association.

Section 10: Historian

The Historian shall act as librarian and keep records of facts pertaining to Officers, Member Units and Squads, relating the accomplishments in a permanent form as directed by The Association.

Section 11: Parliamentarian

The Parliamentarian shall be present at all Association meetings and at the direction of the presiding officer rule on any parliamentary procedure.

Section 12: Past President

The Past President shall be a member of the Board of Directors.

Section 13: Region Secretary

(1) The Region Secretary shall record proceedings and actions of Region meetings of the Region they represent.

(2) The Region Secretary shall preserve and forward all records and minutes to the State Secretary for proper disposition.

(3) The Region Secretary shall carry out correspondence as directed by the State Secretary and superiors.

Section 14: Region Chaplain

The Region Chaplain shall conduct the religious activities of their respective region.

Section 15: Region Historian

- (1) The Region historian shall act as librarian and keep the record pertaining to their region including a region Scrapbook that will be judged at convention.
- (2) The Region Historian shall preserve and forward all records and pictures to the State Historian for proper disposition.
- (3) The Region Historian shall carry out duties as directed by the State Historian for proper disposition.
- (4) The Region Historian would be elected at the June Region Meetings like the Region Secretary and Chaplain.

ARTICLE II

ORGANIZATION

Section 1: The Board of Directors

(1) The Secretary of each squad/unit shall notify the Secretary of The Association in writing thirty (30) days before each Convention, giving the name and address of the elected Director to represent that squad/unit for the coming year. The written notice should also state that he/she is authorized to vote the proxy of that squad/unit in all matters of business coming before the Board of Directors or the Annual Convention for action.

(2) Unit Directors must be a member of The Association, in good standing and shall hold office for a period of one (1) year.

(3) Directors shall be eligible for re-election.

(4) The Board of Directors shall be empowered to appoint a legal advisor. *As authorized by the Article II, the Board of Directors shall appoint a legal advisor (TARS attorney) to review any proposed legislation pertaining to The Association before being sent to the State Legislature for consideration and vote. The legal advisor shall make a written report to the Judicial Committee for review. After review of any proposed legislation, the Judicial Committee shall inform the Board of Directors in writing regarding the impacts, ramifications, or potential benefits to TARS of the proposed legislation. The Board of Directors shall review and discuss and approve any proposed legislation prior to being sent to the Legislature of the State of Tennessee."*

Section 3: Regional Organization

(5) The Board of Directors shall have charge of the interest and all affairs of The Association. They shall have the power, authority, rights, and privilege to do any and all acts which the members of The Association might do, pertaining to the affairs of The Association. The Executive Committee shall be the twelve officers of TARS.

Their duties shall be to set up a State Office Headquarters and operate said office under guidelines and policies set up by the State, to name or

designate an Executive Director of TARS, to employ a Secretary/Receptionist for the office and to perform any other duties as may be stipulated by the Board of Directors or the Legislature of the State of Tennessee.

(6) Special board meetings may be held when called by the President or upon written demand of three (3) members of the Board of Directors, at such time, date, and place as designated by the President or said three members calling the meeting.

(7) At every such meeting each Director shall be entitled to cast one (1) vote on each matter of business, which vote may be cast by the Unit Director in person or by proxy issued to another member from same squad/unit and present at that meeting. If voting by ballot, only the Author of that ballot, whether by Unit Director/proxy or individual may place that ballot in the ballot box. All proxies must be in writing on Squad/Unit letterhead and signed by the Captain or listed Unit Director and must be filed with the Secretary of The Association and be entered into the minutes of the meeting.

(8) Thirty-five percent (35%) of the members of the Board of Directors, present and voting, shall constitute a quorum at all meetings of the Board.

(9) No person shall serve on the Board of Directors of The Association unless they are an active member in good standing of The Association.

Section 2: The name of the Tennessee Association of Rescue Squads shall not be used by any member for personal gain, nor in any other manner, except as specifically approved by the Board of Directors.

(1) The state shall be divided into four (4) regions with a Vice-President, elected at the Annual Convention, from each of the (4) regions, serving as The Association representative and liaison officer for their respective region.

(2) Region I shall consist of the following counties: Hancock, Grainger, Hamblen, Jefferson, Cocke, Hawkins, Greene, Sullivan, Washington, Unicoi, Carter and Johnson counties; and any other squad/unit located in the State of Virginia.

(3) Region II shall consist of the following counties: Pickett, Fentress, Scott, Cumberland, Bledsoe, Rhea, Meigs, Hamilton, Bradley, Polk, McMinn, Monroe, Blount, Loudon, Knox, Morgan, Anderson, Campbell, Claiborne, Union and Sevier counties; and any other squad/unit in the State of Kentucky located east of (and including) Clinton County.

