

# **SOCIETY OF MEDICOLEGAL DEATH INVESTIGATORS™**

## **BYLAWS**

### **PREAMBLE**

Section 1. Name: The name of the organization is the Society of Medicolegal Death Investigators™ herein also referred to as "**SOMDI**." It is incorporated as a nonprofit organization in the State of Missouri.

Section 2. Location: The Corporate office of SOMDI shall be located in St. Louis, MO and/or such other location(s) as determined by the SOMDI Board of Directors.

Section 3. Purpose: The Corporation is organized to provide scientific forensic death investigation training and educational opportunities to medicolegal death investigators, being those individuals who investigate violent, suspicious, sudden and/or unexpected deaths to assist in the determination of a decedent's cause and manner of death and who are employed by medicolegal jurisdictions and/or individuals who are currently certified and are in good standing with the American Board of Medicolegal Death Investigators (ABMDI).

## **ARTICLE I**

### **Membership**

Section 1. Class: There shall be one class of membership: Individual

Section 2. Acceptance Process/Qualifications: Membership may be granted to those medicolegal death investigators employed by medicolegal jurisdictions and/or those currently ABMDI certified that support the mission and purposes of the organization and who pay the annual dues as set by the Board of Directors. Members shall have voting rights.

There shall be a standing Membership Committee (see Article V, Section 3b) that shall review membership applications and recommend acceptance, rejection, or deferral to the Board of Directors.

Section 3. Eligibility to Hold Office: Members shall be eligible to hold any elected SOMDI office.

Section 4. Dues/Obligation of Members: The annual dues period shall be the calendar year January 1 to December 31. Members whose dues are not paid prior to April 1 of each year shall be placed on inactive status for non-payment of dues. Members who are inactive may renew their membership prior to the end of the calendar year in which they were dropped. They will be subject to review for verification of employment status and may be required to submit a new application, including an application fee, and pay all monies in arrears in accordance with rules noted in the Policy and Procedure Manual. Dues obligations shall be as determined from time to time by the Board of Directors.

Section 5. Resignation: Resignations are effective upon receipt of written notification by the SOMDI Secretary/Treasurer.

Section 6. Hold Harmless: An applicant shall hold free SOMDI, its officers, board and committee members, examiners, staff, servants and agents from any claim, damage or liability by reason of action, they or any of them may take in respect to this membership application, including but not limited to, the failure of SOMDI to accept his/her application or revoke his/her SOMDI membership.

## **ARTICLE II**

### **Code of Ethics and Conduct**

Section 1. The Code: As a means to promote the highest quality of professional and personal conduct of its members, the following constitutes the Code of

Ethics and Conduct which is endorsed and adhered to by the members of SOMDI.

- a. Members shall refrain from exercising professional or personal conduct adverse to the best interests and objectives of SOMDI. The objectives stated in the Preamble to these bylaws include promoting education, training and professional certification for medicolegal death investigators.
- b. No member of SOMDI shall materially misrepresent his or her education, training, experience, area of expertise or membership status within SOMDI.
- c. No member shall materially misrepresent data or scientific principles upon which his or her conclusion or professional opinion is based.
- d. No member shall issue public statements that appear to represent the position of SOMDI without specific authority in writing first obtained from the SOMDI Board of Directors.

Section 2. Member Liability: Any member who has violated any of the provisions of the Code of Ethics (Article II, Section 1) may be liable to censure, suspension or expulsion by action of the Board of Directors, as provided in Section 6 below.

Section 3. Investigative Body: There shall be constituted a standing Ethics Committee (see Article V, Section 3a), the primary function of which shall be:

- a. To order and/or conduct investigations and, as necessary, to serve as a hearing body concerning conduct of individual members which may constitute a violation of the provisions of Article II, Section 1.
- b. To act as an advisory body, rendering opinions on contemplated actions by individual members in terms of the provisions of Article II, Section 1.

