

**Regional Committee(s)
Role and Charge**

January 13, 2011

Statement of Purpose

The work of the Regional Committees is critical to the success of the greater chapter network. The Regional Committee is a structure for leadership development and initiative-driven work. They are representative bodies responsible for both escalating the interests of individual chapters, as well as forums for best-practice sharing for delivery back to their component chapters. They will function to organize initiative-based working groups across the country that compliment the objectives of the USGBC Strategic Plan as well as promote the grassroots priorities of the chapter community.

Chapter Regional Committee Responsibilities

Regional Committees are responsible for facilitating collaboration across the chapter network; identifying initiatives in partnership with their chapters and the Chapter Steering Committee; and reporting to USGBC national on chapter best practices, and regional events and initiatives.

- **Collaboration**
To include coordinating regional summits and other major events; disseminating good ideas, best practices and lessons learned; mentoring Emerging Professionals and new members; sharing resources and contacts to support leader and chapter development; arbitrating regional conflicts; and endeavoring to facilitate communication between chapters to foster collaboration.
- **Initiative Prioritization**
As identified and coordinated with the Chapter Steering Committee and individual chapters (e.g. USGBC national initiatives, the Katrina response committee, etcetera).
- **Accountability**
To comprise reports to the Chapter Steering Committee, and through bi-annual regional committee snapshots that highlight member contacts and attendance; meetings and call schedules; regional event schedules; current activities and projects; progress on regional initiatives; working groups; and unique chapter activities.

Membership

Regional Committees shall be comprised of one representative and one associate from each chapter in the region. The representative occupies a two-year term and the associate occupies a one-year term. Both must be employees of national member companies. Each committee will also feature a non-voting Emerging Professional seat, and a non-voting CSC member. (The chapter whose representative is elected to the Chapter Steering Committee will be granted a replacement representative on the Regional Committee.) A chair and a vice-chair will be elected from this body.

Working group membership shall vary as these groups may cross regional boundaries to facilitate collaboration with chapters in other regions. While working group membership is optional, participation in the Regional Committees is requested of all chapters.

Committee Balance

Representatives and associates shall keep their chapters informed of the work of the regional committee and should be prepared to present their chapter's perspective to the regional committee.

Meetings

Representatives and associates are expected to operate collaboratively and to keep in frequent communication, attending all regional committee calls and online meetings. At least one face to

face meeting of the Regional Committee should be held each year with one participant per chapter at a minimum. One designated representative or associate – but not both – will participate in each decision or vote.

Regional committees must adhere to USGBC's Policies and Procedures for Committees and Working Groups with regard to meeting minutes, attendance and all aspects of committee operation, as appropriate.