(4) Region III shall consist of the following counties: Montgomery, Dickson, Hickman, Lewis, Lawrence, Robertson, Cheatham, Williamson, Maury, Giles, Davidson, Marshall, Lincoln, Sumner, Wilson, Rutherford, Bedford, Moore, Macon, Trousdale, Smith, Cannon, Coffee, Franklin, Clay, Jackson, Dekalb, Warren, Grundy, Marion, Overton, Putnam, White, Van Buren and Sequatchie counties; and any other squad/unit in the State of Kentucky located east of (and including) Trigg County.

(5) Region IV shall consist of the following counties: Lake, Obion, Weakley, Henry, Stewart, Houston, Dyer, Gibson, Carroll, Benton, Humphreys, Perry, Decatur, Chester, Shelby, Fayette, Hardeman, McNairy, Crockett, Hardin, Haywood, Henderson, Lauderdale, Madison, Tipton and Wayne counties; and any squad/unit in the State of Kentucky located west of Trigg County.

Section 4: Meetings

(1) There shall be two (2) regional meetings, one in February, one in June, and the Annual Conference. Two (2) of these meetings are to be held in each of the four (4) regions of all active member squads/units for that region, which shall be arranged and presided over by the elected Vice-President of that region. The Annual Conference is held in October, with the Unit Directors voting on the city of choice.

(2) The Directors of The Association will hold three (3) meetings per year at the time and place designated by the President. The Association Treasurer will pay expenses for the Directors' meals. Each individual crew will pay for its Captain's meal.

(3) The Association will pay the Friday night's lodging (single room rate) expense prior to the Annual Conference for each crew's Unit Director.

ARTICLE III

MEMBERSHIP

Section 1: Application for membership to The Association shall be received by and under the supervision of the Membership Committee.

Section 2: Active Unit Membership

The Active Unit Membership shall consist of those squads/units located in the State of Tennessee, or in an adjoining state whose county borders Tennessee, actively engaged in Rescue, Life Saving, and First Aid work, meeting the requirements for admission to The Association.

Section 3: The requirements for admission as active unit members shall be as follows:

(1) Any organization applying for membership to TARS shall have and maintain a valid State Charter of Incorporation.

(2) Shall be equipped and actively engaged in providing at least two (2) of the following service areas, or be exclusively specializing in one (1) of the following areas:

(a) Water Search/Rescue and Recovery

(b) Land Search/Rescue

(c) Crash/Vehicle Extrication

(d) Technical rescue (i.e. high angle, trench, confined space, hazmat, or other specialized field)

(3) Shall consist of fifteen (15) member's minimum, with all individual members being listed upon their TARS role except whereas:

(a) Units consisting of less than 15 members, organized and operating in a county not served by a TARS member squad/unit shall be considered on a case-by-case basis.

(b) Specialized teams or crews consisting of less than 15 members, but located in a county or area served by a TARS squad/unit, may upon execution of a Memorandum of Understanding (M.O.U.) with an existing TARS unit, become individual TARS members by adding their members as an addendum to be the existing squad's/unit's membership roster. While it is understood that each member organization (both host and extended unit) may have its own internal procedures, command structure, and policies; the level of interaction and commitments is limited only by the terms agreed in the M.O.U. at the local level. (An example of M.O.U. is available from TARS upon request.) While the extended crew's individual member shall have full TARS membership rights and privileges, their communication and representation to the Board of Directors shall be maintained through the Host's Unit Director. Only individual dues shall apply to these extended memberships.

(4) Units applying for membership shall submit acceptable evidence of adequate organization, trained membership, and proper provisions for meetings and acceptance of calls.

(5) The Unit shall accept all regulations of The Association in force at that time by vote of its "active members."

(6) Each unit may, upon acceptance, prominently display the official TARS trademark logo (7" or larger) upon vehicles which are titled, owned, or operated by the squad / unit. Said logo may be an approved facsimile which substitutes the member squad / unit's name in place of The Association.

(7) Application for TARS membership must be received by the TARS State Office thirty (30) days prior to any Board of Directors meeting, if in a county that does not have a TARS member, ninety (90) days prior to any Board of Directors meeting when an application is received from a squad/unit in a county where there already exists a member squad(s)/unit(s). Notification of an application in a county shall be made by verifiable means to the squad(s)/unit(s) Captain and Unit Director in that county. Said notification shall be sent seventy-five (75) days prior to Board of Directors meeting to concerned squad(s)/unit(s).

If a squad/unit in that county does not recommend this application, the squad /unit Captain or Unit Director shall forward its response and reasoning to the TARS State Office at least forty-five (45) days prior to the Board of Directors meeting. The State Office upon receiving this recommendation, will immediately notify the Membership Committee for their investigation. Recommendations received after 45 days will not be considered or investigated by the Membership Committee.

(8) A check for dues must be made within 30 days of notification by the TARS State Office. Failure to pay the dues within this time frame will nullify the application and applicant may re-apply after 6 months from date of Board of Directors meeting in which the application was voted on.

(9) At least two statements or letters of endorsements from local government officials and/or agency representatives (i.e. County Executive, Mayor, EMS or EMA Director, Sheriff, etc.) are required attachments as evidence of community support and cooperation.

