



ROLES & RESPONSIBILITIES

CHAIRPERSON

- 2 to 3-year term
- Approve agendas and minutes
- Facilitate control of meetings, lead discussion and guide harmonious work
- Give updates to the BOD in-person at WQA Convention and MYLC
- Appoint and/or approve task force chairs
- Make all final decisions on committee voting, non-voting member and observer selection
- Monitor committee member and observer participation to develop recommendations for volunteer group and board succession planning
- Appointed by the BOG

VICE CHAIR

- 2 to 3-year term
- The vice chair will support the chair and/or fulfill the chair's duties in their absence
- Appointed by the BOG

BOD Liaison

- 1-year term with potential to renew
- The BOD liaison maintains same duties as all other committee members
- Plus, any specific BOD efforts, including but not limited to aiding the chair in direction of strategic plan and seeking out BOD farm team candidates
- Appointed by the BOG

VOTING MEMBER

- 3-year term with potential to renew one time
- Able to volunteer time for meetings
- Contribute to discussion at meetings
- Participate in in-person meetings at the annual WQA Convention and Mid-Year Leadership Conference
- Act as spokesperson for the volunteer group upon request
- Members can serve in 2 voting positions at a time. One of these positions may be serving on the Board of Directors

NON-VOTING MEMBER

- 1-year term with potential to renew
- In general, maintain the same duties listed for voting members, except they do not cast a vote
- Position focused on engaged participants seeking a voting member position in the future

OBSERVER

- 1-year term with potential to renew
- receive meeting notifications unless there are sensitive topics where it is deemed necessary to restrict to voting members only
- Comments from observers will be solicited by the chairperson during discussions
- Position focused on learning about the volunteer group and listening to updates



ROLES & RESPONSIBILITIES

WQA SECTIONS
Chair + Vice Chair + BOD Liaison

| | |
|-----------------------|-----------------|
| Dealer | Comm/Industrial |
| Mfr/Sup/Retail | International |
| State & Regional WQAs | |

WQA MEMBERSHIP COMMITTEES
voting members (13)
Option for nonvoting members (10) & observers

| | | |
|------------------|--------------------|------------------------|
| Communications | Events | Prof Cert and Training |
| Fed Govt Affairs | Industry Research | Bus Ops and Training |
| Membership | State Govt Affairs | Water Sciences |

WQA LEAD ADVISORY COUNCILS
voting members (13)
Option for nonvoting members (10) & observers

| | | |
|------|--------|-----|
| RISE | THRIVE | WIN |
|------|--------|-----|

BOARD OF DIRECTORS (BOD)
Meets 2 times/year
24 voting members

BOARD OF GOVERNORS (BOG)
Meets 6 times/year
7 voting + 1 nonvoting members

EXECUTIVE DIRECTOR

STAFF
Executive Team
Leadership Team

