

THE FORENSIC SCIENCE INSTITUTE OF OHIO CODE OF REGULATIONS

ARTICLE ONE – NAME

This organization shall be known as **THE FORENSIC SCIENCE INSTITUTE OF OHIO (FSIO)**.

ARTICLE TWO – PURPOSE

The purpose of the **Forensic Science Institute of Ohio** is to provide a common platform for its Member Organizations to share resources and work collaboratively to strengthen forensic science in the State of Ohio. We are committed to serve Ohio's forensic science community and its stakeholders by promoting continued education for laboratory personnel, establishing forensic science graduate/post-graduate degree standards and fostering cooperation. This purpose is based on a foundation of sound scientific principles, professionalism, cooperation and excellence.

We are dedicated to:

SCIENTIFIC PRINCIPLES

We believe in scientific principles. We pledge to operate in the context of objective reality and promote explicit discourse within all aspects of the scientific community to ensure proper vetting of available resources.

PROFESSIONALISM

We believe in professionalism. We pledge to promote professional development by embracing its core foundation of integrity, honesty and competency.

COOPERATION

We believe in cooperation. We pledge to work together in a spirit of trust and mutual respect to achieve the common goal.

EXCELLENCE

We believe in excellence. We pledge to pursue higher standards and not be stifled by the status quo.

ARTICLE THREE – OFFICES

The registered corporate offices of the FSIO shall be in the State of Ohio. Board headquarters and business offices may be established in any such city or cities as the Board of Directors may determine.

ARTICLE FOUR – MEMBERSHIP

SECTION ONE: Membership is restricted to employees of recognized Member Organizations within the State of Ohio. A “Member Organization” is defined as a single crime laboratory, crime laboratory system consisting of two or more laboratories, founding FSIO member or a university/college.

Each Laboratory Director who was a member of this FSIO’s predecessor unincorporated association at the date of incorporation of the FSIO and who by reason of retirement or disability is no longer eligible for Regular Membership shall be granted Founding Membership in the FSIO. Individuals in this membership category participate in FSIO activities, pay dues and have voting privileges. In order to maintain this status, the member must attend at least one meeting per calendar year or their membership status will be converted to Emeritus.

A list of Founding Members and recognized Member Organizations shall be maintained by the Secretary as part of the official records.

SECTION TWO: **Regular Membership** in the FSIO shall be open to all individuals who direct or manage forensic science examinations in an Ohio crime laboratory. A “crime laboratory” is defined as a laboratory which employs one or more full-time scientists, whose principle function is the examination of physical evidence for law enforcement agencies in criminal matters and who provide subsequent testimony. Additionally, membership shall be open to full time educators directing forensic science degree programs which are approved by the Ohio Board of Regents.

Associate Membership shall be open to those individuals who have been active for a period of one year in a crime laboratory, in forensic science education or in jurisprudence. Associate members participate in the FSIO activities, pay their dues, but have no vote.

Emeritus Membership shall be open to those selected from the ranks of active members who by reason of retirement or disability can no longer participate fully in the FSIO activities. Individuals in this membership category may participate in FSIO activities but will have no vote. Dues are waived.

Honorary Membership shall be open to those selected as outstanding persons by the FSIO. This membership category includes former members who by reason of relocation outside of Ohio are no longer able to attend regular meetings, but are desirous of retaining contact with the FSIO. Individuals in this membership category may participate in FSIO activities but will have no vote. Dues are waived.

SECTION THREE: **New membership** shall be by letter of application to the Board of Directors. After a receipt of the letter of application by the Secretary and verification of eligibility by the Secretary, the candidate may be accepted by a majority ballot of the members present and voting at the next regular meeting.

SECTION FOUR: **Resignation.** Any member may resign from membership in the FSIO by given written notice to the Board of Directors, the President, or the Secretary.

SECTION FIVE: **Removal.**

- a. The Board of Directors may remove any person from membership for failure to pay the annual dues assessment within three months of the due date. Any member so removed may petition the Board of Directors for reinstatement to membership upon payment of all delinquent dues.
- b. A member may also be removed for cause by action of the Board of Directors. Such member may appeal the action of the Board to the membership at the next annual meeting of the FSIO. The membership may overrule the action of the Board by a two-thirds majority of those members present and voting.

SECTION SIX: **Voting.** A simple majority vote of those Member Organizations present at a stated meeting shall be necessary for the approval of any motion. Only one member of the Member Organization will be permitted to vote. The voting member will be an elected member of the Board of Directors, if the organization is so represented; if not, the voting member will be the most senior members present in the Member Organization, who will inform the presiding officer of their status. Additionally, a Member Organization may designate for any particular meeting, any Regular Member of the FSIO to serve, as their proxy, by providing written communication to the presiding officer. Such written communications will be read into the minutes of the meeting and will become part of the official records.

SECTIONS SEVEN: **Membership List.** The secretary shall keep a membership list in which the names and addresses of all current members and member organizations shall be inscribed.

ARTICLE FIVE – MEETINGS

SECTION ONE: **Annual Meeting.** The last regular meeting of the Calendar year of the members shall be the annual meeting of the FSIO. The Secretary of the FSIO shall be required to send notice of the time, date, and place of the annual meeting to each member at least thirty (30) days prior to the annual meeting.