(10) A copy of each of the following items shall also accompany the application for squad/unit membership: copy of Charter of Incorporation (or letter from government official if operating under their charter), Equipment List, Roll of Membership (give name, address, e-mail and phone number for each member), Constitution and By-Laws, and name of one member for the Board of Directors.

(11) Applications for new member squad(s)/unit(s) must meet the eligibility requirements under the Membership Committee and then be submitted and approved by the majority of the Board of Directors present and voting.

(12) Dues submitted by squad(s)/unit(s) accepted at the Annual Convention Directors meeting shall be applied to the following year.

13) A Squad / Unit has 30 days to notify the State Office on a Squad letterhead of any change in Chief, Captain, or Unit Director. The letterhead must be signed by the Captain, Chief or Unit Director. This can be done by mail or electronically.

Section 4: Associate Membership

- (1) The Associate membership shall consist of squad(s)/unit(s) which are primarily engaged in emergency services outside of the fields identified in Section 3, Item (2), but provide one of these fields as a secondary service within their operating area, and/or otherwise support TARS objectives and goals.

(2) This category shall be open to volunteer, paid, private or public corporations, industrial, municipal, or other government entities, whether located within or outside of the State of Tennessee.

(3) Applications for Associate Membership shall be completed and returned to the State Office. The Application is then sent to the Membership Committee for approval and to the Associations Board of Directors for Final Approval. Payment for Dues for the Associate Member shall be made within 30 days following notification from the State Office stating that they have been accepted as an Associate Member of the Association.

(4) Benefits and membership rights for Associate Member units is specifically limited to the following items:

- (a) Shall receive an annual certificate with payment of dues.
- (b) Shall receive training mailings from TARS State Office.
- (c) Shall be eligible to receive all discounts for TARS Rescue College Classes.
- (d) *They shall be entitled to participate in the Association Activities. They are not eligible to hold elective office, serve on the Board of Directors, or have voting privileges.*

Section 5: Out of State Membership

(1) *The Out of State Membership shall consist of members of any public safety service or group not meeting the criteria in Article III, Section 2 "Active Membership" and are interested in and supporting the goals and objectives of the Association.*

(2) *Shall be equipped and actively engaged in providing at least two (2) of the following service areas, or be exclusively specializing in one (1) of the following areas:*

- (a) *Water Search/Rescue and Recovery*
- (b) *Land Search/Rescue*
- (c) *Crash/Vehicle Extrication*
- (d) *Technical rescue (i.e. high angle, trench, confined space, hazmat, or other specialized field)*
- (e) *Structural / Wildland Firefighting*

(3) Applications for Out of State Membership shall be completed with a check attached for dues, and are subject to Membership Committee and Board of Directors approval.

(4) Benefits and rights for Out of State Member Units is specifically limited to the following items.

- (a) Shall receive an annual certificate with payment of dues*
- (b) Shall receive training notifications from TARS State Office*
- (c) They shall be entitled to participate in the Association activities. They are not eligible to hold elective office, serve on the Board of Directors or have voting privileges*
- (d) Shall be eligible to receive all discounts for TARS Rescue College Classes held in Tennessee at the appropriate Associate Membership fee scheduled as set by the State Training Committee. If an Out of State Member wants to hold a Rescue College Class in their state, they are to contact the TARS State Office for pricing and requirements.*

Section 6: Sustaining Membership

(1) The Sustaining Membership category shall consist of companies, manufacturers, vendors, or others concerned who support the goals and objectives of TARS.

(2) The membership fee is due and payable annually by check, or by services rendered to TARS of equal or greater value.

(3) There shall be no formal application procedures required.

(4) Benefits and rights to sustaining members shall be limited to:

(a) An annual certificate shall be issued to the party.

(b) A TARS Squad Roster shall be issued to the party.

(c) Those parties accepted shall have extended a fifty (50) dollar credit for their firm, applicable to the exhibitor fee at the TARS Annual Convention. Said credit must be exercised within that membership year.

(d) No other rights or privileges are inferred, implied, or extended in regards to the relationship between TARS and these parties.

Section 7: Regulations concerning dismissal of squad(s)/unit(s) and individuals from membership in The Association shall be as follows:

(1) Any squad/unit shall be dismissed from The Association by action of the Board of Directors when it has become known that the squad/unit has ceased to function or has reached a condition rendering it unfit to give service as set forth in the By-Laws.

(2) Any squad/unit or individual shall be dismissed from The Association if judged by the Board of Directors to be guilty of behavior unsuitable to such an organization.

(3) All members of The Association shall abstain from the use of alcoholic beverages or drugs not prescribed by a physician while representing The Association, or while attending any meeting or gathering of The Association.

(4) Squads/Units or individuals failing to comply with the Constitution and By-Laws of The Association shall automatically suspend themselves from active membership and representation at all Board meetings.

