

SANTIAM PASS SKI PATROL
BY-LAWS

PREAMBLE:

The Santiam Pass Ski Patrol is a volunteer, non-profit group whose members, as agents of and on behalf of Hoodoo Ski Area and governmental agencies, assist recreationalists by providing rescue, first-aid, and safety promotion services.

ARTICLE I: ORGANIZATION

Section 1: The Santiam Pass Ski Patrol shall have five sections known as the Alpine section, the Nordic section, the Base Patroller section, the Host section, and the Paid section.

- A. The Alpine section will typically operate within the confines of Hoodoo Ski Area.
- B. The Nordic section will operate both inside and outside the developed ski area.
- C. The Base Patroller section will operate in and adjacent to the Base Area.
- D. The Paid section shall be composed of full-time and part-time employees of Hoodoo Ski Area employed as Paid ski patrollers.
- E. The Host section will operate within the confines of Hoodoo Ski Area.

ARTICLE II: VOLUNTEER MEMBERSHIP

Section 1: Each applicant (except Base Patroller) shall pass a skiing test administered by the Training Chair or a designated representative and be recommended for candidate status by the Training Chair.

Section 2: Before election to permanent membership, each candidate or transfer patroller shall serve in a training capacity for at least ten active skiing days with the patrol.

During the training period a candidate or transfer patroller shall demonstrate the ability to ski (except Base Patroller), to render first-aid under mountain and winter conditions, to assemble and handle rescue toboggans, and will be familiar with the rescue operations of the section(s) in which he or she will be patrolling. Additionally, the candidate or transfer must evidence attitudes of courtesy, cooperation, and dependability. The candidate or transfer must be recommended for membership by the Executive Board after passing on-the-hill tests administered by the Training Chair or a designated representative. Host members must demonstrate the ability to perform the roles outlined the Policies and Procedures for Host members.

Section 3: Election to permanent membership shall be by secret ballot and shall require a three-fourths majority of the members present at a General Patrol meeting or of those responding to an e-mail ballot. An email ballot shall be considered secret as long as the ballot remains anonymous, generally through the use of a non-bias email address. Candidates shall have no voting privileges.

Section 4: Except by special waiver of the Executive Board, all active members shall meet and maintain the following minimum standards. (Inactive members shall meet the requirements of paragraphs A, C, and G):

- A. OEC First-Aid or OFC if Host member and CPR cards must be kept current. Each year the NSPS prescribed classroom first-aid and on-the-hill refreshers shall be completed.
- B. Complete skiing, sled handling, or other refresher requirements established by the Executive Board.
- C. Work at the Ski Swaps for a minimum total of 12 hours per season.
- D. Have and use the prescribed clothing and first-aid equipment as appropriate to their patrol section.
- E. Participate in one other ski patrol project such as a committee, work detail, or other activity approved by the Patrol Representative or Assistant Patrol Representative(s).
- F. A patroller shall serve a minimum of three (or more as required because of low membership) weekend or vacation days per calendar month of operation at Hoodoo except those assigned duty days when the area is not operating, unless modified by the Executive Board.
- G. Submit the required dues at the beginning of the season.

Section 5: Any member who fails to meet the minimum standards as outlined in Section 4 of this article shall forfeit voting and season pass privileges.

Section 6: A patroller may miss up to two calendar days per season upon submitting written reason for such failure to the Executive Board, and the Board deems the reason adequate. At its discretion, the Board may request the patroller to appear before it and may require the duty days be made up.

Section 7: The Executive Board shall review Hill Chief reports monthly and upon determining that two or more duty days have been missed without adequate reason by any member shall notify such member of suspension of voting and season pass privileges for the remainder of the season.

Section 8: In the event of reoccurring or continuing failure to meet assigned duty days, the Executive Board may place such patroller on Inactive status, and the Executive Board, in its sole discretion, may condition such patroller's return to Active status upon such patroller's compliance with Section 9 of this Article II.

Section 9: Inactive members have no ticket privileges. A patroller moving from Inactive status to Active status shall meet all NSP requirements and make written application to the Executive Board, and the Executive Board must approve of such patroller's return to Active status. Any patroller moving from Inactive status to Active status shall take and pass a skiing (Alpine and/or Host and/or Nordic), sled handling (Alpine) and first-aid problem (Base Patroller, Nordic, Host, and Alpine) to be administered by the Training Chair, or designated representative, if the inactive period had been longer than six months.

Section 10: Notwithstanding sections 4, 5, 6, 7, 8, and 9 of this article, the Executive Board retains the right to waive any of the herein referred to requirements for any member when special circumstances dictate such treatment; however, three-fourths vote of the Board shall be required.

