



**IACP**

International Association of  
Chiefs of Police

# CONSTITUTION

**NOVEMBER 2019**

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# PREAMBLE

History records that some fifty police chiefs accepted a meeting invitation from Omaha, Nebraska Police Chief Webber Seavey in 1892 to explore ways in which they could join together to fight crime and improve police services. The following year these same police officials formally created an organization to foster those goals. The organization is known today as the International Association of Chiefs of Police (IACP).

The IACP is a leadership organization committed to advancing the profession of policing by promoting enhanced practices, cooperative efforts and the exchange of information among police leaders and other institutions and organizations. The association works to bring about the recruitment and training of qualified individuals into police agencies and encourages police officers worldwide to maintain the highest standards possible.

Governed by this Constitution, the IACP is led by a Board of Directors that encompasses an Executive Board representing the full spectrum of police executives from across the globe. The IACP maintains a professional staff at its international headquarters who implement the plans and programs approved by the IACP leadership.

Membership in the association is designed for individual police professionals worldwide and the IACP refrains from engaging in political disputes between and among nations.

All changes to the Articles of the Constitution can be made only with the support of IACP's ultimate authority, the membership.

# ARTICLE 1: Name and Mission

## Section 1: Name

This organization shall be known as the International Association of Chiefs of Police, Incorporated.

## Section 2: Mission

The International Association of Chiefs of Police advances the policing profession through advocacy, research, outreach, and education.

## Section 3: Diversity and Inclusion

The International Association of Chiefs of Police represents a broad and diverse membership and welcomes the full engagement of all individuals regardless of race, ethnicity, nationality, sex, gender identity, sexual orientation, or religious and cultural affiliation.

The IACP embraces the core foundational value that individual differences bring strength to the organization. Inherent in this recognition is a responsibility for continuous effort and intentionality to promote greater inclusion and diverse perspectives throughout the association's work.

## ARTICLE 2: Membership

### Section 1: Classes of Membership

The membership of the Association shall be classified as follows: Active, Associate, Life, and Honorary Members. The minimal requirements for these membership classes are listed below. However, the Board of Directors may adopt additional qualifications or categories as part of the Association's approved membership program. In addition, the Board of Directors may adjust these requirements to clarify or adjust qualifications as the profession evolves.

### Section 2: Active Members

The following persons shall be eligible for active membership:

- Law enforcement officers with executive authority or its equivalent having actual supervision of, and receiving compensation from, any legally constituted law enforcement agency;
- Assistant chiefs of police, deputy chiefs of police, executive heads, individuals ranked lieutenant and above, and division, district, or bureau commanding officers;
- Chief executive officers and command staff of agencies whose officers are required to be and are qualified as law enforcement officers within their respective nations, states, provinces, and territories, and whose officers are officially recognized or certified by a governmental entity;
- IACP professional staff.

Active members, except members of the IACP professional staff, shall have a right to participate in and vote at business sessions of the Association.

### Section 3: Associate Members

Any person not eligible for active membership but qualified by training and experience in police or other law enforcement activity, or by other professional attainments related to police science or administration, shall be eligible for associate membership in the Association.

Associate members shall have the privileges of active membership except that of holding office and voting. The Board of Directors may, as necessary, establish subcategories of Associate membership.

### Section 4: Life Members

Persons who have completed their term as President of this Association, or any active member in good standing for a period of twenty years, shall become life members. Upon the certification of the Executive Director/Chief Executive Officer and with the approval of the Board of Directors, current and future members of the IACP professional staff shall be given credit for years of employment with IACP toward life membership.

Any other active member who shall have served this Association with exceptional honor and distinction may be elected a life member upon the unanimous recommendation of the Board of Directors at the business session of any annual conference of the Association by a two-thirds vote of the members present and voting. A life member shall have all the rights and privileges of an active member provided otherwise herein, but shall be exempt from the payment of dues upon their retirement from active police service with a legally constituted law enforcement agency. (The provision of this section shall not have any retroactive effect upon the life membership dues exemptions of any life members of this Association in good standing at the time of its adoption.) Unless otherwise indicated, the term active member as used in this constitution includes life members.