(5) Any squad/unit member charged with any violation of the Constitution and By-Laws shall have the right to a hearing before the Board of Directors if they so desire.

Section 8: Lifetime Membership

(1) The lifetime membership shall consist of those individuals who cooperate in, foster, and conduct research designed to advance the science and art of Rescue and First Aid work. The awards committee, consisting of the four Region Vice-Presidents, will select two candidates for the Lifetime Membership Award. By the majority vote of the Board of Directors, the ones selected by the committee will become a lifetime member of The Tennessee Association of Rescue Squads, with all privileges and honors.

(2) All past presidents will become lifetime members of The Tennessee Association of Rescue Squads after having completed one or more terms as President. All active past presidents holding lifetime membership will be eligible to hold any Tennessee Association of Rescue Squads office.

(3) Lifetime members of the Tennessee Association of Rescue Squads shall be exempt from paying yearly dues to The Association.

Section 9: Individual Membership

- 1) Individual membership shall be open to:
 - a)
 - b) Any individual who is at least 18 years of age and demonstrates a sincere interest in the objectives and activities of the Tennessee Association of Rescue Squads may apply for individual membership.
 - c) Current rescue, EMS or fire professionals,
 - d) Individual membership is not to be confused with Unit or Associate membership.
- 2) Individuals must submit a completed membership application form to the Association State office.
 - a) The application must include the following:
 - i) Personal information (name, contact details, etc.),
 - ii) A statement outlining the individual's interest in supporting TARS, and
 - iii) A roster showing active status in an organization that meets ARTICLE II section (6) of the Constitution of the Tennessee Association of Rescue Squads.
- 3) The Membership Committee shall review each application for completeness and eligibility. Approval of membership shall require a simple majority vote of the Membership Committee.
- 4) Individual members shall pay annual dues of \$50.
- 5) Dues must be paid upon acceptance into the Association and subsequently renewed each year. Dues will be due January 1 of each year and considered late beginning January 31.
- 6) Failure to pay dues by January 31 of each year will result in suspension of association membership privileges until payment is made. Should an individual fail to reinstate their membership before January 31, and choose to remain active as a TARS Member, a fee of \$15 to be charged to the individual to reinstate their status back to "Active" before March 31 of that same year. Failure to comply by March 31 of the same year the member must complete the application process and be approved by the membership committee before obtaining "ACTIVE" membership status.
- 1) Individual members shall have the right to:
 1. Attend all general meetings and events of the Association,
 2. Participate in training programs, workshops, and seminars organized by the Association at the Associate Membership Fee Schedule,
 3. Receive newsletters, publications, or official communications of the Association,
 4. Support fundraising and outreach activities of the Association.
- 7) Individual members **SHALL NOT** have the right to:
 - a. Vote on Association matters,
 - b. Hold an elected office or serve on the Board of Directors.
- 8) Individual members are expected to uphold the values, mission, and objectives of the Association at all times.
- 9) Conduct unbecoming of a member, including behavior that reflects negatively on the Association, may result in disciplinary action.
- 10) Disciplinary action shall follow the procedures outlined in the Association's policies, up to and including suspension or revocation of membership.
- 11) Membership may be terminated under the following circumstances:
 - a. Resignation by the member,
 - b. Non-payment of dues (after electronic, written or verbal notification has been received), or
 - c. Disciplinary action resulting in revocation of membership.
- 12) A terminated member may reapply for membership subject to the approval of the Membership Committee and payment of any outstanding dues or fees.

ARTICLE IV

FINANCE

Section 1: Active Membership Dues

(1) Individual dues shall be \$30 per year, payable in advance. All individual member's dues must be submitted for the individual to be eligible for all TARS benefits to be effective.

(2) Unit dues shall be \$100.00 per year, payable in advance.

(3) Membership and Unit dues will be evaluated at the March/July State Officer's meeting each year. If needed, minor yearly adjustments to Unit and Membership dues will keep us up to date.

Section 2: Associate Membership

Organization dues shall be \$195.00 per year, payable in advance.

Section 3: Out of State Membership

Organizational Dues Shall be \$230 per year, payable in advance

Section 4: Sustaining Membership

Organization dues shall be \$100 per year, payable in advance.

Section 5: The Board of Directors may waiver payment of all dues and assessments for any one year, if the unit presents their case to the Membership Committee by March 1st, which will be presented to the Board of Directors.

Section 6: Any expenditure of Association funds exceeding \$1500.00 shall have prior approval of the Board of Directors.

Section 7: Membership dues shall be due and payable on January 1st of the current year.

Section 8: Any unit or individual member who fails to pay their annual Dues by March 1st shall:

(a) Be placed on inactive status until the July Board of Directors meeting

(b) Pay the TARS Non-Unit Member price for all TARS sanctioned training.

(c) Forfeit all Association voting privileges

After the July Board of Directors meeting, any unit or individual will be dropped as a member of The Association, and reinstatement as a member shall be handled as a new member, according to Article III Membership.