Section 4. Investigation Initiating Action: The following are the principal forms by which the Ethics Committee may initiate investigative action:

- a. A member of SOMDI may submit a written complaint alleging violation(s) of Article II, Section 1, by a member to the SOMDI office (See Article II, Section 5, Rules and Procedures, below) or the Chair of the Ethics Committee. Such a complaint should be made in a timely manner.
- b. The Ethics Committee may institute an inquiry based on any evidence that may come to its attention from any source which in its opinion indicates the need for further query or action under the provisions of these bylaws.

Section 5. Rules and Procedures: The following procedures shall apply to any allegation of unethical conduct against a member of SOMDI.

- a. Allegations of unethical conduct against a member received by SOMDI shall be transmitted promptly to the Chair of the Ethics Committee.
- b. The Ethics Committee shall formulate internal Rules and Procedures designed to facilitate the expeditious, fair, discreet and impartial handling of all matters it considers. The Rules and Procedures shall be subject to the approval of the Board of Directors.
- c. The Ethics Committee shall determine whether the alleged unethical conduct falls within its jurisdiction and whether there is probable cause to believe that the allegation is well founded.
- d. If the Ethics Committee, in its preliminary determination, finds that it does not have jurisdiction or that there is a lack of probable cause to believe that the allegation is well founded, it shall close the case. It shall issue a report of such determination to the Board of Directors, setting forth the basic facts but omitting the names of the parties, and stating the reasons for its decision to close the case. Notice of the allegation, including the source and its disposition, shall be given to

the accused. Notice of the disposition shall be given to the complainant(s).

- e. If the Ethics Committee finds that it has jurisdiction and that there is probable cause to believe that the allegation is well founded, it shall give notice of the filing of the allegation and its sources to the accused. In accordance with Rules and Procedures formulated by the Ethics Committee and approved by the Board of Directors, the Committee shall assemble such information from both the accused and the complainant(s) which shall permit it to determine whether the allegation requires further action.
- f. The Ethics Committee may appoint a SOMDI member or members to investigate the allegation and/or to present the evidence to the Committee.
- g. If based on the results of the investigation, the Ethics Committee decides to dismiss the allegation without a formal hearing, it may do so. It shall notify the accused and the complainant(s) of its decision and shall issue a report to the Board of Directors setting forth the basic facts and stating the reason(s) for its decision, but omitting the names of the accused and complainant(s).
- h. If the Ethics Committee decides to formally hear the case, it shall give the accused a reasonable opportunity to attend and be heard. The complainant(s) shall also be given a reasonable opportunity to be heard. Following the hearing, the Committee shall notify the accused and the complainant(s) of its decision. The Ethics Committee shall also submit a report on its decision to the Board of Directors. If the Committee finds unethical conduct, the report shall include the reasons for its decision, and any recommendations for further action by the Board. The accused may also submit to the Board of Directors a written statement regarding what sanctions, if any, should be imposed.

- i. If the Ethics Committee's decision is that unethical conduct on the part of the accused member has occurred, the Board of Directors shall review the report, and ratify or overturn the decision, or remand the case to the Committee for further action. If the Board of Directors ratifies the Committee's decision, it shall also review any written submission provided by the member found to be in violation of the Code. The member may then, upon a vote of three-fourths of the members of the Board present and voting, be censured, suspended or expelled. The nature and conditions of any sanction must be provided to the member. A suspended member may only be reinstated by the procedure set forth in Article II, Section 6.
- j. A member who has been found in violation of the Code of Ethics has the right to appeal the actions of the Board of Directors to the membership of SOMDI. To initiate an appeal, the member must file a brief written notice of the appeal, together with a written statement, with the SOMDI Secretary/Treasurer not less than one hundred twenty days prior to the next SOMDI Annual Business Meeting.
- k. The Board of Directors shall then prepare a written statement of the reasons for its actions and file the same with the SOMDI Secretary/Treasurer not less than forty days prior to the next SOMDI Annual Business Meeting.
- l. Within twenty days thereafter, the SOMDI Secretary/Treasurer shall mail, by trackable mail format, to each SOMDI voting member a copy of the appellant's notice of appeal and supporting statement, and a copy of the Board of Directors' statement.
- m. A vote of three-fourths of the members present and voting at the SOMDI Annual Business Meeting shall be required to overrule the action of the Board of Directors in regard to censure, suspension or expulsion of a member.

n. No member of the Board of Directors who is the subject of an Ethics Committee investigation, or who has any other conflict of interest, shall participate in any matter before the Board concerning ethics.