### **Section 5: Limitation to One Membership**

A member shall hold only one type of membership in this Association at any one time.

### **Section 6: Applications**

- (a) Applications or recommendations for each and every type of membership in this Association shall be submitted on such forms and in such manner as the Executive Board may prescribe. Final determination of any question relating to eligibility in any type of membership shall be made by the Board of Directors.
- (b) Any willful misstatement in the application for any type of membership or in any supplemental paper shall be grounds for rejecting the application, or if the applicant has been elected to membership, for their expulsion. Any such willful misstatement by an endorser shall be cause for the expulsion of the endorser from membership in the Association.
- (c) Membership paid by the employing agency may be transferred by application of the member's successor provided that they meet the qualifications of membership.

### **Section 7: Discipline of Members**

When a member of the Association is reduced in rank or removed from an employing agency for misconduct, or when said member conducts themselves in such a manner as to bring the Association into disrepute, the President, in accordance with the rules established by the Board of Directors, shall investigate said allegations and where appropriate impose sanctions up to, and including suspension or termination of membership.

## ARTICLE 3: Board of Directors

### Section 1: Membership of Board of Directors

- (a) There shall be a Board of Directors of this Association consisting of the President, the Immediate Past President, all elected Vice Presidents, the International Vice President, the Vice President-Treasurer, the Chairs of the Association's Divisions, and no less than thirty-three (33) active members appointed by the President who are sworn law enforcement for recognized law enforcement organizations. All past presidents shall be non-voting, ex officio members.
- (b) The President shall appoint the Parliamentarian to meet and serve with the President and the Board of Directors in an advisory capacity.
- (c) The Executive Director/Chief Executive Officer is a non-voting ex officio member of the Board of Directors and shall meet and serve with the Board of Directors in an advisory capacity.
- (d) The President shall appoint Board of Directors members representing each of the following groups or classifications. The appointments should represent a minimum of three international law enforcement agency representatives.
- |  |                         |
|--|-------------------------|
| 1. At-Large #1                             | 17. Agency size 16-25   |
| 2. Group 1: Seat #1                        | 18. Agency size 26-49   |
| 3. Group 1: Seat #2                        | 19. At-Large #5         |
| 4. At-Large #2                             | 20. At-Large #6         |
| 5. Group 2: Seat #1                        | 21. At-Large #7         |
| 6. Group 2: Seat #2                        | 22. At-Large #8         |
| 7. At-Large #3                             | 23. At-Large 9          |
| 8. Group 3: Seat #1                        | 24. At-Large #10        |
| 9. Group 3: Seat #2                        | 25. At-Large #11        |
| 10. At-Large #4                            | 26. At-Large #12        |
| 11. Group 4: Seat #1                       | 27. At-Large #13        |
| 12. Group 4: Seat #2                       | 28. At-Large #14        |
| 13. Railroad Police Section                | 29. Canada              |
| 14. Indian Country Law Enforcement Section | 30. Agency size 50-99   |
| 15. University/College Police Section      | 31. Agency size 100-249 |
| 16. Agency size 1-15                       | 32. Agency size 250-499 |
|  | 33. Agency size 500+    |
- (e) In addition to the voting members listed in Section (d) the President may appoint no more than 10 non-voting representatives of U.S. Federal Law Enforcement agencies or International Policing Organizations to serve on the Board of Directors in a non-voting, advisory capacity. Likewise, the Vice-Chair of each IACP Division will also be appointed to the Board of Directors in a non-voting, advisory capacity.