Section 11: A member may be expelled from the patrol for conduct that reflects negatively on the patrol. Such an expulsion may be effective following a three-fourths vote obtained by secret ballot by those

present at a General Patrol meeting provided that a quorum is present. Said member shall have the right to appear before the membership and be heard.

Section 12: The Executive Board may move any patroller to Inactive status for conduct the Executive Board deems detrimental to the welfare of the patrol by a three-fourths vote of Executive Board voting members present at any Executive Board meeting. Provided that such patroller personally appears at the next General Patrol meeting at which a quorum is present, the presiding officer shall move to expel such patroller for conduct deemed to be detrimental to the welfare of the patrol pursuant to Article II, Section 11. Unless the patroller is expelled as a member of the patrol at such General Patrol meeting, then immediately thereafter, such patroller shall be reinstated to Active status. If such patroller does not personally appear at the next General Patrol meeting at which a quorum is present, then such patroller shall automatically be expelled as a member of the patrol, effective as of the close of such General Patrol meeting, without any further action of the patrol.

ARTICLE III: HOST SECTION

Section 1: The Host Unit will operate under the guidance of Santiam Pass Ski Patrol and Hoodoo Ski Area Management.

Section 2: Roles and responsibilities will be outlined in the Host Unit Policies and Procedures and the Memorandum of Understanding that is specific to the Host Unit and Hoodoo Ski Area Management.

Section 3: The Host Unit Representative will be a non-voting member of the Executive Board of Santiam Pass Ski Patrol.

ARTICLE IV: PAID SECTION

Section 1: The purpose of the Paid section shall be to make membership in the National Ski Patrol available to ski patrolling employees of Hoodoo Ski Area.

Section 2: In addition to being a full-time or part-time ski patrolling employee, an applicant for the Paid section must also:

- A. Possess current OEC, OET, and CPR certification as required by NSPS. Each year the NSPS prescribed classroom first-aid and on-the-hill refreshers shall be completed.
- B. Submit the required dues at the beginning of the season.

Section 3: Membership in the Paid section shall be accomplished when the requirements of Section 2, Article IV, are met and does not require a vote by volunteer members.

Section 4: Membership in the Paid section shall terminate upon expiration of NSPS registration.

Section 5: None of the requirements or responsibilities listed in Article II sections 1 through 10 shall pertain to members of the Paid section.

Section 6: The Director of the Paid Ski Patrol shall be an ex-officio, non-voting member of the Executive Board.

ARTICLE V: MEETINGS

Section 1: General Patrol meetings shall be held following the OEC first-aid refresher; the on-the-hill refresher; within four weeks of the completion of the ski season; and at such times, dates, and places as determined by the Executive Board. A General Patrol meeting can be called by a written petition signed by a majority of the voting members.

Section 2: Patrol meetings shall be presided over by the Patrol Representative, or in his or her absence, by one of the Assistant Patrol Representatives, or in their absence, by the Secretary. In the event that none of these officers shall be present, a majority of the members in attendance shall elect a presiding officer pro-tem. Matters presented at any meeting shall be resolved with a majority vote of the members in attendance except as otherwise provided in these By-Laws. Minutes of all business transacted shall be kept by the Secretary or in his or her absence by such members as shall be designated by the presiding officer.

Section 3: A quorum shall consist of sixty percent of the voting members of the patrol.

Section 4: The last General Meeting of the patrol during the patrol year shall occur within four weeks of the season closure of Hoodoo and will be the election meeting of the patrol.

ARTICLE VI: OFFICERS

Section 1: At the meeting prior to the election meeting of the patrol, a nomination committee consisting of three members shall be elected by a vote of the members present. The nominating committee shall select two candidates for each office in the patrol. The names of the members selected shall be presented to the patrol during the election meeting. Other members may be nominated from the floor at this meeting. The election shall be by secret ballot with the newly elected officers assuming their responsibilities on June 1.

Section 2: The Executive Board will be composed of members elected by the General membership and members appointed by the Patrol Representative as follows:

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| a. Patrol Representative | -elected for a two-year term |
| b. Secretary | -elected for a two-year term. |
| c. Treasurer | -elected for a two-year term. |
| d. Alpine member-at-large | -elected for a two-year term/even |
| years. | |
| e. Nordic member-at-large | -elected for a two-year term. |
| f. Alpine member-at-large | -elected for a two-year term/odd |
| years. | |
| g. Patroller member-at-large | -elected for a two-year term. |
| h. Outdoor Emergency Care (OEC) Chair | -appointed for a two-year term. |
| i. Outdoor Emergency Transportation (OET) Chair | -appointed for a two-year term. |
| j. Hill Chief Chair | -appointed for a two-year term. |
| k. Training Chair | -appointed for a two-year term |

Section 3: All members of the Executive Board shall have equal voting rights except the Patrol Representative who shall vote only in case of a tie.

