



APWA COMMITTEE CHARTER

NORTH AMERICAN SNOW CONFERENCE PROGRAM REVIEW COMMITTEE

MISSION STATEMENT

To advance the professional development of public works professionals by determining the best education content for the annual North American Snow Conference (NASC) in accordance with what is current, relevant, and critical knowledge for individuals charged with providing public works and infrastructure services.

OBJECTIVES

In support of APWA's Strategic Goals and Activities, the principal objectives of the NASC Program Review Committee are to:

- review and evaluate proposals submitted through the conference call for presentations;
- guide topic selection through a criteria-based process and input from APWA's Winter Maintenance Subcommittee; and
- take into consideration industry trends, workforce and professional development issues, new technologies, and best management practices in planning the NASC education program.

ORGANIZATION

Chair: The committee chair shall be appointed for a one-year term by the APWA President-Elect and is traditionally selected from among the previous year's committee members so that he/she has a familiarity with the planning process and can offer advice to committee members and efficiently chair the selection meeting.

Members: The committee has four (4) members each appointed to a one (1) year term with a maximum of 3 consecutive terms. The committee is comprised of three (3) members from the snow-belt regions of North America and one (1) member from the Snow Conference Host committee. Previous attendance at a North American Snow Conference is preferred and should be noted when submitting a nomination biography. At least two (2) members of the committee should be members of the Winter Maintenance Subcommittee.

Corresponding Members: None

COORDINATION OF APWA REVIEWS

The committee, working in conjunction with APWA staff, guides the topic selection for the education sessions presented at NASC. The work effort consists of reading, evaluating, and ranking approximately 125-150 proposals with a time commitment of approximately 10-12 hours. Members must also attend a one day meeting at APWA Headquarters to complete the selection process and finalize the program.

FINANCIAL AND ADMINISTRATIVE SUPPORT

Travel expenses to the one-day committee meeting at APWA Headquarters will be reimbursed by APWA based on current APWA Travel Guidelines. Administrative support shall be provided by APWA staff.



CHARTER CHANGES

Due to the annual turnover of committee membership, amendments to this charter may be suggested by staff and approved by the APWA Board.

Date of Board Approval: June 23, 2017