

Access and Whole Community Inclusion Caucus Group Policy Guidelines Policy Guidelines

Approved Date: [8.17.23]

Membership Eligibility Requirements

An IAEM-USA member in good standing shall become a member of the group through the method established by the IAEM-USA Administrative Policies and Procedures (APPs), and shall remain a member of the group in perpetuity, while eligibility requirements continue to be met, or until such time that the member indicates their desire to end membership in the group. All members who meet these eligibility requirements are Voting Members.

Group Leadership

The criteria and selection process outlined in these policy guidelines shall be the basis for the annual formal recommendation to the incoming IAEM-USA Board of Directors for the appointment of the group's Chair and Vice Chair[s].

Nominees for elected leadership roles may be nominated by any Voting Member, including themselves, and such nomination must be submitted to the group's staff liaison to verify eligibility for the desired role.

The group leadership shall have the following composition:

Chair

1. Eligibility:
 - a. Must be a Voting Member
 - b. Can fulfill the duties of the role
 - c. Must be a member of the group for 1 year
 - d. Must have previously served as Vice Chair
 - e. Must be from the opposite of Vice Chair representation e.g public sector, private sector
2. Selection Process:
 - a. Vice Chair role will automatically ascend to Chair after a maximum of 2 years or after annual voting from the caucus members.
3. Vacancies:
 - a. Vice Chair automatically becomes Chair

Vice Chair[s]

1. Eligibility:
 - a. Must be a Voting Member
 - b. Can fulfill the duties of the role
 - c. Must be a member of the group
2. Selection Process:

- a. There will be a selection process through a voting poll, ballot or raise of hands.
 - b. Selection shall be made by a private ballot using a suitable method of voting as determined by the group leadership, and shall be made available to all Voting Members of the Caucus”
3. Vacancies:
- a. Annually the Caucus will vote to see if they would like to keep the current Chair and Vice Chair for no more than 2 years.
 - b. If the Caucus would like to nominate a new Vice Chair the Current Vice Chair will automatically move into the Chair role and a Vice Chair role will go into a voting process with the nominated members.
 - c. The nominations must be from the opposite of Chair representation e.g. public sector, private sector.