Section 4: The Patrol Representative will appoint one but no more than two Assistant Patrol Representatives, with each Assistant Patrol Representative to be from different sections of the patrol if more than one Assistant Patrol Representative is appointed. The Assistant Patrol Representative(s) will be non-voting members of the Executive Board.

Section 5: The Patrol Representative shall preside at the meetings of the patrol and of the Executive Board, and shall be responsible for the implementation of the administrative affairs of the patrol.

Section 6: In the event a patrol office becomes vacant, the Patrol Representative will appoint a replacement. However, if the office is an elected office, an election shall be held either at a General Patrol meeting or via an e-mail ballot to ratify the appointment if there are more than six months left in the unexpired term.

Section 7: Executive Board meetings shall be held monthly.

Section 8: Unless otherwise specified in these By-Laws, all decisions of the Executive Board shall be by a majority vote of all Executive Board members voting on a matter.

Section 9: There is no quorum requirement for any action taken by the Executive Board at any monthly meeting of the Executive Board.

Section 10: When matters requiring Executive Board decisions are time sensitive and require action before the next scheduled monthly meeting of the Executive Board, such matters will be addressed in electronic session as follows:

A) The Patrol Representative will electronically notify all members of the Executive Board and all committee chairs, outlining the issue and indicating a time frame within which he/she would like the matter to be addressed, and inviting comments to be submitted via email to all Executive Board and committee chairs (using “reply to all” or other similar email tool so that all comments are sent to all Executive Board and committee chairs) from members of the Executive Board and committee chairs. The notification will include a time period for electronic discussion, and a deadline for a vote to be sent via email by the individual members of the Executive Board to the Patrol Representative, with a copy to the Secretary. The Patrol Representative shall set the time period for electronic discussion, and the deadline for the vote, taking into account the speed by which a decision of the Executive Board is needed.

B) A majority of the votes received by the Patrol Representative by the deadline for submitting votes shall decide the matter. Once the deadline for the vote has expired, the Patrol Representative will tally all votes submitted, and then communicate the results to the Executive Board, all committee chairs, and the party(s) directly affected by the Executive Board action.

C) The Patrol Representative shall make a report on the matter at the next board meeting, with such report and the results of the vote to be made part of the minutes and as such become an official part of SPSP archives.

Section 11: Voting members of the Executive Board may serve two consecutive two year terms. After serving two consecutive two year terms the member may not resume the same position on the Executive Board until another member has served a minimum of one two year term in that position. In the situation there is no available member to fill the position, with the approval of the Patrol, a member may continue in role, this may continue in perpetuity with approval of the Patrol. Additionally, the following members of the Executive Board must have an understudy, that is approved by the Patrol Representative, during their term or terms to ensure their position can be effectively filled upon end of term or in the case of an unexpected absence.

- Members requiring an understudy.
 - Patrol Representative – the understudy may be the Assistant Patrol Representative

- Secretary
- Treasurer
- OET Chair
- OEC Chair
- Training Chair
- Hill Chief Chair

ARTICLE VII: BOARDS

Section 1: The Executive Board is the governing body of the patrol. It shall determine policies and assume overall operation of the patrol. Decisions of the Executive Board can be challenged at a General Patrol meeting by twenty percent (20%) of the membership in attendance at the meeting. Any issue receiving twenty percent support will then be acted upon by a majority vote of the members present at that meeting.

Minutes will be kept at all Executive Board meetings and will be available to any member of the patrol.

Section 2: An auditing committee consisting of two members appointed by the Patrol Representative will review the financial records and will report at or before the October Executive Board meeting.

ARTICLE VII: AMENDMENTS

Section 1: These By-Laws may be amended by a majority vote at any General Meeting of the patrol provided that any such amendment shall have been presented at the preceding meeting of the patrol or published on the *Santiam Pass Ski Patrol* website (santiampsp.org) with notification to the patrol no less than 10 days prior to voting.

ARTICLE VIII: NATIONAL SKI PATROL SYSTEM

Section 1: The Santiam Pass Ski Patrol is a part of the National Ski Patrol System, Inc. and as such is subject to the rules and regulations of the parent organization.

Last Amended April 24, 2024