Section 6. **Suspension of Members:** Members who have been suspended may apply to the Board of Directors for reinstatement once the period of suspension is completed. A suspended member shall not be required to pay dues during the period of suspension. If reinstated, the required annual dues payment shall be a pro-rated amount for the period of suspension.

## **ARTICLE III**

### **Meetings**

Section 1. **Annual Meetings:** After the initial startup period, an annual membership meeting shall be held once a year. The meeting shall be held at such date, time and place as determined by the Executive Committee in consultation with the Board of Directors. At the annual meeting there will be an educational program, administration of membership matters, election of officers and the transaction of such business as may be necessary. Notice of such meeting shall be mailed in any form and by whatever means, including electronic mail (e-mail), to the last recorded address of all members ten (10) to fifty (50) days prior to the meeting. Other meetings may be called at the discretion of the Board of Directors.

Section 2. **Board of Directors Meeting:** The Annual Meeting of the Board of Directors shall be held prior to the SOMDI Annual Business Meeting. Special meetings may be called at any time by the President or the majority of the Board of Directors upon notification to the SOMDI Secretary/Treasurer of the time, place and purpose of the meeting.

Board of Directors may participate in a meeting of the Board of Directors by means of conference telephone or similar communications equipment

whereby all persons participating in the meeting can hear each other, and participation in a meeting in this manner shall constitute presence in person at the meeting.

Section 3. Action Without a Meeting: Action required or permitted by law to be taken at a Board of Directors meeting may be taken without a meeting if the action is taken by all members of the Board. The action shall be evidenced by one or more written consents describing the action taken, signed by each Board member, and included in the minutes filed with the corporate records reflecting the action taken. Such action shall be effective when the last Board member signs the consent, unless the consent specifies a different effective date.

Section 4. Deliberations of the Organization: "Roberts Rules of Order, Newly Revised" shall determine parliamentary practice in all cases when such usage shall not be in conflict with these bylaws or the laws of the state of incorporation.

Section 5. Special Meetings: Special meetings of the Board of Directors may be called by the President, the Secretary/Treasurer or 40% of the Board of Directors on not less than two day's notice to each Board member, personally or by first class mail, telegram, telephone, e-mail or facsimile. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board of Directors need be specified in any notice or waiver of notice of such meeting.

Section 6. Executive Committee Meetings: After the initial start-up period, the Executive Committee shall meet prior to the Annual meeting of the Board of Directors and at least once between annual Business meetings at the call of the President.

Section 7. Quorums and Voting

a. Quorum:

1. After the initial start-up period, at the Annual Business Meeting of SOMDI, a quorum shall consist of five (5) percent of the total number of members.
2. After the initial start-up period, all Board of Directors or SOMDI committee meetings, a quorum shall consist of thirty (30) percent of that body's members.
3. The receipt of mailed votes from one hundred (100) percent of the total number of members of the Board of Directors shall constitute a quorum for the transaction of business by mail or e-mail.

b. Voting:

1. Active members in good standing shall be eligible to vote on SOMDI matters at the Annual Business Meeting.
2. Members may not vote on matters pertaining to their own membership nor may the accused parties vote on matters concerning their ethical conduct.
3. At the Board of Director's meeting, each Board member shall be entitled to one (1) vote. Voting by mail or e-mail shall be permitted. A unanimous vote of the Board of Directors shall be required to take action by mail. Such action taken shall be effective when all Board members have voted unless the action specifies a different effective date. A vote to remove a Board member shall be conducted by virtual or in-person meeting. If the office of Secretary/Treasurer is held by one person, that person may have one vote on the Board of Directors.
4. To amend bylaws, three-fourths (3/4) vote members in good standing at the Annual Business Meeting of SOMDI is required.
5. To overturn the Board of Directors on a Removal from Office matter (See Article IV, Section 11b), a two-thirds (2/3) vote of

members in good standing at the Annual Business Meeting of SOMDI is required.

