



## NATIONAL LATINO PEACE OFFICERS ASSOCIATION®

P.O. Box 4449

Ontario, CA 91761

Nina Medina, **National President**

[president@nlpoa.org](mailto:president@nlpoa.org)

### Executive Board:

Nina Medina  
**President**

Antonio Rodriguez  
**Western Vice-President**

Beverly Rodríguez  
**Northern Vice-President**

Pete Lopez  
**South Central Vice-President**

Lori Perez  
**Eastern Vice-President**

Joseph Howie  
**Secretary**

Jerry Ayala  
**Treasurer**

Juan Peralta  
**Editor**

Manuel De La Rosa  
**Historian**

Cindy Rodriguez  
**Parliamentarian**

Vicente Calderon  
**Founder**

July 17, 2024

### **Subject: Review and Vote on 2024 By-Laws Recommendations**

Dear National Board Members,

I hope this message finds you well. In 2022, the National Bylaws Committee introduced the NLPOA Bylaws at our San Diego conference, and since then, we have diligently worked on potential revisions. The committee, consisting of Pete Lopez, Cindy Rodriguez, and Mike Ramirez, has carefully considered our members' input and incorporated recommendations from National Secretary Joe Howie, National Editor Juan Peralta, and Minnesota State President Rigo Aguirre.

The specific recommendations for the 2024 Bylaws are attached to this memorandum. We kindly request that the National Board thoroughly review these proposed modifications and be prepared to vote on them during the upcoming 2024 National Conference. Your input and participation are crucial as we strive to ensure that our Bylaws reflect our organization's best interests and practices.

Please feel free to reach out if you have any questions or need further clarification regarding the proposed changes. Thank you for your dedication to the NLPOA and your commitment to advancing our mission.

Respectfully,

Cindy Rodriguez  
Parliamentarian

Pete Lopez  
South-Central Vice President

Mike Ramirez  
State of Texas President

**Attachments: 2024 Bylaws Recommendations**

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
<b>4.3</b>	All state and local chapter by-laws shall be established in accordance with the National Constitution, By-Laws, resolutions, policies, and customs. It shall be subordinate to the National Board.	All by-laws of state and local chapters must align with the United States Constitution and be subordinate to the National By-Laws, resolutions, and policies. State and local chapters are prohibited from creating by-laws that contradict the National By-Laws. Additionally, all state and local chapters are subject to the authority of the National Board.	All by-laws of state and local chapters must align with the United States Constitution and be subordinate to the National By-Laws, resolutions, and policies. State or local chapters cannot establish any by-law that contradicts the National By-Laws. Furthermore, all state and local chapters are subject to the authority of the National Board.		
<b>8.1</b>	The National Board of Directors may amend or alter the National by-laws by approval of the proposed amendment by a two-thirds vote of the Board of Directors or by a majority of the general members in attendance at the annual training conference under the National by-laws.	The National Board of Directors holds the authority to amend the National By-Laws. To approve a proposed amendment, it requires either a two-thirds vote of the Board of Directors, or a majority vote of the general members present at the annual training conference, in accordance with the National By-Laws.			
<b>11.1</b>	Only general members in good standing who have been paid members for at least three (3) months before the election shall be entitled to vote. Proxy votes are not allowed, and the members or delegates must		Only general members in good standing who are registered with the National Treasurer and have been paid members for at least three (3) months before the election shall be entitled to vote. Proxy votes are not allowed, and		Given that chapter payments are due in April and the national convention is in September, we should consider enhancing the requirement from 3 months to 6 months and effectively requiring chapters to pay dues on time if

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
	be present on the convention floor.		the members or delegates must be present on the convention floor.		they want their votes to count.
<b>11.2</b>	Each National Board of Directors is entitled to one vote, with the exception of the General Counsel. The General Counsel must remain neutral in all matters.		Each National Board of Director is entitled to one vote, with the exception of the General Counsel. The General Counsel must remain neutral in all matters. National Board members cannot delegate their vote.		
<b>11.3</b>	Each Chapter President or their designated representative is entitled to one vote.		Each Chapter President or their designated delegate is entitled to one vote.		
<b>11.5</b>	Each chapter is entitled to one delegate vote for every twenty-five members in good standing. To constitute good standing, all members must have their names on file with the National Treasurer by April 15 of the election year.		In addition to the vote entitled to the chapter's president, each chapter is entitled to one delegate vote for every twenty-five members they have in good standing. Members that are entitled votes for positions they hold within the NLPOA can cast this vote or they may elect to cast one of their chapter's votes, but they may only cast one vote per election.		Lifetime members in good standing are not required to pay dues, but they must be listed in the chapter roster in order for their vote to count. SUGGESTED AMENDMENT / ADD: Chapters are required to complete and submit the following documents with their dues payment: 1. NLPOA Chapter Annual Report (See tentative sample