Section 9: The Association Treasurer shall mail statements of delinquent dues to all member squads/units of The Association who have not paid by February 15th of the current year.

ARTICLE V

COMMITTEES

Section 1: Committees and their duties shall be as follows:

(1) The Membership Committee shall consist of the Vice-President as Chairman, and the Region I, Region II, Region III, and Region IV Vice-Presidents, and the State Secretary. They shall endeavor to strengthen the membership of

The Association, conduct such investigations as is necessary to provide needed information to the Board of Directors concerning active or prospective member units, and make recommendations to the Board of Directors for disposal of matters regarding membership.

(2) The Public Relations and Publicity Committee shall consist of the Region Secretaries elected by each Region.

(3) The Ways and Means Committee shall cooperate with the Board of Directors and perform such duties as may be delegated to the committee by that body.

(4) The Educational Committee will disseminate information of an educational nature pertaining to Safety, Life Saving, and First Aid to all members of The Association.

(5) The Resolutions Committee shall consist of members appointed by the President, to receive all resolutions, presented by units through their directors, and after due consideration, shall report on such resolutions at the Board Meeting.

(6) The Nominating Committee shall consist of members appointed by the President, and they shall present, at the Convention, nominations for all elective offices of The Association when called for by the President.

(7) The John Stiles Award Committee shall consist of members appointed by the President, to determine the member of The Association who has made the greatest contribution to his community through his conspicuous and outstanding service.

(8) The Judicial Committee shall consist of members appointed by the President, whose duties shall be to familiarize the membership of any Legislative action pertaining to The Association, and acquire and furnish legal information when requested.

(9) The Medical Liaison Committee shall consist of members appointed by the President, who shall act as a liaison between The Association and Local, State, and National Medical Societies.

(10) The Hugh "Skip" Trotter Award Committee shall consist of members appointed by the President, to determine the member of The Association who has "risked their life beyond the call of duty to save the life of another human being."

(11) The Election and Balloting Committee shall consist of members appointed by the President, who shall act as a body to conduct The Association's election of officers at the Annual Convention. The committee shall have the responsibility of issuing, collecting, and counting all ballots for officers in The Association. The ballot shall consist of all names of officers of The Association with a space left under each officer for the delegate at Annual Convention to write in their voting choice.

(12) The Julian S. Wise Founders Award shall be determined by the State Secretary, according to the TARS membership records, who has enrolled in TARS the most new members in their unit, within a year's time, from September 1st to September 1st.

(13) The Training Committee shall consist of the State Vice-President as Chairman, and the four Region Vice-Presidents. The State Training Coordinator, appointed by the State Officers, will report to the Training Committee and will report any aspects of training to the Officers and the Unit Directors.

(1) Duties of the State Training Coordinator:

- (a) The State Training Coordinator shall report to the State Vice-President and the Training Committee.
- (b) Attend State Officer's meetings as a non-voting member.
- (c) Oversee Coordinators and Instructors.
- (d) Collect and report new techniques and technologies that will effect safety.
- (e) Develop training programs for all levels of training.
- (f) Assist where needed on all training, at the expense of the requestor.
- (g) Appoint Instructors for the Rescue College.
- (h) Schedule and coordinate all Rescue College classes.
- (i) Submit expenses for room, meals, and gas to the State Treasurer.

(14) The Memorial Service Committee shall consist of the State Chaplain as Chairman, and the Region I, Region II, Region III, and Region IV Chaplains and members appointed by the State President. They shall endeavor to make sure that the Memorial Service is a Priority for the Association.

(15) The EMS Committee shall consist of the State Training Coordinator as the chairman and members appointed by the President, The EMS committee is responsible for the maintenance of the Association's EMS Protocol along with Association Medical Director. This committee Chairman will provide the necessary communication to the membership pertaining to EMS Protocols including but limited to proposed Protocol Amendment.

ARTICLE VI
ELECTIONS

Section 1: Nominating Committee

A. Responsibilities: The Nominating Committee shall review all candidates applying for elected positions within the Association.

B. Eligibility Verification: The Nominating Committee shall: confirm that each candidate is a current member of the Association and has met all eligibility requirements for the position sought, including the submission of any required documentation.

C. Presentation of Candidates: The Nominating Committee shall present the names of all qualified candidates at the Business Meeting during the annual Convention, prior to the election.

D. Neutrality: The Nominating Committee shall not make any recommendations or endorsements regarding any candidate beyond verifying that the candidate has met the necessary qualifications.

E. Nominations from the Floor: The presiding Chair at the Business Meeting shall call for additional nominations from the floor in addition to those submitted by the Nominating Committee.

Section 2: Voting in a regular Convention shall be by secret ballot. Each Director (Region Membership) will be given a different color ballot at the Annual Convention. Each Region will vote for their Region Vice-President ONLY, and no other Region Vice-President. Each elected Region Vice-President will serve as a State Officer as in the past.