6. To overturn the Board of Directors on an Ethics Case (see Article II, Section 5), a three-fourths (3/4) vote of members in good standing at the Annual Business Meeting of SOMDI is required.
7. All other motions at the Annual Business Meeting of SOMDI, at special meetings, at Board of Directors or any committee meeting, a majority in favor of the motion is required.

c. Cumulative and Proxy Voting: Neither cumulative nor proxy voting is permitted in SOMDI.

## **ARTICLE IV**

### **Officers and Management**

#### Section 1. Officers

- a. Elected Officers: The elected officers of the SOMDI shall be the President, Vice President, and Secretary/Treasurer. These officers shall be elected at the Annual Business Meeting of SOMDI. Each officer shall hold office for one (1) year and until that officer's successor has been elected and qualified. The term of the office shall begin on January 1 of the following year. Officers may not serve in their office for more than three (3) consecutive years.
- b. Appointed Officers: The Board of Directors may appoint such additional officers of SOMDI as are necessary to ensure the proper management of SOMDI affairs. The SOMDI Executive Director shall be appointed as an Assistant Secretary/Treasurer (see Article IV, Section III).

#### Section 2. SOMDI Management

- a. Board of Directors: The general management of SOMDI, including the acquisition of funds by which to operate SOMDI, shall be the responsibility of the Board of Directors. The Board shall consist of the SOMDI Officers and eight or more members who have been elected by the membership at the Annual Business Meeting. The term of office for each director is three (3) years, beginning on January 1 of the year following the Annual Business Meeting at which the director was elected. Election of directors shall occur at staggered yearly intervals according to a plan of rotation established by the Board of Directors. At the initial start-up period, twelve (12) members will be appointed by the SOMDI President to staggered terms of one, two or three years. After the initial start-up period, each director shall hold office for a term of three (3) years not to exceed nine (9) consecutive years. After the initial start-up period, the Immediate Past President shall serve as the Chair of the Board and shall have the title of Chair of the Board. At the start-up, the President shall serve as the Chair of the Board of Directors until such time as there is an Immediate Past President.
- b. Executive Committee
  1. The Board of Directors shall have an Executive Committee empowered to act for and on behalf of the Board on matters that require urgent action between meetings of the Board and to accomplish other specifically designated tasks. Actions taken by the Executive Committee shall be reported to the Board as soon as practical, shall be subject to review and ratification by the Board, and shall be recorded in the minutes of the Board of Directors.
  2. The Executive Committee shall consist of six (6) members of the Board of Directors: President, Vice President, Secretary/Treasurer, Immediate Past President/Chair of the Board and two Board of Directors to be elected annually by the

Board of Directors as their representatives on the Executive Committee. The Directors shall also elect two (2) Executive Committee Alternate Board of Directors. The President shall serve as the Chair of the Executive Committee. A vacancy on the Executive Committee shall be filled by the first alternate Board member who shall serve until the next annual meeting.