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
					attached) 2. NLPOA Chapter Membership Roster 3. NLPOA Chapter most recent meeting minutes
<b>11.7</b>	Good standing is defined as members whose dues have been paid. Names have been provided to the National Treasurer and listed on the chapter roster to the National Treasurer by April 15 of the calendar year.		Good standing is defined as members whose name has been provided to the National Treasurer on their chapter's roster and dues have been paid at least three (3) months before the election. Lifetime members are not required to pay dues.		Lifetime members in good standing are not required to pay dues, but they must be listed in the chapter roster in order for their vote to count. SUGGESTED AMENDMENT / ADD: Chapters are required to complete and submit the following documents with their dues payment: 1. NLPOA Chapter Annual Report (See tentative sample attached) 2. NLPOA Chapter Membership Roster 3. NLPOA Chapter most recent meeting minutes

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
<b>11.8</b>	The Nominating Committee shall hold elections through a secret ballot. The Nominating Committee will provide each eligible voter with an envelope containing the appropriate number of ballots. The secret ballot results will not be released outside of the purview of the Nominating Committee. The number of votes will not be released to the General Assembly.		The Nominating Committee shall hold elections through a secret ballot. The Nominating Committee will provide each eligible voter with material that will enable members to cast votes in secret.		
<b>14: Duties of the Executive Board of Directors</b>	The National President shall provide leadership and direction to the Board of Directors and its members. They shall set the annual goals and objectives that comply with the established By-Laws. The President and Vice Presidents shall be an active or honorably retired Law Enforcement/Peace Officer as defined by the By-Laws. The definition of a Law Enforcement or Peace Officer shall be defined by the State or Federal statute within the State where a member resides.		The National President shall provide leadership and direction to the Board of Directors and its members. They shall set the annual goals and objectives that comply with the established by laws of this Association. The President and Vice Presidents shall be an active or honorably retired sworn law Enforcement Peace Officer. The definition of a sworn law enforcement officer shall be defined by the state or federal statute within the state where a member resides. The eligibility to be a president or vice president extends to state and local chapters.		

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
<b>14.4</b>	Upon the expiration of their term of office, the National President shall be recognized as the Immediate Past National President. As the Immediate Past National President, they shall serve as members of the National Executive Board of Directors under the National By-Laws.		Upon the expiration of the National President's term of office, the National President shall be recognized as the Immediate Past National President. As the Immediate Past National President, they shall serve as members of the National Executive Board of Directors under the National By-Laws.		
<b>14.6</b>	The Vice-President shall assist the National President in any manner requested by the President. In the absence of the National President, the Vice President with the longest tenure in the Association shall act on the President's behalf at board meetings, public, and official gatherings, under the National By-laws		The Vice Presidents shall assist the National President in any manner requested by the President. In the absence of the National President, the Vice President with the longest tenure in the Association shall act on the President's behalf at board meetings, public, and official gatherings, under the National by laws.		
<b>14.8</b>	The National Treasurer shall be responsible for the financial management of the Association and shall keep all financial records and books accessible and current under the National By-Laws.		The National Treasurer shall be responsible for the financial management of the Association and shall keep all financial records and books accessible, current and in accordance with the National laws, IRS rules and California State laws.		

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
<b>14.11</b>	The National Treasurer shall maintain a current, complete, and accurate record of all members of the Association who are in good standing and forward said information to the National and State Presidents.		The National Treasurer shall maintain a current, complete, and accurate record of all members of the Association who are in good standing and provide this record to the National President. State Presidents shall be provided records for their respective states. National, State and Local Nominating Committees shall be provided with records that are pertinent to their elections.		
<b>14.13</b>	The National Secretary shall keep a written record of attendance and minutes at all meetings.		The National Secretary shall keep a written record of attendance and minutes at all National and Executive Board meetings.		
<b>14.14</b>	The National Secretary shall be responsible for presenting written minutes of the previous national meeting for approval at the next national meeting.		The National Secretary shall be responsible for presenting written minutes of the previous National and Executive Board meetings for approval at the next respective meeting.		
<b>14.15</b>	The National Secretary shall file the list of newly elected State and Local Board of Directors with the National Latino Peace Officers Association by January 15 of each year.		The National Secretary shall file the list of the latest elected State Chapter and Local Chapter Board of Directors with the National Latino Peace Officers Association by January 15 of each year.		Due date for Secretary to file the list of the latest chapter boards should not be January 15th, because chapters will be reporting this no earlier than April 15th, therefore the due date should be at least May

