

Utah State Issues Chair

I. STATEMENT:

The Utah State Issues Committee shall consist of Co-chairs representing the two major political parties. The committee shall be responsible for a state issues program during the biennium. The advisor will be the immediate past president. The Co-chairs shall be appointed by the president and approved by the Appointments Committee.

II. DUTIES:

- A. To be familiar with the WSLC Bylaws, General Membership Standing rules and Executive Board Standing Rules.**
- B. To attend all meetings of the Council and the Executive Board.**
- C. To attend seminars and workshops where appropriate.**
- D. To prepare for and conduct the program of the Council General Meeting in October or as determined by the Executive Board.**
- E. To keep the Council delegates aware of what is happening locally.**
- F. When hot issues are being voted on, let the Council members know and instruct how to write, phone, or contact the state representative in congress.**

III. PROCEDURES:

- A. Meet with committee and assigned advisor, and determine issues of state concern for a Council General Meeting, generally held in October.**
- B. Become familiar with the bill or issue before asking speakers to discuss it.**
- C. Preparing for meeting:**
 - 1. Contact speakers representing both sides of the issues, or those with a variety of approaches, opinions, or ideas on the same issues.**
 - 2. Conduct the program section of the Council General Meeting.**

IV. BIENNIAL REPORT:

A report of the work of the State Issues Committee will be submitted by the Co-chairs at the biennial business meeting. There shall be four (4) copies submitted, (1) to remain with the Board Handbook and the remaining (3) to be distributed to the President, Recording Secretary and Historian.

FOR REFERENCE:

A complete set of the job descriptions is contained in the Executive Handbook which is in the possession of the President, President-elect, first and second Vice Presidents, Recording Secretary; Parliamentarian; Policy Chair and Immediate Past President.

Dated: July 2013

Adopted March 19, 2015

