OPOA STANDING RULE

<u>DIRECT COMMUNICATION BY MEMBERS</u> REGARDING OPOA LEGAL REPRESENTATION

The OPOA is assessed a flat annual fee to provide representation for Class I OPOA members with an attorney (currently, "Silver, Hadden & Silver"). This fee is not the same as those paid toward the services of the PORAC Legal Defense Fund. The fee rate is largely determined by requests for opinions/representations of individuals or the OPOA as a whole. The services pertain to potential grievances, personnel matters, department and association issues, and such.

In order to establish a consistent policy for requesting these services, the following guidelines will apply:

- 1. Any Class I OPOA member who feels they need the service will first contact the OPOA President (in the President's absence, the Vice-President), and explain the situation/problem. The President (or the Vice-President) will either try to assist the member or resolve the situation/problem through our normal in-house channels or grant permission to the individual to contact the contracted attorney directly. Exception: The Board Member contacted may not have conflicting interest or be involved in the situation.
- 2. In the event of an "emergency", and only in the absence of the President and Vice-President, a member may contact any OPOA Board Member regarding the "emergency" situation, and follow the same guidelines previously noted in "A". The Board Member will immediately notify the President or Vice-President of the situation as soon as possible. Exception: The Board Member contacted may not have conflicting interest or be involved in the situation.

Should the member not agree with the decision to grant permission, that member may appeal that decision directly to the OPOA Board of Directors at its next regularly scheduled Board Meeting.

These guidelines will be strictly adhered to by members of the OPOA. Members failing to comply will be directly billed for those services rendered by the attorney.