

**IDAHO ASSOCIATION OF HEALTH UNDERWRITERS
POLICY & PROCEDURE**

POLICY TITLE:	Structure and Operation of Committees
CLASSIFICATION:	Committees
POLICY NUMBER:	03-11-C
MOTION:	Tara Tandrow
SECONDED:	David Munger
DATE APPROVED:	September 2015
SUNSET DATE:	2018

PURPOSE: To provide organizational and operational structure for IAHU Committees not otherwise provided in these Policies and Procedures.

POLICY: The Committees of IAHU shall have a standard structure and method of operation.

PROCEDURE(S):

Committee Chair:

Each Committee created by the IAHU Board of Trustees will have a Chair appointed by the President of the Association. This individual will serve as Executive Officer of the Committee, will represent the Committee on the IAHU Board of Trustees, and will call and chair meetings of the Committee. The chair will direct the policymaking efforts of the Committee.

Limit on Committee Service:

Service as chair on any committee will be limited to four consecutive years. Service on any one committee shall not count toward the limit on service to any other committee.

Committee Participation and Voting:

While all individuals, including staff and other invited parties assigned or appointed to committees, may actively participate in meetings, teleconferences and electronic discussions, only active IAHU members in good standing serving as Chair, Local Committee Members or Members at large shall be authorized to vote on decisions made by the committee. The committee chair will actively solicit the views and input of all committee members and all members may participate in polls of the committee and “straw votes”, provided that these votes are non-binding and are taken to determine the prevailing opinion of the committee participants.

FINANCIAL IMPACT: none

Date

Attested by Secretary