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
					15th, giving the Secretary at least a month to compile all the information provided by the chapters.
<b>14.17</b>	A Parliamentarian shall assist the President in conducting all National Meetings in an orderly manner and in compliance with the National By-Laws and Robert's Rules of Order.		The Parliamentarian shall assist the President in conducting all National and Executive Board Meetings in an orderly manner and in compliance with the National by laws and Robert's Rules of Order.		
<b>14.18</b>	With the approval of the Executive Board of Directors, the National Historian shall serve as the National By-Laws Committee Chair.		With the approval of the Executive Board of Directors, the National Historian shall serve as the National bylaws Committee Chair.		
<b>14.24</b>	The State Presidents, or their designated representatives, shall be general members of the Board of Directors.		The State Presidents, or their designated representatives, shall be general members of the National Board of Directors.		
<b>15.2</b>	The follpwimh National Standing Committees may be established following the National Elections: Publicity & Communications Committee, Membership Committee, Ways & Means Committee, Financial Review Committee, By-Laws Committee, Recruiting Committee,	Add Awards Committee			



Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
	Planning Committee, Scholarship Committee, Civil Rights/Affirmative Action Committee, National Conference Planning Committee				
<b>15.6</b>	Ad-Hoc committees may be established as necessary and charged with performing a specific function. Ad-Hoc Committees shall dissolve upon completion of their specified assignment and the submission of a formal report to the National Board of Directors.	Ad-Hoc committees may be established as needed to perform specific functions. These committees will dissolve upon completing their assigned tasks and submitting a formal report to the National Board of Directors. The National President, with the approval of the National Board of Directors, appoints Ad-Hoc committees and their Chairpersons.			
<b>15.7</b>	All committees established, and chairpersons appointed by the National President serve at the pleasure of the appointing authority. Such Committees, through their chairperson, shall submit findings and recommendations. However, they serve only in an advisory	All Standing and Ad-Hoc committees, established and chaired by the President and approved by the Board of Directors, serve at the pleasure of the appointing authority. These committees, through their chairpersons, shall submit their findings and recommendations but function solely in an advisory			

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
	capacity and not as policymakers.	capacity and not as policymakers.			
<b>24: State Chapters</b>	No change			Minnesota State President Rigo recommends a complete re-write of Article 24	
<b>24.1</b>	On behalf of the National Latino Peace Officers Association, the State Chapter shall serve as the umbrella association for the local chapters in the designated state.		On behalf of the National Latino Peace Officers Association, the State Chapter shall serve as the umbrella association for the local chapters in the designated state.	24.1 The purpose of the State President and State Board of Directors is to serve as the state’s overall governing body for matters between chapter, overall state matters, and to represent the state on the National Board of Directors	
<b>24.2</b>	The State Board of Directors shall consist of two groups of members: State Officers: 1. State President 2. Vice President 3. Secretary & Treasurer or a combination thereof;  • Chapter Presidents.	The State Board of Directors shall consist of two groups of members. The State may add additional positions as needed. Additional positions shall be announced to the members within the state. Added positions shall be elected from the members within the state. No decrease shall affect shorting the term of any incumbent.	The State Board of Directors shall at minimum consist of the following members: President, Vice President, Secretary, Treasurer and a Parliamentarian. State Presidents and Vice Presidents cannot also be Presidents of Local Chapters.	24.2 Every state with a chapter in good standing shall have a State President. The State President or their representative shall serve on the National Latino Peace Officers Association Board of Directors. The State Board of Directors will oversee the chapters within their state on behalf of the National Board of Directors.	

