

OPERATOR PROGRAMMING ADVISORY COMMITTEE

Terms of Reference

1. PURPOSE

The purpose of the Operator Programming Advisory Committee is to provide subject matter advice, suggestions, industry contacts and promotion of events and activities designed specifically for water/wastewater operators. These activities may be part of a larger event, such as the Annual Conference, or a stand-alone activity such as the Operator CEU Day.

2. DESIRED RESULTS

The work of the Committee will contribute to increasing engagement at the BCWWA with the Operator community in BC and the Yukon.

3. ACTIVITIES AND PRODUCTS

The committee will advise and assist the BCWWA staff with planning and implementing Operator engagement activities including:

- 3.1. Developing a strategic plan and work plan.
- 3.2. Developing operator programming for the Annual Conference.
- 3.3. Identifying other operator engagement activities outside of the Annual Conference.
- 3.4. Planning and implementing an Operator CEU event strategy.

4. COMPOSITION

- 4.1. The Chair shall be appointed by the CEO.
- 4.2. Other committee members will be appointed by the CEO.
- 4.3. The committee will normally be comprised of BCWWA members.
- 4.4. The number of committee members will include a suitable contingent to ensure that all activities are sufficiently resourced.

5. AUTHORITY

- 5.1. The Operator Programming Advisory Committee is an administrative/operational committee and receives its authority from the CEO.
- 5.2. The committee has no authority to commit or expend funds of the BCWWA. Financial decisions are the responsibility of the CEO.
- 5.3. The committee has no authority to speak to the media about Board policy or otherwise make public statements on behalf of the BCWWA unless specifically authorized to do so by the CEO.

6. REPORTING

Report of committee activities will be through official minutes of each meeting, and post-event reports.