Section 3: Any office made vacant during the term shall be filled at the direction of the Board of Directors.

Section 4: The active members present at the regular Annual Convention shall constitute a quorum.

Section 5: The President and Vice-President shall not hold their office for more than four (4) consecutive terms as long as they are re-elected every year, up to

Section 3: The Annual Convention site shall be selected by the Convention Committee a minimum of two (2) years in advance, and approved by the Board of Directors at their next meeting. All squad/units will be notified of the date, location, and place the convention is to be held.

Section 4: The Convention Committee shall be authorized to enter into contract negotiations with alcohol vendors for advertising rights at TARS authorized banquets and associated events for the purpose of generating advertising revenues for convention. Alcohol shall not be consumed during official business meetings, TARS training classes, or competitions. Alcohol shall not be permitted on the training or competition grounds under any circumstances. All TARS members shall maintain good order and discipline while consuming alcohol during authorized events." Furthermore, TARS members shall not wear any uniforms or clothing with official logos or emblems representing The Association or official logos or emblems representing any TARS affiliated Member squad(s) / unit(s) while consuming alcohol."

ARTICLE VIII

STANDARD EMBLEMS

Section 1: Emblems

four years; however, said officers who are not re-elected to their former post are eligible to hold any other office.

Section 6: Each unit shall have five (5) votes in Annual Convention to be cast by their Director or another proxy so delegated by the unit.

Section 7: Each active member shall have one (1) vote at the Annual Convention and must be cast in person.

ARTICLE VII

CONVENTIONS

Section 1: A Convention shall be held annually to promote The Association.

Section 2: Each Convention shall be conducted by those association officers who have held office for the preceding year and up to convention time.

(1) One Association emblem shall consist of a green cross, superimposed white wing, surrounded by two concentric red circles, all on a white background, the out circle having a radius of 4," or 1½" when used as a uniform emblem. Other radii may be used when printed on equipment of unit members, provided the dimensions of the Cross and Wing are kept proportional.

(2) The Association shall supply, on request of any unit member, a sketch of the standard emblem.

(3) Any unit member shall have the privilege and right to use the emblem described above or to use the Unit Emblem by substituting the name of the unit in place of the name of The Association. The 8" emblem being normally used as a back patch, and the 3" emblem as a shoulder patch or auto window sticker.

Section 2:

(1) A second emblem shall consist of an outline of the proportional dimensions of the State of Tennessee, having an overall dimension of 3 ½" X 1 ⅞", with the letters "TARS" 7/16" in height centered within the outline of the border, and the lettering to be green on a white background.

(2) This emblem shall be manufactured under the direction of The Association and supplied to active members at a nominal cost to be fixed by the Board of Directors.

(3) Any active member shall have the privilege of wearing this emblem on his/her uniform in accordance with recommendations made by the Board of Directors.

(4) The emblem of The Association (the TARS patch) shall be worn on the left side over the heart, ¼" above the pocket opening. To promote uniformity, it is further recommended that the American Red Cross Instructor's badge or the advanced Red Cross badge be worn on the right side ¼" above that pocket opening, or in this general location. The emblem of the respective member squad/unit should be worn on the left sleeve 2" below the shoulderseam, and

the emblem of the International Association, or other emblems, on the right sleeve ½" below the American Flag. Other emblems or awards should be worn on the right sleeve above the cuff or near the wrist.

(5) The American Flag was adopted as an insignia and is to be worn as part of the uniform of The Tennessee Association of Rescue Squads. This flag is to be located on the right shoulder 2" BELOW THE SEAM. The flag is to be properly oriented with the stars closest to the heart.

Section 3: Vehicle Rescue Patches

(1) There shall be two (2) authorized patches to be worn by persons satisfactorily completing the TARS Vehicle Rescue Classes. The basic patch will be worn by persons satisfactorily completing the class at squad level, and a patch to be worn by persons satisfactorily completing the Rescue College.

(2) The Basic Patch will consist of the 2 ¾ " X 2" TARS/EMS VEHICLE RESCUE patch with a rocker stating "TECHNICIAN" under it. It is suggested this patch be worn on the right shirt pocket, but can be worn on either shirt sleeve.

(3) The Rescue college patch, a 3 ½ " X 2 ¾ " shield with the words "TENNESSEE EXTRICATION TECHNICIAN" embossed on it shall be worn by graduates of the Rescue College. This patch should be worn on the right shirt pocket, but can be worn on either shirt sleeve.

ARTICLE IX

GOVERNMENT

Section 1: Parliamentary procedure of The Association shall be "Robert's Rules of Order," revised edition, unless otherwise provided.

ARTICLE X

AMENDMENTS

Section 1: Any member unit may propose an amendment to the By-Laws to the Board of Directors. The proposed amendment must be presented in resolution form to the Resolutions Committee. The Resolutions Committee will deliver a copy of the proposed resolution to all Unit Directors thirty (30) days prior to the next official Unit Director's meeting. Any amendment must be approved by a two-thirds majority vote of the Board of Directors present and voting, to become effective.