### Section 3. Management Assistance

- a. After the initial start-up period, the Board of Directors may authorize employment of such staff as are necessary for the effective management of SOMDI affairs. One such staff member shall have the title of "Executive Director" and shall be the Chief Executive Officer of SOMDI. The specific conditions of these appointments shall be determined by the Board of Directors in furtherance of the best interest of SOMDI. The Executive Director shall be responsible to the Board of Directors for the executive and management functions of SOMDI except that the Executive Director shall not be involved in the activities of Ethics, Membership or Nominating Committees other than to provide administrative support. The Executive Director shall report to the Board of Directors and shall attend Board meetings but shall not be a voting member thereof.
- b. As directed by the President and/or Secretary/Treasurer, the Executive Director shall have custody of the corporate funds and securities, shall keep full and accurate account of receipts and disbursements in books belonging to the corporation, shall deposit all monies and other valuable effects in the name and to the credit of the corporation in such depositories as may be designated by the Board of Directors. S/he shall disburse the funds of the corporation as directed by the Secretary/Treasurer or as may be ordered by the Board, taking proper vouchers for such disbursements, and shall render to the President

and Board at regular meetings of the Board, or whenever they may require it an account of all transactions and of the financial condition of the corporation.

Section 4. Appointment of Officers, Terms of Offices: After the initial startup period, the officers shall be elected by the membership at the annual membership meeting.

- a. New offices may be created and filled at a meeting of the Board of Directors.
- b. The Board may appoint a designee or designees to act as SOMDI spokesperson(s). The specific conditions of this (these) appointment(s) shall be determined by the Board of Directors in furtherance of the best interests of SOMDI. The SOMDI spokesperson shall report to the Board of Directors and shall attend Board meetings but shall not be (a) voting member(s) thereof, unless otherwise (a) voting member(s).

Section 5. Duties of the President: The President shall be the chief executive officer of the corporation and shall be the Chair of the Board of Directors. The President shall preside at the meetings of SOMDI, Board of Directors and Executive Committee, and shall perform such duties as customary, parliamentary usage, the Board of Directors or the SOMDI Policy and Procedure Manual may require. The President may be one of the officers empowered to sign checks and drafts of SOMDI.

Section 6. Duties of the Vice President: The Vice President shall be the second-ranking elected officer of SOMDI and shall assist the President in the performance of his or her duties. The Vice President shall be the Chair of the Membership Committee. He or she shall act upon the direction of the Board of Directors to discharge the duties of the presidential office in the event of the President's absence, disability, or refusal to act. If the office of President becomes vacant for any reason, the Vice President shall

succeed to the presidency until the expiration of the term for which his or her predecessor was elected and for the term of one year thereafter.

Section 7. Duties of the Secretary/Treasurer: The Secretary/Treasurer, in conjunction with the Executive Director – serving as an appointed Assistant Secretary/Treasurer, shall be responsible for the official minutes of SOMDI, give notice to members of the date, time and agenda of SOMDI meetings, and shall perform or supervise the execution of such additional tasks as assigned by the Board of Directors.

The Secretary/Treasurer shall be responsible for proposing an annual budget to the Board of Directors, shall keep account of, make periodic reports on and safeguard SOMDI funds as provided by the Board of Directors in accordance with accepted accounting methods and procedures. He or she will have cause to have prepared a compilation or audit of SOMDI financial records. The Secretary/Treasurer shall have custody of the corporate funds and securities, shall keep or cause to be kept full and accurate accounts of receipts and disbursements in books belonging to the corporation, shall deposit all monies and other valuable effects in the name and to the credit of the corporation in such depositories as may be designated by the Board of Directors and shall perform such other duties as the Board may prescribe. The Secretary/Treasurer shall disburse the funds of the corporation as may be ordered by the Board, taking proper vouchers for such disbursements, and shall render to the President and Board of Directors, at the regular meetings of the Board, or whenever they may require it, an account of all his/her transactions as Treasurer and of the financial condition of the corporation.

If required by the Board of Directors, the Secretary/Treasurer shall give the corporation a bond in such sum and with such surety or sureties as shall be satisfactory to the Board for the faithful performance of the duties

of his/her death, resignation, retirement or removal from office, of all books, papers, vouchers, money and other property of whatever kind in his/her possession or under his/her control belonging to the corporation.

Section 8. Duties of the Immediate Past President, Chair of the Board: The Immediate Past President shall be the Chair of the Board for one year immediately following his or her term of office as President. The Immediate Past President/Chair of the Board shall undertake such other duties or tasks as may be assigned by the President or Board of Directors.

