

OPERATIONS PLAN AND COUNCIL POLICY

COMPOSITION

The Operations Plan and Council Policy Committee should be composed of a chair and vice-chair and Labor Division members who are interested in the operations of the Labor Division and how it interacts with the Council.

This committee reports to the Executive Committee

SCOPE

The committee will review changes in the Labor Division Operating Procedures and Handbook biannually and review new programs or activities with Council staff to ensure alignment with Council mission and strategic plan.

RESPONSIBILITIES

- Meets two (2) times a year in alignment with each Division meeting.
- Provide an agenda to all committee members at each meeting.
- Prepare written minutes of each meeting for inclusion in the Division minutes.
- Be responsible to review, develop and interpret Division Operating Procedures and process as required by the Division and NSC Boards for recommendation to the Executive Committee to enhance the effective conduct of Division activities.
- The Division Chairman will have discretion as to where the Committee will meet and be placed in the agenda.