

**Bylaws of the Board on Public Safety Standards and Training
Private Security and Investigator Policy Committee
Unarmed Subcommittee**

**Article I
NAME, PURPOSE, and POWERS**

The Private Security and Investigator Policy Committee (PSIPC) Unarmed Subcommittee, is charged with the responsibility of developing and recommending to the PSIPC for approval, policies, requirements, standards, and rules relating to the private security unarmed discipline. All recommended policies, requirements, standards and rules are submitted to the PSIPC and, if approved, to the Board on Public Safety Standards and Training for consideration.

**Article II
MEMBERSHIP, APPOINTMENTS, RESIGNATION and TERMINATION**

Subcommittee Membership. The Unarmed Subcommittee of the PSIPC will consist of all PSIPC members representing the unarmed discipline and three additional representatives of the unarmed private security community.

Only current members of the PSIPC are eligible to serve as chairperson.

The PSIPC chairperson, in consultation with PSIPC members, will appoint members and a chairperson for each subcommittee.

Appointments. Nominations for membership will submitted to the Department of Public Safety Standards and Training (DPSST) for presentation to the PSIPC chairperson for consideration.

The term of an appointed member is two years. An appointed member may be appointed to a second term.

Committee vacancies will be handled in the same manner as making an initial appointment.

Resignation and Termination. Resignation from the subcommittee must be in writing and received by the committee chairperson.

Any appointment made based on a subcommittee member's employment is automatically revoked if the subcommittee member changes employment.

A subcommittee member may be removed by the PSIPC chairperson for just cause or at the request of the recommending or represented organization/agency.

**Article III
MEETINGS and QUORUM REQUIREMENTS**

Meetings. Meetings will be held in accordance with Oregon Public Meetings Law (ORS 192.610-192.690). The subcommittee will meet at such times and places as-determined by the committee in coordination with the Board and DPSST. Meeting times and dates will be scheduled on a yearly basis and can be changed at the discretion of the chairperson.

Meeting Agendas. An agenda will be prepared by DPSST staff, in consultation with the subcommittee chairperson. Discussions and actions of the subcommittee will not be limited to agenda items. Discussions and actions may include any business consistent with the duties and responsibilities of the committee.

Participation. Deliberation of issues will be conducted by subcommittee members and meeting attendees. Members and non-members will be required to adhere to the subject and limit their presentation as requested by the chairperson.

Individuals other than subcommittee members wishing to address a specific issue must submit a written request to DPSST at least two weeks prior to any meeting.

Voting/Quorum. A quorum for any meeting of the subcommittee must consist of a majority of voting members of the subcommittee. No formal action may be taken by the subcommittee without approval of a majority of a quorum. Only officially appointed members may vote.

Subcommittee members are appointed to make recommendations to the PSIPC regarding the policies and standards that govern the unarmed discipline. To abstain from a vote is to fail to perform a most important function given to a subcommittee member. Absent compelling circumstances, subcommittee members should not abstain from voting.

Past subcommittee decisions will not dictate precedence for future subcommittee decisions.

Records. The transactions of every public meeting of the subcommittee will be recorded in the form of minutes and will be made available to the public. Minutes will reflect the subject and outcome of each vote. Records will be retained in accordance with the Secretary of State Archives Division Records Retention Schedule for DPSST/BPSST.

Article IV **ELECTION of OFFICERS, RESPONSIBILITIES**

Chairperson. The chairperson will convene and preside over meetings of the subcommittee. The chairperson must be a member of the PSIPC and will represent the subcommittee at PSIPC meetings. The chairperson will perform other duties as assigned by the PSIPC Chairperson.

Committee Members. Subcommittee members will act as conduits for the exchange of information between the constituency, the associations they represent and the subcommittee. Subcommittee members will follow statutes and administrative rules or work to change such rules and statutes if inappropriate. Subcommittee members will take into consideration the

statewide impact on businesses, public agencies, other disciplines and the safety of the public when making decisions.

Article V
AMENDMENTS TO BYLAWS

These bylaws may be amended by a majority vote of members of the subcommittee at any regular meeting, provided the proposed amendment or amendments have been sent to each subcommittee member five working days prior to the meeting.

These bylaws were approved at a meeting of the **Unarmed Subcommittee** on **August 5, 2015**.