

2023-2024 House of Delegates of the Future: Delegate-at-Large Work Group Charter

Work Group Title: HOD of the Future: Delegate-at-Large

Work Group Description: The intent of this Work Group is to continue the 2022-2023 HOD of the Future discussion, particularly as it pertains to the Delegates-at-Large (DAL). Discussion topics may include the following:

- Compile a list of the 2023-2024 DALs and their constituencies.
- Do a survey to see how each DAL is funded; self-funded, company funded, or MA funded.
- Is the current number of DAL appropriate?
- Is there a better way to select a DAL? This includes a review of the current application and selection process.
- How can the HOD better support each DAL?
- How does a DAL communicate with their constituency and with the HOD on behalf of their constituency?
- How can the HOD better support communications between each DAL and their constituency?

The Work Group discussions are not limited to these questions, and the intent of the Work Group is to evaluate additional topics as it pertains to the position of DAL.

This Work Group will last for a duration of six months (6) months beginning in October 2023.

Subgroup Descriptions: *(if applicable)*

Work Group Co-Chair: Scott Foley

Work Group Co-Chair Contact Information: SFoley@connectpositronic.com

Work Group Co-Chair: Kam Law

Work Group Co-Chair Contact Information: klaw@donohue-associates.com

Sub-Group Subcommittee Leaders: *(if applicable)*

Work Group Goals and Deliverables:

- List of recommendations for consideration by the Speaker, Speaker-Elect, Board of Trustees, and WEF staff.
- Proposed updates to the Policies and Procedures

- Insert edits directly into a copy of the Policies and Procedures with tracked changes.
- List of any other outcomes from all of the efforts of the Work Group to meet the stated goals.

Work Group Schedule of Deliverables:

Speaker of the House Report Dates:

- *Mid Year –*
- *Spring –*
- *Summer –*
- *Final –*

Internal Review Deadlines: To be determined by Work Group Co-Chairs

Work Group Schedule of Conference Calls: biweekly at a day/time determined by the Work Group co-chairs.

Work Group Member Expectations:

Duties and Responsibilities of Work Group Co-Chairs:

- Act as a liaison for HOD Steering Committee and Speaker of the House.
- Preside over the initial Work Group meeting at WEFTEC.
- Conduct Work Group progress meetings via conference call.
- Take minutes during each meeting to distribute an action item list following the meeting.
- Appoint Subgroup Leaders as needed.
- Prepare written reports for the Speaker of the House describing the progress of the Work Group.
- Appoint presenters for the HOD meeting quarterly meetings and at each WEFMAX.

Duties and Responsibilities of Sub-Group Leader (as needed):

- Act as a liaison for the Work Group Co-chairs.
- Preside over Sub-Group progress meetings.
- Attend and be prepared for Work Group progress meetings.
- Provide verbal updates of Sub-Group progress at each meeting or a written update if unable to attend.
- Provide two written updates for Work Group Leader to include in the Speaker of the House Quarterly Reports.

Duties and Responsibilities of all Work Group Members:

- Serve as a representative for your MA or constituency (DAL) during discussions.
- Participate in Work Group and Sub-Group calls on a regular basis.
- Be prepared for biweekly meetings and be responsive to email requests.

- *TBD by Work Group*

Work Group Roster: