

Constitution and By-Laws
of the
Police Jury Association of Louisiana, Inc.



2024

CONSTITUTION OF THE POLICE JURY ASSOCIATION OF LOUISIANA, INC.

ARTICLE I

The name of this body shall be the Police Jury Association of Louisiana. It shall have power to make and establish such By-Laws, Rules and Regulations for the proper management of its affairs as may be deemed necessary. The domicile of this Association shall be fixed by majority vote at any annual convention, or by majority vote of the executive board, should a move be contemplated between conventions.

ARTICLE II

The objectives of this Association shall be to promote and protect the interests of the several Police Juries of the State of Louisiana, and such Councils or Commissions operating as governing authorities in the parishes in lieu of a Police Jury; promote the welfare of the taxpayers, improve the administration of public affairs, and by mutual cooperation, to endeavor to secure proper legislation for the general good of the State of Louisiana, particularly as it pertains to parochial affairs.

ARTICLE III

Every Police Jury, or Parish Council or Parish Commission, organized under and in conformity with the laws of the State of Louisiana, may become a member of the Association by filing with the Executive Director of the Association its application, accompanied by a resolution of said governing authority setting forth its intentions, and upon payment of such dues or assessments as hereinafter provided for.

Any Parish Governing Authority failing to comply with or abide by the rules and regulations of the Association shall be dropped from the roll upon the direction of the Executive Board. Such parish, being under suspension, shall have the right to appeal its case to the general assembly, but shall not participate in the advantages and privileges until reinstated by two-thirds vote of the Association, or of the Executive Board.

Any parish may withdraw from membership in the Association, provided such parish shall have paid all dues and assessments for which it is liable.

ARTICLE IV

Any Police Jury, Council, or Commission shall be represented by delegates, to be elected by it, or the entire body may attend as delegates.

Each Parish shall be entitled to one vote in the Association, and on all questions, it shall require a majority of the votes present to carry a motion, except on a question of levying

assessments, when it shall require approval of two-thirds of the parishes. Proxies shall not be recognized.

ARTICLE V

Section A

The officers of this association shall consist of a president, first vice-president, second vice-president, third vice-president, executive director, and a treasurer. The president and three vice-presidents shall be elected by a majority vote at the annual convention. The other officers shall be selected by the Executive Board and serve at the pleasure of the Executive Board. All officers shall serve for a period of one year, or until their successors have been elected and qualified. The president shall not be eligible to succeed himself.

All individuals who intend to run for Executive Officers (President, First Vice-President, Second Vice-President, and Third Vice-President) of the Police Jury Association of Louisiana must provide a written letter of Notification to the PJAL Executive Director by January 10th of the year in which they are running (must be postmarked by January 10). After January 10th, no nominations from the floor will be allowed at the Annual Business Meeting except under extreme circumstances and specific criteria including but not limited to the following: death, resignation of office, legal matters, pending indictments, non-re-election, health issues, vacancy of the office, on-going investigations and criminal activity.

In the event an officer or candidate should find themselves or be found to be in a questionable position regarding their eligibility as the Annual Convention approaches, he/she will notify the PJAL Executive Director immediately. Upon notification by the Executive Director, the PJAL Active Past Presidents will approach said officer or candidate to discuss their situation. The PJAL Active Past Presidents shall then report to the PJAL Executive Board at its meeting held during the Annual Convention (prior to the Annual Business Meeting) if nominations from the floor will be opened or not for that given year.

If more than two individuals run for any position and one does not receive more than fifty percent (50%) of the vote for that office, then there shall be a run-off between the two (2) top candidates with the most votes.

Section B

The Association shall consist of eight (8) regions, designated as follows:

Region 1 - The Parish of Orleans

Region 2 - The Parishes of Jefferson, Lafourche, Plaquemines, St. Bernard, St. Charles, St. James, St. John the Baptist and Terrebonne.

Region 3 - The Parishes of Assumption, Iberia, Iberville, Lafayette, Pointe Coupee, St. Landry, St. Martin, St. Mary and West Baton Rouge.

Region 4 - The Parishes of Bienville, Bossier, Caddo, Claiborne, DeSoto, Lincoln, Natchitoches, Red River, Sabine and Webster.