- (f) Appointment of each appointed Board of Directors member shall be to a numbered position for a maximum term of three (3) years each appointment. The President shall appoint members to Board of Directors positions whose position terms have expired and during the year shall make appointments to fill vacancies to complete the unexpired term of those vacated positions.
- (g) The terms shall expire at the conclusion of the annual conference.
- (h) The term of any person appointed as a member of the Board of Directors shall terminate thirty (30) days after their resignation or separation for any reason from sworn law enforcement service from a recognized law enforcement organization.
- (i) The Board of Directors may, by a two-thirds vote, establish additional seats on the Board of Directors. Each new position will be established for a three-year term.
- (j) When an additional position is created on the Board of Directors that position shall be numbered the next vacant position number or the next sequential position number.
- (k) The Board of Directors may, by a two-thirds vote, re-designate or eliminate seat(s) on the Board of Directors.
- (l) When a position is deleted on the Board of Directors that position number shall be vacated and shall be used to number an additional position when created.
- (m) Removal of appointed Board of Directors members for non-attendance at meetings shall be consistent with rules established by the Board of Directors.
- (n) The Board of Directors shall be required to review the composition of Board of Directors Groups at least once every five years.

## **Section 2: Duties and Responsibilities**

- (a) The Board of Directors shall be the governing body of the Association and shall have the authority to take all appropriate measures and perform all duties required to accomplish the objectives of the Association.
- (b) The Board of Directors shall establish and promulgate the administrative guide of the Association by which its business and affairs shall be conducted and governed in accordance with the provisions of this constitution. Such guide rules shall be made available to all members and shall include:
  - i. administration;
  - ii. membership procedure;
  - iii. regulations governing the budgeting, receipt, custody, disbursement of, and accounting for, all Association funds;
  - iv. purchases, contracts, travel vouchers, and other expenditures;
  - v. employment and compensation of the Executive Director/Chief Executive Officer;
  - vi. adoption and use of the official seal and insignia of the Association.

- (c) The Board of Directors shall adopt an annual budget for the Association, and no expenditures shall be made except in accordance with funds allocated under said budget as originally adopted or amended.
- (d) The Board of Directors shall authorize and give general supervision to the publications of the Association.
- (e) The Board of Directors shall appoint an Executive Director/Chief Executive Officer. As the governing body of the Association, the Board of Directors shall fix the conditions of employment, tenure, and compensation of the Executive Director/Chief Executive Officer and shall be responsible for the efficient discharge of the Executive Director/Chief Executive Officer's duties.
- (f) The Board of Directors shall take all appropriate steps to keep the membership apprised of the results of its activities and of all matters of pertinent concern to the membership as a whole.
- (g) The Board of Directors shall have the authority, to create sections, divisions, committees or other bodies of the Association.

### **Section 3: Meetings**

The Board of Directors shall convene at the time and place of the annual conference of the Association and at such other times as determined by the President. Upon the request of any 10 members of the Board of Directors or any four members of the Executive Board, the President shall call special meetings of the Board of Directors. Notice of the special meeting shall be given by any legally recognized method available to each member of the committee at least 10 days in advance of the meeting. Fifty percent of the Board of Directors shall constitute a quorum for any of its meetings

### **Section 4: Action Without a Meeting**

The Executive Board may, in accordance with such rules as the Board of Directors may establish, take action without a meeting.

### **Section 5: Discipline of Board of Directors Members**

When a member of the Board of Directors of the Association is reduced in rank or removed from an employing agency for misconduct, or when said member conducts themselves in such a manner as to bring the Association into disrepute, the President, in accordance with the rules established by the Board of Directors, shall investigate said allegations and where appropriate impose sanctions up to, and including suspension or termination of membership on the Board of Directors.

## ARTICLE 4: Executive Board

### Section 1: Membership of Executive Board

- (a) There shall be an Executive Board consisting of the President, Immediate Past President, all elected Vice Presidents, the International Vice President, the Vice President-Treasurer, and the Chairs of the Association's Divisions.
- (b) The Parliamentarian shall meet and serve with the President and the Executive Board in an advisory capacity.
- (c) The Executive Director/Chief Executive Officer shall meet and serve with the Executive Board in a non-voting, ex officio capacity.
- (d) The Corporate Officers of this Association shall be the President; All Elected Vice Presidents; Immediate Past President, International Vice President; the Chairs of the Association's Divisions, the Vice President-Treasurer and the Executive Director/Chief Executive Officer.

