

## **QUARTERLY REPORT: Policy and Procedure Committee Oct. 2017**

### **ACTIVITIES:**

- Committee Members Appointed:
  - Joanna Henshaw
  - Annie Pancrazio
  - Terri Rangel
  - Nancy Rekowski

### **PENDING POLICY CHANGE(s):**

- Section 2 Incorporation – Major policy changes to subsection I, Incorporated Subsidiaries: State Associations. Proposal delivered to BOD for review. Motion to approve to be submitted out of Incorporation Committee at October BOD meeting.

### **GOALS THRU END OF TERM:**

- Partner with committee and program chairs to ensure:
  - Policy changes are consistent with existing bylaws and do not conflict with other policies.
  - Policies are concise, understandable and delivered in a format consistent with accepted P & P standards.
- Provide advice and counsel, as required.

The Policy and Procedure Committee encourages suggestions to improve the quality, clarity and effectiveness of the Policy and Procedure Manual.

Nina D. Schloffel – Committee Chair

Joanna Henshaw – Committee Member

Annie Pancrazio– Committee Member

Terri Rangel– Committee Member

Nancy Rekowski– Committee Member