Section 2: Amendments shall become effective immediately upon approval by the Board of Directors and notification of each unit in The Association.

Section 3: Proposed amendments to the By-Laws may be voted upon and put into effect immediately if declared by two-thirds majority of the Board of Directors present and voting, to be an emergency.

ADDENDUM

CODE OF ETHICS

of the

**TENNESSEE ASSOCIATION OF RESCUE SQUADS,
INC.**

Section 1: Emergencies within a county served by an organized Rescue Squad/Unit

The squad/unit serving that county shall be the FIRST and ONLY squad/unit called by any non-squad/unit or person, and the ONLY squad/unit responding to the emergency UNLESS the Governor of the State of Tennessee declares a State of Emergency or Disaster. In that event, this Section shall not apply, and The Association and all of its members shall follow the guidelines of the statewide mutual aid plan as outlined and described in T.C.A. Section 58-8-10 and related sections. If the Governor of the State of Tennessee has not made a declaration, then this Section shall apply, subject to the following modifications.

(1) Where one or more squad/unit headquarters in and serves a particular county, the squad/unit first receiving the call shall be considered as having jurisdiction of the scene of emergency until the call is successfully completed, or until that squad/unit relinquishes its prior jurisdiction due to conditions that may arise.

(2) In case of drowning, or other cases that may reasonably be expected to take an extended length of time, or a large number of personnel to complete, and where the victim of the emergency is a

resident of another county that has an organized associational squad/unit, and the squad/unit serving the “emergency scene” county receives the initial call, that squad/unit shall immediately call the squad/unit serving the victim’s home county and invite them to join the search. If the squad/unit serving the victim’s home county receives the initial call, they shall immediately call The Association squad/unit serving the “emergency scene” county, inform them of the circumstances, and ask that squad/unit to report to the scene and begin operations. The Association squad/unit serving the “emergency scene” county shall automatically expect the victim’s home county squad to answer the call, but when joint operations are to be carried on, the squad/unit serving the “emergency scene” county shall be expected to have jurisdiction over the overall operation.

(3) Where more than one organized squad/unit headquarters in and serves a single county, and the squad/unit initially called does not complete the call within twelve (12) hours, it is then recommended that the “first called” squad/unit call in any other squad/unit serving the county, but that the first-called squad/unit retain jurisdiction of the overall operation as long as that squad/unit continues active work on the call.

Section 2: Emergencies within a county that has no organized Squad/Unit

If the Governor of the State of Tennessee declares a State of Emergency or Disaster, then in that event this Section shall not apply and The Association and all of its members shall follow the guidelines of the statewide mutual aid plan as outlined and described in T.C.A. Section 58-8-10 and related sections. If the Governor of the State of Tennessee has not made a declaration, then this Section shall apply subject to the following modifications.

(1) If any victim of an emergency is a native of a county that has an organized squad/unit. Then that squad/unit shall be the first called and shall have jurisdiction over the scene so long as the squad/unit continues active work on the call.

(2) If any victim of an emergency is not a native of a county that has an organized squad/unit then the first squad / unit called and shall have jurisdiction over the scene so long as the squad/unit continues active work on the call, and may work the emergency alone or call in additional squads/units as they deem advisable.

Section 3: Association Action

(1) In the event of Association action in the area of Tennessee, the ranking State Officer shall be in complete charge of a Regional call-out in the event of the absence of officers of the squad/unit of the area involved.

(2) In the event of an out-of-state Association action, the President of The Association, or a person delegated by him, shall have charge of the operation.

Section 4: Joint Water-Recovery Procedures

(1) The boat recovering the body shall secure the body and allow it to remain submerged until:

(a) Other squad/unit boats searching in the area have converged on the scene.

(b) A stretcher and blanket are on the scene.

(c) A closed triangle, composed of three boats surrounds the body (one

boat) being the recovery boat, and one of the other two boats being a boat operated by the Host Squad/Unit.

(2) The body shall be loaded into the Host Squad's/Unit's boat and all except three boats, the Host Squad/Unit boat containing the body and two boats of the recovery squad/unit proceed to the shore, where the boats are docked and the landing area cleared.

(3) All squad/unit personnel on the shore shall form a double line from the water's edge to the ambulance (or an area to await the arrival of the ambulance) and await the arrival of the body, escorted by the two (2) remaining boats in the water.

(4) When the boat carrying the body is docked, the stretcher may be passed from hand to hand up the double line without a single man having to move his feet position, eliminating the possibility of slipping or stumbling on the part of the stretcher bearer.

(5) This section is based on the assumption that since it is an Associational effort there is no chance of survival of the victim and no first aid procedures are advisable.

(6) No member shall enter a boat or other water flotation device without a Coast Guard-approved life jacket on his person.

(7) No member shall stand up in a boat while in the process of dragging.