### Section 2: Duties and Responsibilities

Except at the annual conference of the Association and at such other times as the Board of Directors may be in session, the Executive Board shall have the same powers as those conferred upon the Board of Directors in accordance with the rules established by the Board of Directors and this Constitution.

### Section 3: Board of Directors Ratification of Board Action

The Board of Directors may be called upon to ratify certain actions of the Executive Board.

### Section 4: Eligibility

Members of the Executive Board at the time of filing, election, and appointment, and continuously for at least three years immediately prior thereto, must be an active member of the Association in good standing. Each officer, except for the Chairs of the Association's Divisions, International Vice President, the Executive Director/Chief Executive Officer and Parliamentarian, at the time of filing, election, and appointment also shall be regularly engaged in active police service as the appointed operating chief executive of their public police agency. Persons serving as elected operating chief executive officers of municipal law enforcement agencies shall be eligible to serve as officers and members of the Executive Board. In addition, the Board of Directors may establish additional eligibility qualifications for candidates for the Executive Board. Such qualification requirements will be provided to the Nominations and Elections Commission and will be provided to the membership. The Board of Directors shall review the findings of the Nominations and Election Commission and determine the eligibility of candidates for office following the filing for office by a candidate.

Each year at the time of filing and election, all officers must certify that they remain eligible to serve on the Executive Board.

## Section 5: Term of President

A President, who shall not thereafter be again eligible for the office, shall be invested annually at the annual conference of the Association. The individual shall serve as President until the annual conference next ensuing after their investiture.

## Section 6: Terms of Other Officers

- (a) The Fourth Vice President, (and any vacant board position) shall be elected annually during the annual conference of this Association and serve in that capacity until the conclusion of the annual conference next ensuing after their election (unless otherwise noted in this section). At that time, they shall ascend automatically to the Office of Third Vice President. In like manner, the First, Second and Third Vice Presidents shall automatically ascend to the next higher office following the completion of their current term.
- (b) In like manner, the Vice President–Treasurer shall be elected for a three-year term and shall be eligible for reelection for no more than two additional terms. Vice Presidents at Large shall also be elected to a single three-year term and not be eligible for reelection to the same office. Each of these officers shall serve until a successor is elected and installed. The Chairs of the Association’s Divisions shall serve in office in accordance with rules approved by the Board of Directors.
- (c) Individuals who are elected to fill the unexpired term of a Vice President at Large are eligible to run for an additional single three-year term.

## Section 7: Successor to the President

- (a) If the President dies, resigns, or a term of office is otherwise terminated, the Vice President next in line shall become President immediately and shall serve for the remainder of the term of the immediate predecessor and shall be eligible to be elected President at the next annual conference
- (b) If the First, Second, Third, Fourth Vice President succeeds to the presidency, dies, resigns, or a term of office is otherwise terminated prior to its expiration, the office of such Vice President shall remain vacant until the next annual conference. The members of the Association shall elect an eligible person to serve in the office of such Vice President.
- (c) A vacancy in the office of Vice President–Treasurer shall be filled by appointment for the unexpired term by the President. Filling an unexpired term shall not be counted against the total number of terms an individual is eligible to stand for election as Vice President–Treasurer.
- (d) If a Vice President at Large dies, resigns or a term of office is otherwise terminated prior to its expiration, the office of such Vice President at large shall remain vacant and during the next annual conference the members of the Association shall elect an eligible candidate to complete the remainder of the original term.