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
<b>24.3</b>	The State Officers will be elected from among eligible members in the respective states who are in good standing with the Association and their local chapters.		The State Board Members shall be elected from among eligible members in their respective States. These members must be in good standing with the Association National Association and their Local Chapters.	24.3 States with two or more chapters will elect state officers comprised of at least a (1) State President, (2) State Vice President, and (3) one State Treasurer, or State Secretary from among eligible members in the respective state who are in good standing with the National and their local chapters. The elected state officers and the chapter presidents will constitute the State Board of Directors.	
<b>24.4</b>	State elections shall be held every two years and run simultaneously with the National elections.		State Board of Director elections shall be held every two years and run simultaneously with the National elections.	State Officer (State President and Board of Directors) elections shall be held every two years in the same year as the National Elections	

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
24.5				<p>24.4 States having only one chapter will have the Chapter Board of Directors also serve as the State Board of Directors. The Chapter Board of Directors will appoint a State President by majority vote. The same member may hold the position of State President and Chapter President. Notwithstanding any other bylaw controlling voting, the Chapter President and State President are each allotted a vote in national elections; a member holding the elected position of Chapter President and appointed position of State President will only vote once. The State Presidents vote will be delegated to another member within their state chosen by the State President.</p>	
24.6	<p>In those states where only one chapter exists, that chapter shall include, as an elected official and a member of the local Board of Directors, the position of State President until a second chapter is created. Under this situation, the chapter President runs the</p>	<p>A state chapter may be established when two local chapters within the state have been officially formed, are in the process of applying for 501(c)(3) status or have already obtained it and have paid their annual dues to remain in good standing.</p>	<p>In states where only one Local Chapter exists, that chapter may elect an eligible member of their chapter to serve the function of a state president. This member shall not be the President or Vice President of the chapter and shall be in good standing with the National Association.</p>		

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
	local chapter, and the State President runs state affairs. The Chapter President and State President each receive one vote in national meetings.		Should a second chapter be created in the state, the State Chapter shall then follow Article 24.2 of these bylaws		
<b>24.7</b>	State and local chapters in good standing are permitted to use the National letterhead.		State and Local Chapters in good standing are permitted to use the National Association's letterhead.	State and local chapters in good standing are permitted to use the National letterhead.	
<b>24.8</b>	New Recommendation by the Bylaws Committee	State Presidents and State Vice Presidents are prohibited from holding the same positions on a local chapter Board within their state. Similarly, Chapter Presidents and Chapter Vice Presidents are not allowed to hold the same positions on the State chapter Board.			
<b>24.9</b>	New Recommendation by the Bylaws Committee	The State President oversees state affairs, while the local chapter President manages the chapter affairs.			
<b>24.10</b>	New Recommendation by the Bylaws Committee	State chapters must receive approval from the National Board of Directors before their formation. Once approved, state chapters will be sworn in during the National conference			

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
		membership meeting.			
<b>25.17</b>	New Recommendation by the Bylaws Committee	All chapters must provide proof of compliance with their 501c status, Internal Revenue Service filing for the previous tax year, election results, number of members, number of associate members by March 15 of each calendar year to their chapter's National Vice President.			Due date for chapters providing proof of 501c3 compliance should be April 15th not March 15th, as these records are required to be submitted along with dues payment.
<b>25.18</b>	New Recommendation by the Bylaws Committee	Each chapter must submit a quarterly report to their National Vice President. The report should include the meeting date, chapter name, membership total, chapter activities for the past quarter, and upcoming projects and activities.			Chapter's report should be ANNUAL not QUARTERLY.

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
<b>30.9</b>	The President of the Executive Board has the authority to spend up to seven hundred dollars, quarterly as funds are available, in managing the business functions of the Association with the majority approval of the board. However, immediately after said expenses are incurred, the President shall make a written report to all executive Board members and submit receipts and documentation to the National Treasurer. No expense shall be reimbursed without board approval and submission of receipts on the Association's reimbursement request form.	With prior Board approval, the President of the Executive Board may spend up to seven hundred dollars quarterly, as funds are available, to manage the business functions of the association. However, immediately after incurring these expenses, the President must submit a written report to all Executive Board members and provide receipts and documentation to the National Treasurer. No expenses will be reimbursed without Board approval and the submission of receipts on the association's reimbursement request form.			
<b>30.16</b>	New Recommendation by the Bylaws Committee	Only elected National Board members are eligible to receive up to 70% reimbursement for travel expenses to the National conference. Reimbursable expenses include airfare, hotel accommodation, and conference registration. Any additional expenditures must be approved by the Board of Directors.			

