



WISCONSIN HEALTHCARE ENGINEERING ASSOCIATION

4/17/2013 Policy:

WHEA Resource Committee Membership Criteria

Purpose: To establish the criteria and the process for membership to the WHEA Resource Committee (RC) .

Definitions:

Resource Committee: An active group of retired volunteer members that performs agreed upon tasks to support WHEA programs and activities that allow active Facility Managers full access of participation to WHEA's numerous educational and networking opportunities.

Retired Member: An eligible retired WHEA member is a member that has achieved "special membership" status as defined in the WHEA bylaws. Two levels of "special" members are eligible to serve as members of the WHEA Resource Committee.

- 1 - Retired Member Article VI , Section 4 , (b)
- 2 - Life Member Article VI , Section 4 , (c)

Active Member: Being active is defined as a retired member that:

- 1 - remains active at his or her local respective WHEA chapter
- 2 - willing to participate in the full years activities of the resource committee
- 3 - willing to participate and attend other meetings as an active member representing the resource committee in its goal of support of WHEA's other standing committees , task force's , and educational programs as assigned .

Committee Management: Management of the committees activities will be coordinated by a "Steering Group" made up of Resource Committee (RC) members . The steering group will consist of 2 co chairs, and 3 RC committee members. The co - chairs and the members of the group will be named / selected each year at the RC meeting held at the WHEA Annual Conference.

** The Resource Committee ("RC") and its "Steering Group" shall abide to Article XI , Section 1 (e) , Section 2 , Section 3 , Section 4 of the Whea Bylaws .

Criteria :

Eligible Members to the Resource Committee (RC) shall:

- 1) Be a current WHEA "Retired" member or a WHEA "Life" member in good standing as defined in the WHEA bylaws.
- 2) Have been voted and approved as a "Retired" or "Life" member by their respective chapter at a meeting of their respective chapter.

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3) Provide upon full completion a Resource Committee RC member application with all required information and the applicants respective state chapter's current President's signature to a co-chair of the RC committee.

4) Attend RC scheduled meetings , able to share in meeting the RC 's entire annual work load , willing to serve as the RC representative as assigned by the RC 's "Steering Group" to WHEA's other standing committees, task forces, and education programs .

RC annual work load:

* Perform tasks to support one day WHEA education programs

* Perform weekly tasks to support the WHEA Annual Conference program

* Work to support the WHEA Code Committee, the WHEA Educational Committee, the WHEA Member Services Committee, and the WHEA Annual Conference Committee by serving as committee members or other special committee tasks to support the WHEA mission.

* Serve as WHEA's Librarian's to collect and maintain WHEA's historical documents

*When possible provide RC support to WHEA's President to carry out special assignments or to serve as a member of an assigned task Force.

* Provide the nominee for the "Retired Board Member" position to the WHEA Board of Directors per Article X , Section 3 , (a) , & (b) of the bylaws.

The RC will use the listed membership criteria for serving on the RC, an individuals leadership abilities, and an individuals continued demonstrated dedication of service to WHEA in making the RC's nomination for the "Retired Board Member" position to the WHEA Board of Directors

{ Article X . Section 3. Retired Members Board Position

- **The nomination for the member to fill this position must be appointed by the setting Board Officers prior to elections held at the organization's annual meeting**
- **The Resource Committee determines the qualifications for and the nomination of the Retired Member to the Board of Directors }**

Note !! The RC Steering Group will strive to have two (2) members on the RC from each of WHEA's 6 state chapters but it will not be required. Selection to the RC will be the final decision of the RC's "Steering Group" based on the completed applications available when openings to the committee occur or needed members or workers are needed to meet the RC's work load and annual goals.