## Section 8: Elections

- (a) There shall be a Nominations and Elections Commission which shall supervise all elections in accordance with the rules established by the Board of Directors.
- (b) The commission shall have the duty and responsibility to enforce both the rules regulating elections and the process of elections as promulgated by the Board of Directors. Any candidate vacancies that exist will be filled pursuant to rules developed by the Board of Directors. The Board of Directors shall promulgate rules for the establishment and operation of the Nominations and Election Commission.
- (c) All candidates shall be voted upon by paper or electronic ballot unless there is only one candidate for the office to be filled. The candidate receiving a plurality of votes cast for each office shall be declared elected.
- (d) Each candidate for office shall file a declaration of candidacy for no more than one office and a certification of eligibility with the Executive Director/Chief Executive Officer in accordance with the time line as established by the Board of Directors.
- (e) Election of Officers to Constitutional positions will occur in accordance with the rules established by the Board of Directors. These activities will be held in accordance with the requirements for these ballots prescribed elsewhere in the Constitution and Rules of the Association.

## Section 9: The President

The President shall act as Chair of the Executive Board and the Board of Directors and shall preside at the annual conference of the Association.

The President shall represent the Executive Board and/or the Board of Directors when these two governing bodies are not in session.

The President shall appoint such standing and special committees as are authorized by this Constitution, the Association, or its Board of Directors. The Chair of each committee shall be designated by the President. Membership of all committees shall be limited to life, active and associate members of this Association in good standing

## Section 10: Vice Presidents

It shall be the duty of the First Vice President to perform all the duties of the President during the President's absence, and the other Vice Presidents and International Vice President shall serve in the absence of the President or of a Vice President in order of their designation.

## Section 11: Vice President–Treasurer

- (a) The Vice President–Treasurer is the chief financial officer of the Association and shall exercise authority in financial matters in accordance with this constitution and the rules of the Association. The Vice President–Treasurer shall make certain that all funds and securities are deposited and safeguarded in a manner consistent with the rules and policies of the Association. The Vice President–Treasurer, with the approval of the Board of Directors, shall prescribe the manner in which financial reports shall be prepared and provided by the Executive Director/Chief Executive Officer. The Vice President–Treasurer shall review the financial records of the Association periodically to ensure that funds are disbursed in accordance with this Constitution and the rules established by the Board of Directors.
- (b) The Vice President–Treasurer shall make a report to the membership annually. This report shall include the results of the most recent annual audit.

## Section 12: Executive Director/Chief Executive Officer

- (a) Subject to the policies, rules, and direction of the Board of Directors, the Executive Director/Chief Executive Officer shall:
  - i. Serve as secretary of the meetings of the Association, the Board of Directors, and the Executive Board.
  - ii. Give due notice of all such meetings and keep the official minutes thereof.
  - iii. Maintain the records, files, and artifacts of the Association and handle its general correspondence.
  - iv. Conduct continuous effort to increase active and associate membership and the revenues of the Association.
  - v. Prepare an annual budget of the Association for consideration and approval by the Board of Directors; keep complete records of all moneys owed to the Association and of expenditures incurred by the Association; and, take all appropriate measures to assure the prompt collection, payment of, and accounting for Association funds.
  - vi. Direct the preparation and distribution of all publications of the Association.
  - vii. Assist the committees and sections of the Association by furnishing them with technical information and assisting in the preparation of their reports.
  - viii. Supervise such research programs or special studies as the Board of Directors may prescribe.
  - ix. Perform such other duties as may be assigned by the President or the Board of Directors.
  - x. Serve as executive head of the Association and exercise control and direction over all of the divisions, functions, and staff of the Association.
  - xi. Arrange for joint research projects, publications, administrative assistance, and participation in conferences so that the mission of the Association may be more fully realized.

- (b) In order to perform the foregoing duties, the Executive Director/Chief Executive Officer may employ such staff and incur such other expenses as the Board of Directors, in its budget, shall authorize.

### **Section 13: Compensation of Officers**

No officer of this Association, other than the Executive Director/Chief Executive Officer, may receive compensation except for actual expenses incurred in the performance of official duties and for which budgetary provision has been made by the Board of Directors.

### **Section 14: Meetings**

The Executive Board shall meet at such times as the President deems necessary or when called for by at least four members of the Executive Board.

