



Purpose

1. To establish a program to facilitate and encourage Member employees, Board members, and primary or alternate Member representatives to attend Pool quarterly meetings; and
2. To enhance and promote knowledge of the work and workings of the Pool to develop new Pool leaders and facilitate succession planning; and
3. To establish when and to what extent the Pool will pay and/or reimburse for attendance at quarterly Board meetings.

Authority

1. Interlocal Agreement, section 3a (“all things necessary and proper”) and section 3h (“exercise all powers [for] all lawful programs”); and
2. Duties, Responsibilities & Development of Board & Executive Committee Members
3. Expense Reimbursement Policy
4. Governance Policy
 - a. Section 1: “[D]evelop Member representatives who [have] knowledge of the Pool and its business”; and
 - b. Section 2: “Ensur[e] management succession.”

Definitions

1. Quarterly Board meeting – includes the Executive Committee meeting, all work sessions, member representative meetings, and the Board meeting.

Policy Statement

1. Primary and Alternate Representatives – at least one should attend every quarterly Board meeting. Twice per year, the Pool will reimburse for related expenses for both to attend the quarterly Board meeting.
2. Executive Committee (EC) Members – are expected to attend all Executive Committee and Board meetings. The Pool will reimburse for related expenses for the EC member to attend all EC meetings and for the primary or alternate representative to attend up to four quarterly Board meetings annually.
3. Succession Candidates – if a successor candidate to the Board has been identified for a retirement less than a year away, the Pool will reimburse for related expenses for both the current representative and the succession candidate to attend up to four quarterly Board meetings annually.
4. Guests – are encouraged to attend quarterly Board meetings. Once per year, the Pool will reimburse for related expenses for a member guest (other than those indicated in 1-3 above) to attend one of the four quarterly Board meetings.
5. To be eligible for financial support to attend any continuing education event, the Member must be represented at three out of four quarterly Board meetings with one being the Annual Meeting. The eligibility requirement may be waived by the Executive Committee.

Passed by the Executive Committee on May 23, 2019.

Attest:

Approved as to form:

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Staci Jordan
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Staci Jordan, President

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