Section 9. SOMDI Records/Access: The SOMDI Administrative Office is the only authorized repository for SOMDI archives, files, books and records.

- a. Upon vacating a SOMDI office or committee for whatever reason, the past office holder or committee chair or member shall turn over all such documents to the SOMDI Administrative Office for safekeeping. SOMDI shall keep as permanent records minutes of all meetings of its Board, a record of all actions taken by the Board without a meeting and a record of all actions taken by committees of the Board.
- b. The files of the Ethics Committee shall be exempt from the provisions of this section.
- c. The SOMDI archives, files, books and records shall be open at all times for inspection and examination by any member of the Board of Directors.

Section 10. Vacancy in Office

Elected SOMDI Officer or Board of Director: Any vacancy of an elected SOMDI officer or Board of Director, except that of President, shall be appointed by the President for the remainder of the term. This includes vacancies existing by reason of resignation, death, incapacity or removal before the expiration of an officer or director's term. A member chosen to fill a vacancy shall serve the unexpired term of that officer or director's

predecessor in office. The record of the appointment shall be kept by the Secretary/Treasurer.

**Section 11. Resignation or Removal**

a. **Resignation:** Any elected SOMDI officer or member of the Board of Directors may resign at any time by giving written notice to the President or Secretary/Treasurer.

b. **Removal:** Any elected SOMDI officer or member of the Board of Directors may be removed from office, after due process, by three-fourths (3/4) vote of the Board of Directors.

**Section 12. Remuneration:** No elected officer of SOMDI or member of the Board of Directors shall, directly or indirectly, receive any salary or compensation for his or her services as such officer or Board of Director. However, an Officer, Board of Director or committee member may be reimbursed for reasonable expenses incurred in the performance of duties, provided the amount of such reimbursement is specific and approved in advance by the Board of Directors.

## **ARTICLE V**

### **Committees and Advisory Boards**

**Section 1. Committees:** The President may establish SOMDI committees which may be deemed necessary or desirable.

a. Committees shall be composed of a minimum of three (3) persons which, except for the Executive Committee, may include non-Board members.

b. The President may appoint the committee chair; establish such procedures to govern the committee's activities and delegate thereto such authority as may be necessary or desirable for the efficient

management of the property, affairs, business, and activities of SOMDI.

- c. The President may appoint committees and any other ad hoc committees.
- d. The President may establish Advisory Boards.

Section 2. Size, Duration, and Responsibilities: The size, duration and responsibilities of such boards and committees shall be established by the President and approved by the Executive Committee and may be dissolved in like manner when deemed necessary by the Executive Committee.

Section 3. Standing Committees: In addition to the Board of Directors and the Executive Committee, SOMDI shall have standing committees as listed below.

- a. Ethics Committee: This committee shall serve as an investigative, hearing and advisory committee as heretofore presented. The Ethics Committee shall be composed as follows:
  - 1. At the initial start-up period, five (5) members will be elected by the Board of Directors to staggered terms of one, two, or three years.
  - 2. After the start-up period, the length of each term will be three years.
  - 3. After the start-up period, the Ethics Committee shall annually elect its own Chair from among its members.
  - 4. The Ethics Committee shall submit requests to the Board of Directors on a case-by-case basis for funds to conduct investigations and hearings.
  - 5. No person currently accused of a code of ethics or conduct violation shall serve on the Ethics Committee.
  - 6. Each member of the committee shall have one (1) vote and a decision shall be made by the majority of the committee.

b. **Membership Committee:** There shall be a Membership Committee that shall review membership applications and will recommend acceptance, rejection or deferral to the Board of Directors.

This committee shall serve as advisors to the Board of Directors on such membership policy matters as may be assigned to it.