Region 5 - The Parishes of Caldwell, East Carroll, Franklin, Jackson, Madison, Morehouse, Ouachita, Richland, Tensas, Union and West Carroll.

Region 6 - The Parishes of Ascension, East Baton Rouge, East Feliciana, Livingston, St. Helena, St. Tammany, Tangipahoa, Washington and West Feliciana.

Region 7 - The Parishes of Acadia, Allen, Beauregard, Calcasieu, Cameron, Evangeline, Jefferson Davis and Vermilion.

Region 8 - The Parishes of Avoyelles, Catahoula, Concordia, Grant, LaSalle, Rapides, Vernon and Winn.

The Regions shall be known as “Police Jury Regions.”

ARTICLE VI

There shall be elected an Executive Board to consist of twenty-two (22) members, one to be elected by the New Orleans Commission Council from their own membership to represent Region 1, one from each of the remaining seven (7) Police Jury Regions to be elected at the annual meeting of that region, six (6) at-large to be elected at the annual convention, the President of the Black Caucus-Louisiana Police Jury Association, the President of the Parishes Advocating for Coastal Endurance, the President of the Administrative Officials Organization and the President of the Parish Engineers/Supervisor's Organization. The President, First Vice-President, Second Vice-President, and Third Vice-President shall serve as members of the Executive Board.

If more than two individuals run for any elected position mentioned in this section, and one does not receive more than fifty percent (50%) of the vote for that office, then there shall be a run-off between the two top candidates with the most votes. In the event of a tie vote between the two top candidates, a second vote will be taken at which time each current Executive Board member present at the meeting will cast a ballot.

All former Presidents of the Policy Jury Association shall be voting members of the Executive Board so long as he/she is a member of his local governing authority. Vacancies occurring on this Board between conventions may be filled by majority vote of the Executive Board. The Executive Board has plenary powers to act for the Association while the convention is not in session. The Executive Board shall have the power to employ a counsel and such other employees as it shall choose.

ARTICLE VII

The Police Jury and/or Councils of each Police Jury Region may form a group for the purpose of holding meetings, discussing questions proper to their official function, and such matters as will redound to the welfare and proper administration of public affairs under their charges, and make recommendations to the parent organization affecting them.

The member of the Executive Board elected from each Police Jury Region shall be Chairman of the group in his respective region. The group may elect a Vice-Chairman, a Secretary, and other officers necessary to function as a unit. The group may meet as frequently as the interests of the members may demand, and the time and place shall be fixed by the Executive Board member serving that particular region, or a committee elected for that purpose.

ARTICLE VIII

Any governing authority of a parish that is a member of the Police Jury Association of Louisiana shall pay annual dues during the first quarter of each year as follows:

Assessed Value	Annual Dues
0 - \$ 15 million	\$1,600
\$ 15 - \$ 25 million	\$2,400
\$ 25 - \$ 50 million	\$3,200
\$ 50 - \$ 75 million	\$4,000
\$ 75 - \$100 million	\$4,800
\$100 - \$200 million	\$6,400
\$200 - \$400 million	\$7,200
\$400 - \$900 million	\$9,600
\$900 - million and above	\$12,000

Other assessments can be levied by the delegates assembled at the annual meeting, provided that a two-thirds (2/3) vote of delegates present approve.

ARTICLE IX

This Constitution may be amended at any meeting of the Association by a vote of at least two-thirds of the delegates present provided such amendment has been submitted in writing to the Executive Board thirty (30) days prior to the date of the meeting.

BY-LAWS OF THE POLICE JURY ASSOCIATION OF LOUISIANA, INC.

MEETINGS

Section 1

The Association shall meet annually at a time that can be worked out by the Executive Director and the Executive Board, or by the action of the Association at the annual meeting. If difficulties or emergencies arise following the annual convention, the time and place of the next convention shall be set by the Executive Board.

PRESIDENT

Section 2

It shall be the duty of the President to preside at all meetings of the Association and the Executive Board unless he/she delegates one of the Vice- Presidents to act for him. He/she should see that the Constitution and By-Laws are duly observed and enforced. In the absence of the President, the First Vice-President shall fulfill the duties of the President. In the absence of the President and First Vice-President, the Second Vice-President shall fulfill the duties of the President. In the absence of the President, the First Vice-President and the Second Vice-President, the Third Vice-President shall fulfill the duties of the President. Vacancies in any of these offices shall be filled by majority vote at the next annual convention.

