

## REGION BOARDS

**Overview:** CPOA's statewide membership is divided into 12 Regions, each with a volunteer Region Board. These boards drive activity in the Region, including training and networking events, as well as promote CPOA's statewide initiatives.

**Who Can Join:** Per CPOA's Bylaws, all volunteers who serve on a Region Board must be active members of CPOA, as either sworn peace officers or professional staff.

**Commitment:** It is incumbent upon each of the 12 Region Boards to determine how often the board should meet, either in-person or via conference call. CPOA HQ has a running conference call line for use anytime. Some Region Boards meet quarterly and some bi-monthly. Conference calls and email exchanges between in-person Region Board meetings is common to tackle time-sensitive issues.

### Region Board Positions

Each of CPOA's Region Board positions are designed to align with the various committees and needs of the association. This helps drive CPOA's mission and goals at the local level.

The duration for each board position is one year, renewable upon agreement of the board.

Chair  
Vice-Chair  
Communications Officer(s)  
Legislative Officer(s)  
Membership Officer(s)  
Training Officer(s)  
Member(s) at Large

#### All positions are responsible for the below:

- Promote CPOA's mission and membership opportunities throughout their region.
- Promote CPOA training (statewide and regional) in their region.
- Provide feedback to headquarters and the board of directors concerning any region, local training, or law enforcement needs that CPOA could fulfill.
- Attend or have representation at all region events or statewide presentations within the region.

All positions shall ensure that the region complies with all rules and regulations of the California Peace Officers' Association and with any applicable state and local laws or regulations. The following position descriptions are guidelines and may overlap depending on region size and participation. CPOA recommends each region officer hold his/her position for a one-year term, or until a successor has been identified. The one-year term is a recommendation and can be extended based on region needs.

### **Chair** (one position)

- Direct the activities of the region subject to the control of the state board of directors.
- Be the voice of your region to the board of directors and CPOA headquarters.
- Attend and participate on the quarterly Region Chair calls with CPOA headquarters.
- Fulfill the requirements or tasks pertaining to the region as directed by CPOA headquarters.
- Coordinate, develop and assist in accomplishing region goals.
- Schedule, formulate the agenda, and preside at region board meetings.
- Assign region leaders tasks to accomplish goals at region meetings; including taking meeting minutes.
- Mentor and prepare Vice-Chair.
- Serve as a liaison between the general region membership, the region board of directors, and headquarters.

### **Vice-Chair** (one position)

- Attend and participate in Regional Board meetings.
- Learn the role of the chair.
- Assume the role of the chair in the position's absence, resignation, expiration or inability to act.
- Consult with the chair throughout term of office to provide for continuity and smooth transition of regional leadership.

### **Communications Officer** (multiple positions)

- Attend and participate in Regional Board meetings.
- Be an active member of the [Communications Committee](#) according to committee requirements.
- Find and provide CPOA with relevant media articles and topics related to the profession.
- Provide feedback to the publications & public affairs committee.
- Report back to the region on committee updates.

### **Legislative Officer** (multiple positions)

- Attend and participate in Regional Board meetings.
- Be an active member of the [Law and Legislative Committee](#) according to committee requirements.
- Provide feedback to the law and legislative committee, and CPOA's Legislative Representative.
- Help research and identify bills and ballot measures of interest to law enforcement.
- Report back to the region on law and legislative committee updates.

### **Membership Officer** (multiple positions)

- Attend and participate in Regional Board meetings.
- Be an active member of the [Membership Committee](#) according to committee requirements.
- Work with your Region board to promote CPOA within the Region.
- Attend Region Training meetings when practical and promote CPOA membership to attendees.
- Maintain a relationship with CPOA's Membership Coordinator.

### **Training Officer** (multiple positions)

- Attend and participate in Regional Board meetings.
- Identify training needs within your region.
- Complete the CPOA Needs Assessment form (page 45).
- Develop and maintain a relationship with the CPOA Training Manager.

- Communicate training needs within your region.
- Recommend Region training.
- Identify potential classes/presenters to fulfill training needs.
- Organize 2-3 training offerings within your region annually.
- Participate on the [Training Committee](#) per committee expectations.

**Member at Large** (multiple positions)

- Attend and participate in Regional Board meetings.
- Assist with the goals and mission of the Region.
- Prepare to fill/ascend through the region positions.