1. The Membership Committee shall consist of the Vice President who will serve as the Chair of the Committee and at least two (2) SOMDI members.
2. The Membership Committee shall meet at the call of the Chair and make recommendations to the Board of Directors for the acceptance of applicants at the annual meeting and at any other time requested by the President.
3. Each member of the committee shall have one (1) vote and decision shall be made by the majority

c. **Nominating Committee:** This committee shall annually recommend a slate of members for the elected offices of SOMDI.

1. The Nominating Committee shall be composed of a minimum of five SOMDI members in good standing. The President shall appoint the Chair and members of the Nominating committee.
2. The Nominating Committee shall submit its initial report to the Secretary/Treasurer at least three months prior to the annual meeting. That report shall contain at least one nominee for each elected office of SOMDI – to include three officer positions and one-third of the Board of Directors whose terms are expiring. The report of the Nominating Committee shall be sent by mail or e-mail to the membership at least two months before the annual meeting.
3. Each Nominating Committee member shall have one (1) vote and a decision shall be made by the majority.

4. The Nominating Committee shall accept petitions from the membership for nomination of member(s) in good standing to any elected office of SOMDI.
  - a. Nominations for any elected office of SOMDI may be made by petitions delivered to the Nominating Committee on or before three months prior to the annual meeting.
  - b. Nomination petitions shall state the name of the nominee, the office sought by the candidate, a certificate stating that the candidate is an active SOMDI member in good standing, and the candidate's current Curriculum Vitae (CV) or resume.
  - c. The second report of the Nominating Committee listing all of the nominees for election shall sent by mail or e-mail to the membership one month prior to the annual meeting and shall include a biography of each candidate.
  - d. Nominations for any elective office may be made from the floor during the SOMDI Annual Business Meeting.
  - e. All persons nominated through the process noted in 3 and 4 above, shall be considered candidates for the office for which they are nominated and so reported to the Secretary/Treasurer.
- d. Program Committee: This committee is responsible for the Educational Program at the SOMDI Annual Meeting. Programming should include, but not limited to, virtual training workshops, in-person workshops, and educational opportunities in association with other forensic conferences as deemed appropriate by the committee throughout the year.

The Program Committee will be composed of two (2) Co-Chairs and at least three (3) SOMDI members appointed by the Vice President. The term length of each term will be three years.

- e. Policy and Procedures & Bylaws: This committee shall be responsible for developing and maintaining the Policy and Procedure Manual and revising the Bylaws and shall serve as advisors to the Board of Directors on such bylaws and policy and procedure matters as may be assigned to it.

The Policy and Procedures Committee will be composed of a Chair, and five (5) SOMDI members appointed by the President. After the initial startup phase, two committee members will be appointed by the President annually. The length of each term will be three years.

- f. Strategic Planning Committee: This committee shall act as an advisor to the Board of Directors on matters associated with long term and strategic planning decisions that may be assigned to it. After the initial startup period, the Strategic Planning Committee shall be composed of the following:
  - 1. Nine (9) members: six of whom are appointed by the Board of Directors from among SOMDI membership in good standing. The remaining three members shall be appointed by the President from among the membership in good standing. Two members shall be appointed annually by the Board of Directors and one member will be appointed by the President annually.
  - 2. After the initial startup period, the length of each term shall be three years.
  - 3. Each member may serve no more than three consecutive terms.
  - 4. After the initial startup period, the Strategic Planning Committee Chair shall be appointed by the SOMDI President annually.

g. Education and Training Committee: This committee shall be responsible for identifying and evaluating educational and training opportunities currently available to medicolegal death investigators, identifying funding sources for training and educational pursuits and developing educational and training courses/workshops/seminars for medicolegal death investigators and shall serve as advisors to the Board of Directors on such education and training matters as may be assigned to it.

The Education and Training Committee will be composed of its Chair, and five (5) SOMDI members appointed by the President. After the initial startup phase, two committee members will be appointed by the Board of Directors annually. The length of each term will be three years.

h. Communications & Technology Committee: This committee shall be responsible for maintaining the SOMDI website, maintaining its relevance and suggesting improvements to the site ([www.somdi.org](http://www.somdi.org)) and shall serve as advisor to the Board of Directors on such website and other communications matters as may be assigned to it. This committee will work closely with the Marketing and Publications Committee.

