



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) according to what is current, relevant, and critical knowledge for individuals charged with providing public works and infrastructure services.

OBJECTIVES

The principal objectives of the committee, in support of APWA's Strategic Goals and Activities, are:

Education & Credentialing: Provide excellence in education and credentialing

1. Review and evaluate proposals submitted through the conference call for presentations.
2. Guide topic selection through a criteria-based process and input from APWA's Winter Maintenance Subcommittee.
3. Consider 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 they are familiar with the planning process and can offer advice to committee members and efficiently chair the selection meeting.

Members: The APWA President-Elect shall appoint up to five voting members (including the chair) from the snow belt regions of North America, for a one-year term with a maximum of three terms. The NASC Local Host Committee will recommend one individual for appointment. At least two 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 100+ proposals with a time commitment of approximately 10-12 hours. Members must also attend either a one-day in-person meeting or a series of virtual meetings (to be determined by staff) to complete the selection process and finalize the program.

FINANCIAL AND ADMINISTRATIVE SUPPORT

Committee meeting expenses are reimbursable for committee members in accordance with the APWA Volunteer Travel Policy. 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. Amended Charter Approved: February 23, 2021; December 6, 2022.