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
<b>30.17</b>	New Recommendation by the Bylaws Committee	Executive Board members and other members requesting reimbursement for any expenditures must submit receipts before reimbursements are issued.			
<b>30.18</b>	New Recommendation by the Bylaws Committee	Chapters or states nominated to host the National Conference shall share the profits with the National Board of Directors after all expenses have been covered. The National Board shall receive 60% of the profit.			
<b>35.1</b>	35.1 The National Latino Peace Officers Association shall not engage in any political activity. The Association shall not participate in nor intervene (including the publication or distribution of statements) in any political campaign on behalf of or in opposition to any candidate for public office. Doing so violates the Nonprofit Corporation Laws and will subject any State or Local Chapter to disciplinary action.	Change only to renumbering. Does not need a 35.1. Can stand as is.			



Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
<b>43 Awards</b>	New Recommendation by the Bylaws Committee				
<b>43.1</b>	New Recommendation by the Bylaws Committee	Each year during the National Conference Gala, the following awards may be presented to members in good standing: President's Award, National Lifetime Achievement Award, Officer of the Year, and Latina of the Year.			Correct awards are (in order of precedence): 1. Officer of the Year, 2. Latina of the Year, 3. Presidential Award, 4. Lifetime Achievement Award, 5. Community Service Excellence and 6. Annual Conference Recognition. No other award may be presented to any member, without the prior review of the Awards Committee and only during the designated Awards Ceremony (Gala).
<b>43.2</b>	New Recommendation by the Bylaws Committee	A nomination application will be established and made available for download from the NLPOA website. To be considered for an award, the completed nomination application must be submitted to the Awards Committee no later than April 15th of each year. All nominations must be submitted using the official nomination application.			Requirements on the Nomination sheet should include the nominee's name/info in the following format: First Name Last Name Position/Rank (indicate if retired), Employer/Former Employer Position (if applicable), official name of the NLPOA Chapter where the nominee is a member Member Since (Year where the nominee first joined the NLPOA) Photo/Bio of the nominee, which should include most significant contributions to the NLPOA What award is the nominee being recommended to receive? The Awards Committee may recommend upgrade or downgrade based on merit.

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
43.3	New Recommendation by the Bylaws Committee	The President's Award is selected by the President and given to a member who has exemplified excellent leadership skills and demonstrated commitment to the NLPOA mission and goals.			
43.4	New Recommendation by the Bylaws Committee	The Lifetime Achievement Award is granted to members who have 20 consecutive years as an NLPOA member in good standing without a break in membership. The awardee must have served as a board member of a local, state, or National board of the NLPOA and exemplified excellent leadership skills and commitment to the NLPOA mission and goals.			
43.5	New Recommendation by the Bylaws Committee	The Latina Officer of the Year is awarded to a female NLPOA member in good standing. The awardee must be a law enforcement officer who has made significant contributions to the community or agency through innovative practices, exemplary or heroic actions, or leadership skills.			Remove requirement for Latina of the Year to be a law enforcement officer. Latina of the year only needs to be a female gender member in good standing who "has made significant or extraordinary contributions to the community served by their agency and their local chapter". This is the 2nd highest award of the organization.

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
43.6	New Recommendation by National Editor				Description Officer of the Year: 1. NLPOA Member in good standing / Law Enforcement Officer 2. Member who has made significant or extraordinary contributions to the community served by their agency, innovative practices, exemplary or heroic actions, and/or leadership skills. This is the highest award of the organization.
43.7	New Recommendation by National Editor				Description Community Service Excellence: 1. NLPOA Member in good standing / Law Enforcement or Civilian. 2. Member who made the most significant contributions to the NLPOA community and selflessly engaged in charity and acts of good deeds. A member who has exemplified excellent community relations and demonstrated superior planning and coordination skills that create community engagement opportunities in their jurisdiction. This is the 5th highest award of the organization.
43.8	New Recommendation by National Editor				Annual Conference Recognition: 1. NLPOA Member of the conference hosting chapter in good standing / Law Enforcement or Civilian. 2. Member who participated in the planning and execution of the NLPOA Annual Conference & Convention and whose contribution was vital for the

Article	As Read	Recommendations by the Bylaws Committee	Recommendations by the National Secretary	Recommendations by Minnesota State President	Recommendations by National Editor
					success of the event. This is the 6th highest award of the organization.