The Communications & Technology Committee will be composed of its Chair and two (2) SOMDI members appointed by the President. After the initial startup phase, one committee member will be appointed by the President annually. The length of each term will be three years.

i. Marketing & Publications Committee: This committee is responsible for identifying, conceptualizing and developing SOMDI marketing and publishing items to include advertising, marketing, training and educational materials. This committee will work closely with the

Communications & Technology committee to ensure current marketing information is placed onto the SOMDI website. It shall serve as advisor to the Board of Directors on such website and other communications matters as may be assigned to it.

The Marketing & Publications Committee will be composed of a Chair and five (5) members appointed by the President to serve as the marketing, public relations and publications functions for SOMDI. After the initial startup phase, two committee members will be appointed by the Board of Directors annually. The length of each term will be three years.

## **ARTICLE VI**

### **Funds and Expenditures**

- Section 1. Income and Expenditures: Funds for meeting the expenses of SOMDI shall be raised by annual dues, assessments, voluntary contributions, and such income as may come to SOMDI through the collective efforts of its members and staff. No financial obligation of SOMDI may be incurred by anyone or any group of members, except upon prior authorization of or allocation of funds by the Board of Directors. All disbursements shall be made by the Secretary/Treasurer or the Executive Director at the direction of the Secretary/Treasurer.
- Section 2. Annual Certified Audit/Compilation: Under the direction of the Secretary/Treasurer, an annual accounting of SOMDI financial records. shall be made by a certified public accountant. Said report shall be delivered to SOMDI membership prior to the SOMDI Annual Business Meeting.
- Section 3. Fiscal Year: The fiscal year of SOMDI shall be from January 1 through December 31 of each calendar year.

Section 4. Dissolution: Upon the dissolution of the corporation, the Board of Directors shall dispose of any assets remaining after all existing liabilities have been paid. Such assets shall be distributed in accordance with the Articles of Incorporation, namely to the American Board of Medicolegal Death Investigators.

Section 5. Indemnification: Each present and future board member and elective officers, whether or not then in office, shall be indemnified by SOMDI against expenses actually or necessarily incurred by or imposed upon him or her (including, but not without being limited to, judgments, costs and counsel fees) in connection with the defense of the action, suit or proceeding in which he or she is made a party by reason of being or having been a director or elective officer of SOMDI except in relation to matters as to which he or she shall be adjudged in such action, suit or proceeding to be liable for negligence or misconduct in the performance of duty for SOMDI. Such indemnification shall not be deemed exclusive of other rights to which such director or officer may be entitled, under any other bylaws, agreement, a vote of the members, or as a matter of law, or otherwise.

Section 6. Checks: All checks or demands for money and notes of the corporation shall be signed by the Executive Director and such person(s) designated by the Board.

## **ARTICLE VII**

### **Miscellaneous Provisions**

Section 1. Seal: The Corporation shall provide a corporate seal that shall have inscribed thereon the name of the corporation, the state of incorporation, and the Words "Corporate Seal."

Section 2. Logo: The organization shall have a logo that shall identify SOMDI.

## **ARTICLE VIII**

### **Amendments**

Section 1. Repeal or Amendment of Previous Bylaws: These bylaws shall become effective at the close of the meeting at which they are approved by the voting members.

Section 2. Amendment Procedure: Any part of these bylaws may be amended at the SOMDI Annual Business Meeting, provided that copies of each proposed amendment shall have been mailed or sent by other reliable device to all voting members at least thirty (30) days in advance of the annual meeting at which final action is to be taken. Any voting member may propose amendments by submitting a proposal for consideration by the Board of Directors, or by individually following the amendment procedure. It is the duty of the Board of Directors to publish such proposals as soon as possible after receipt.