(8) No member shall allow a non-member to enter a unit member's boat unless that person is wearing a Coast Guard-approved life jacket.

Section 5: It is recommended that all State Officers of The Tennessee Association of Rescue Squads/Units wear a different color hat, jacket, or some other mark of identification to distinguish them from the regular members of the operation so that during a State or Regional operation, everyone will know who has the authority and responsibility for said operation.

Section 6: It is recommended that on all calls, Regional or State, that a person or persons be designated as Safety Officer. They are to work at water's edge or place of entry. This is to verify that all the personnel are properly protected if they are within 10' of the water's edge. This is for personal safety and to keep unauthorized persons away from the operation area.

Section 7: Miscellaneous

(1) Should any squad/unit receive a request in an emergency from any person, where it is known that another squad/unit rightfully has jurisdiction, then that squad/unit shall immediately call the "jurisdiction" squad/unit and acquaint them with the circumstances so that they may respond to the emergency and make the final decision as to whether additional help is needed.

(2) Any organized squad/unit that invites another squad(s)/unit(s) into an "emergency scene" over which they have jurisdiction, shall be the "Host Squad"/"Host Unit", exercising overall control of the operation and providing all physical comforts practical, including food to the assisting squads.

(3) No "Host Squad" / "Host Unit" shall direct and no assisting squad/unit shall be expected to obey directions that will, in their respective opinions, jeopardize the life of any squad/unit member.

(4) It is recommended that when several squads/units join in water body recovery efforts, that each squad/unit endeavor to furnish a minimum of six (6) men per boat launched, in order that all boats can continue searching and always have relief crews available without calling upon members of other squad/units for relief, thereby upsetting their rotation schedule.

(5) No squad/unit shall volunteer its services to another squad/unit, nor shall a squad/unit volunteer its services to the Sherriff of a county in which another squad/unit is operating (it being understood that any unit member of The Association is always ready to respond to the needs of any other squad/unit upon direct request.

(6) It is recommended that when any squad/unit requests assistance from another squad/unit in any emergency, that a text, e-mail, cell phone, or public telephone may be used for the initial contact. A personal conversation is recommended for needed details of the mission, including manpower and equipment needed, and to confirm that the source of the call is legitimate.

Revised July 2019

Previous revisions: 1960, 1963, 1968, 1972, 1978, 1987, 1994, 2001, 2013, 2016, 2019

TENNESSEE ASSOCIATION OF RESCUE SQUADS PRESIDENTS

RECORDED JUNE 2, 1994 – STATE OFFICE TARS

(REVISED January 2022)

<u>DATE</u>	<u>PRESIDENT</u>	<u>SQUAD</u>
1955	C.M. Kenner	Kingsport
1956	J.W. Abbott	Johnson City
1957 & 1958	Earl Schramlin	Carter County
1959 & 1960	Paul O. Metcalfe	Greeneville
1961	Larry C. Thompson	Morristown
1962 & 1963	Hugh Skip Trotter	Sevier County
1964	John H. Bird	Greeneville
1965	Hugh Skip Trotter	Sevier County
1966 & 1967	Glen E. Ford	Newport
1968 & 1969	Hugh Skip Trotter	Sevier County
1970 & 1971	J.D. Hatmaker	Anderson County
1972 & 1973	Hugh Skip Trotter	Sevier County
1974	James Briggs	Newport
1975	Joe Wood	Williamson County
1976 & 1977	Jack French	Decatur County
1978 & 1979	E.C. McNeal	Warren County
1980	Walter Salyer	Kingsport
1981 & 1982	Charles Armstrong	Rutherford
1983 & 1984	Norman Acres	Scott County

TENNESSEE ASSOCIATION OF RESCUE SQUADS PRESIDENTS

RECORDED JUNE 2, 1994 – STATE OFFICE TARS

(REVISED January 2022)

<u>DATE</u>	<u>PRESIDENT</u>	<u>SQUAD</u>
1985	Charles Armstrong	Rutherford
1986 & 1987	Jim Kyker	Sevier County
1988 & * 3/89	Larry Hutchison	Union County
*3/89	Jim Kyker	Sevier County
1990	Bill Mingle	Laverne
1991 & 1992	Ronnie Redwine	Church Hill
1992	Melvin Holland	Decatur County
1994 & 1995	Joe Arnold	Kingsport
1996 & 1997	Vernon Debord	Morristown
1998 & 1999	Johnny Tummins	UAW Rescue
2000 & 2001	Ron Smith	Kingsport
2002 & 2003	Kent Wadley	Hardeman County
2004 & 2005	Rusty Williams	Newport
2006 & 2007	B.J. (Bill) Robbins	Kingsport
2008 & 2009	Jim Williamson	Obion County
2010 & 2011	Joe Arnold	Kingsport
2012 & 2013	John Weaver	Hardeman County
2014 & 2015	Kevin “Bucky” Ayers	Greeneville
2016 & 2017	Ross Guy	Benton County