### **Section 15: Discipline of Members of the Executive Board**

When a member of the Executive Board of the Association is reduced in rank or removed from an employing agency for misconduct, or when said member conducts themselves in such a manner as to bring the Association into disrepute, the President, in accordance with the rules established by the Board of Directors, shall investigate said allegations and where appropriate impose sanctions up to, and including suspension or removal from the Executive Board.

If the President acts in such a manner as to bring the Association into disrepute, the Immediate Past President or other Past President in good standing, as selected by a vote of the Board of Directors shall, in accordance with the rules established by the Board of Directors, investigate said allegations and where appropriate impose sanctions up to, and including suspension or removal from the Office of President.

### **Section 16: Action Without Meeting**

The Executive Board may, in accordance with such rules as the Board of Directors may establish, take action without a meeting.

## ARTICLE 5: Financials

### Fiscal Year

The fiscal year of the Association shall be determined by the Board of Directors. The annual budget of the Association shall be adopted in accordance with the rules established by the Board of Directors.

### Receipt of Funds

The Association may accept special donations or bequests and devises of personal and real property from public-spirited persons, corporations, or organizations, having a philanthropic interest in the work of the Association, to provide sufficient and additional means for the aid of the Association or to carry out its general or special purposes. Such funds shall be spent in accordance with the terms of the donor as agreed upon by the Association.

### Retention of Property Interest

All right, title, and interest, both legal and equitable in and to property of this Association, shall remain in the Association



## ARTICLE 6: Annual Conference

### Section 1: Purpose

It is at the annual conference of the Association that, in and among other things, the membership has the opportunity to elect constitutional officers; amend the constitution; receive reports from the Executive Director/Chief Executive Officer and committees; and to participate in any business sessions of the Association.

### Section 2: Election of Officers/Constitutional Amendments

Election of Officers to Constitutional positions and voting for any proposed amendments to the Constitution will occur in accordance with the rules as determined by the Board of Directors. These activities will be held in accordance with the requirements for these ballots prescribed elsewhere in the Constitution and Rules of the Association.

### Section 3: Business Session

Annual conferences will include business sessions, in places and times determined by the Executive Board. Notice of the business sessions shall be provided to the membership via the conference program or other electronic means.

### Section 4: Quorum

A quorum for a business meeting of the members at the annual conference shall consist of at least 50 active members, present in person at the meeting. For any matter brought before the meeting to be adopted and acted upon, it must receive the affirmative vote of a majority of the votes entitled to be cast by the members present in person at the meeting.

### Section 5: Resolutions

Resolutions may be considered by the membership consistent with rules established by the Board of Directors. The process of considering resolutions is managed by the Resolutions Committee. Resolutions may be offered by a committee, section, or by individual members of the Association.

The Resolutions Committee will present a report to the Executive Board detailing its specific recommendations on resolutions it has reviewed. The membership will have an opportunity to consider resolutions in accordance with the rules established by the Board of Directors.

### Section 6: Rules of Order

In the absence of any provision to the contrary in this constitution or the rules of the Association, all meetings of the Association and all meetings of the Board of Directors, the Executive Board, and all other committees and sections shall be governed by the parliamentary rules and usages contained in the then-current edition of Robert's Rules of Order, Revised.

## ARTICLE 7: Amendments

This constitution may be amended by the affirmative vote of two-thirds of the members present and voting in accordance with rules established by the Board of Directors provided the proposed amendment, which may be filed by one (1) percent or more of active members of the Association, or by the Board of Directors with the Executive Director/Chief Executive Officer, shall have been submitted with a written explanation of the reasons for the proposed amendments to the Executive Director/Chief Executive Officer at least 30 days before the meeting at which it is to be offered.

The Executive Director/Chief Executive Officer shall reproduce the amendment in its entirety, clearly indicating those sections that are being proposed for change, and the reasons therefor, and notify the membership of the Association thereof, either by any recognized legal means or publication in an official IACP Publication, at least fifteen (15) days before such meeting.

The Board of Directors shall study and consider the proposed amendment and shall report its recommendations thereon to the Association before the membership shall vote upon it.

