Advocacy Committee Charter

# Purpose

The Advocacy Committee is composed of BCxA members who volunteer to act on behalf of the Association to (**a**) identify and evaluate new or revised potential legislation, codes, standards and policies that may affect the practice of building commissioning, and (**b**) establish and maintain liaison relationships with organizations considered by the BCxA Board of Directors to be industry allies, market and/or technology partners.

The Advocacy Committee’s (AC) purpose is to scan the horizon for potential industry and policy-related opportunities and threats to the commissioning profession on behalf of our members, and to communicate commissioning findings, research and relevant industry topics to BCxA staff and members.

1. **Codes and Legislation.** The initial focus will be on relevant codes, standards, policies and state and federal legislative agendas. The Committee will work closely with the Best Practices Committee to review codes and standards that are under consideration for being revised or added. The Committee shall advise staff on issues facing their state or region of changes in the practice of commissioning, the construction industry, and other built environment issues as they relate to building commissioning. This will help the staff assure accuracy and consistency in the content of BCxA materials with both the mission of the Association and our position on commissioning- related technical standards for the building industry.
2. **Liaison Relationships.** At the direction of the International Board and/or the Executive Director, advise, coordinate and facilitate relationship opportunities for commissioning advocacy within the building industry.

# Scope of Work

The AC shall provide guidance on the following specific tasks:

* Identify new and forthcoming building codes, whether they are international, national, state or local codes, as they relate to the commissioning process and commissioning providers.
* Review commissioning standards and guidelines or those that impact the process or practice of commissioning developed by third parties.
* Keep abreast of legislative and policy actions that may impact professional certifications, building codes and standards.
* Serve as subject matter experts to staff on Advocacy issues when responding to members and stakeholders’ inquiries.
* Report regularly to the Board, Executive Director and BCxA membership on advocacy activities.
* Work with BCxA-assigned Liaisons to ensure advocacy efforts are coordinated.

# Committee Membership

The Committee shall consist of at least 8 and at most 12 voting members. The Committee shall ensure adequate membership to carry out the tasks specified in Section 2. Ideally, the Committee will include at least one member from each Chapter.

The Committee chair shall be nominated by the Executive Director through an application process, with final approval by the Board of Directors. The chair of the Committee shall serve a one-year term. All other Committee members will apply to serve on the committee as voting members for a term of three years. The committee membership application will include their credentials and how they are qualifying as subject matter experts to the committee.

If a committee member misses more than four committee meetings per year, they will be asked to resign from the committee.

# Meetings & Reports

The members of the Committee must meet at least once per year in person (preferred at the BCxA Annual Conference). Members are responsible for their own expenses to attend meetings.Committee will meet monthly via teleconference unless otherwise determined by the chair and the Executive Director.

# Duration

The Committee shall serve until dissolved by the Executive Director.