EXECUTIVE DIRECTOR

Section 3

The Executive Board shall select an Executive Director. He/she shall be a graduate of high school and have at least five years of paid administrative experience. It will be his duty to keep accurate minutes of all the proceedings of the Association and its committees. He/she shall preserve all communications received by him of interest to the Association, keep parishes informed of vital meetings and state activities affecting them, notify officers of meetings and reports in which they have an interest, present and co- sign all checks with the Treasurer, prepare and present an annual report of Association activities for the convention, perform such other duties that will be in keeping with an efficient operation. His salary shall be fixed by the Executive Board. The Director may designate an Assistant Director of his choosing to act under supervision of the Executive Director. The Assistant Director shall assist the Executive Director in the performance of his duties and shall serve at the pleasure of the Executive Director.

TREASURER

Section 4

The Executive Board shall select a qualified Treasurer. He/she shall review and approve all invoices and payments made by the Association. He/she shall be added as a signer to the Association's bank checking account. He/she will sign checks issued by the Association. His/her salary will be fixed by the Executive Board and shall be payable monthly.

EXECUTIVE BOARD

Section 5

The Executive Board shall have general supervision of the affairs and interests of the Association between annual conventions, and have power to appoint special work committees, and to fill vacancies in their own body, and shall perform such duties as may from time to time be referred to them. The Executive Director, at the request of the President, or seven members of the Executive Board, shall call a meeting of the Board at such time and place as they may determine, giving at least five (5) days' notice in writing to each member of the board. A majority of the Executive Board members present shall constitute a quorum.

Section 6

The following committees shall be appointed annually by the President:

Finance - to consist of seven (7) members; Insurance- to consist of seven (7) members.

Each committee will consist of the following: Association State President, First, Second, and Third Vice Presidents, Immediate Past State President, and two members appointed from the Executive Board by the current State President.

The President shall have the power to appoint such other special committees as shall be necessary or conducive to the welfare of the Association.

In addition, there shall be the following committees: (1) A Resolutions Committee composed of twenty-two (22) members, the Region member representing Region 1 and, three (3) from each Police Jury Region named by the meeting of the police juries and/or councils of each region or in the absence of a meeting to be appointed by the Executive Board member representing that region. This Resolutions Committee shall consider only resolutions submitted to the Executive Director's office at least thirty (30) days prior to the annual convention. This rule may be suspended by a majority vote of the committee but shall be suspended for only one resolution at a time.

(2) A legislative committee comprised of the Executive Board officers and all members who are former Presidents of the Police Jury Association of Louisiana.

Section 7

The Executive Director shall submit in writing a message in the Association magazine to the general membership in reference to the status of the Association.

Section 8

No funds of this Association shall be paid out except by checks signed by the Executive Director, Assistant Director, qualified check signers or the Treasurer, with any two of the above signatures required on all checks.

Section 9

Any Police Jury or other parish governing authority in arrears for twelve (12) months shall be reported by the Executive Director to the Executive Board for action.

Section 10

All retired officers of the Police Jury Association shall always be bona fide members of the Association.

Section 11

All Secretaries, Treasurers, Clerks, and Parish Engineers employed by any parish in Louisiana are considered regular members of this Association.

Section 12

These By-Laws may be amended or repealed at any annual convention of the Police Jury Association by a vote of two-thirds (2/3) of the delegates present or at any meeting of the Executive Board by a vote of two-thirds (2/3) of the members present.

Section 13

At the annual convention each parish shall be entitled to one vote on all questions. The parish may, if it so desires, elect a delegate to the convention who shall cast a vote for the parish. In the event the parish does not elect a delegate, then the vote of the parish shall be cast in accordance with a majority of those members of that parish present and voting at that particular session. In the event that a majority of the delegates present and voting cannot vote-yea or nay on a question then that parish shall abstain from voting. In the event of the absence of the designated delegates at any particular session the majority of those present from that parish may cast the vote of that parish.

Section 14

The Third Vice President shall be elected using a rotating schedule. This schedule shall be divided into two areas. Area 1 shall consist of parishes in Regions 4, 5, and 8. Area 2 shall consist of parishes in Regions 1, 2, 3, 6, and 7.