SECTION TWO: **Special Meetings.** Special meetings of the members may be held upon the written request of two-thirds of the Board of Directors. The Secretary of the FSIO shall be required to send notice of the time, date, place, and purpose of such special meeting to each member at least fifteen (15) days prior to such special meeting.

SECTION THREE: **Quorum.** At any annual or special meetings, a quorum for the conduct of business of the FSIO shall consist of a simple majority of Member Organizations on record represented. Representation is determined by the presence of an eligible voter from that organization.

ARTICLE SIX – DUES

SECTION ONE: An annual dues assessment, payable to the Treasurer of the FSIO, will be due and payable on or before January 1 each year.

SECTION TWO: The Board of Directors is responsible for determining the amounts of the annual dues assessments.

ARTICLE SEVEN – Board of Directors

SECTION ONE: **General.** Except for those matters expressly reserved to the members by statute of the Code of Regulations, the business affairs of the FSIO shall be managed by a Board of Directors. This governing body shall consist of the elected officers. These officers are elected in the manner set forth by ARTICLE EIGHT, SECTION TWO. The Board of Directors may at any business meeting, submit unresolved or controversial questions to the voting membership.

The initial Board of Directors shall be composed of those individuals named in the Articles of Incorporation of the FSIO and they shall serve until their successors are elected and qualified in the manner set forth in ARTICLE EIGHT, SECTION TWO.

The Board of Directors is authorized to act in the name of the FSIO in all matters not expressly reserved to the Members.

SECTION TWO: **Vacancies.** Any vacancy that may occur in the Board of Directors by reason of death, resignation or otherwise shall remain vacant until the next annual election.

SECTION THREE: **Voting.** Each Board of Directors member shall have one vote, and unless otherwise directed by the Code of Regulations, the vote of a majority of a quorum of the Board of Directors present and voting shall constitute the action of the Board of Directors and be presented as such for all purposes.

SECTION FOUR: **Board of Directors Quorum.** The presence, in person, of fifty-one percent (51%) of the Board of Directors shall constitute a quorum necessary to conduct all business of the Board of Directors. Directors may also conduct business via other forms of communication; however, a quorum of one hundred percent (100%) is required.

SECTION FIVE: **Board of Directors Meeting.** Board of Directors meeting may be called at any time, upon fifteen (15) days notice (oral or written) by the President of the FSIO.

ARTICLE EIGHT – OFFICERS AND THEIR DUTIES

SECTION ONE: The term of office shall be one year.

SECTION TWO: The officers shall be nominated and elected at the regular annual meeting and shall take office on the following January 1 to serve through the year. Only one Regular Member per Member Organization can be elected or serve as an officer in a calendar year.

SECTION THREE: The officers of the FSIO shall consist of the **President, President-Elect, Secretary, Treasurer and Advisor.**

SECTION FOUR: **President.** The President shall be a Regular Member and preside at all meetings of the organization and all meetings of the Board of Directors. The President shall appoint all chairmen of the committees.

SECTION FIVE: **President-Elect.** The President-Elect shall be a Regular Member. In the absence of the President, shall preside at all meetings of the organization and at all meetings of the Board of Directors. At the end of his/her elected term, the President-Elect shall succeed the outgoing President.

SECTION SIX: **Secretary.** The Secretary shall maintain the minutes and records of all meetings of the organization. The Secretary shall present interval reports at stated meetings, and an annual report at the annual meeting.

SECTION SEVEN: **Treasurer.** The treasurer shall receive all money of the organization and deposit the same in a designated bank. The Treasurer shall pay all authorized bills and present interval reports at stated meetings, and an annual report at the annual meeting.

SECTION EIGHT: **Advisor.** The Advisor shall be the immediate past president and shall be chairman of the Nominating Committee.

ARTICLE NINE – ADVISORY BOARD

An Advisory Board may be created to help strengthen Forensic Science in Ohio, promote research and establish partnerships between Ohio's public labs and its universities/colleges. The Board shall be advisory only and its members shall be selected by the voting membership.

ARTICLE TEN – COMMITTEES

The President shall appoint such committees as the FSIO may desire or as the President may deem proper.

ARTICLE ELEVEN – AMMENDMENTS

Amendments to the Code of Regulations may be proposed at a meeting. A two-thirds majority vote of those Member Organizations on record with members eligible to vote or their designated proxy (ARTICLE FOUR, SECTION SIX) shall be necessary for the adoption of any amendment.

ARTICLE TWELVE – INDEMNIFICATION

Each Trustee, officer, director, agent, employee, or volunteer of the corporation, and any trustee, officer, director, agent, employee, or volunteer of any other corporation serving as such at the request of this Corporation shall be indemnified by this Corporation under the standards set by and to the fullest extent allowable under Section 1702.12 (E), Ohio Revised Code, as the same shall be amended from time to time.

The forgoing right of indemnification shall be in addition to any other rights to which any person seeking indemnification may be or become entitled by law, vote of Members, or disinterested Directors of this corporation or otherwise.