

Policies and Procedures for OTA Member Forums

The purposes of OTA Member Forums are:

- To give organizational identity to, and build community among, groups of members with like interests
- To provide for networking among peers by offering opportunities for interaction
- To gather and distribute information relating to the specific area of interest
- To channel ideas and issues from the respective areas of interest to OTA
- To assist the board and staff in setting strategic priorities that reflect the diversity of the OTA membership
- To act as a resource and pool of expertise for staff, the board, and/or other members

ADVISORY ROLE

Member participants may make suggestions to OTA staff and board and/or recommend the creation of a Task Force to more formally take up Member Forum concerns or projects.

REQUIREMENTS

- Represent an area of interest that can sustain a long-term need and appeal
- Reflect an area of interest that is within the scope of OTA's mission
- Have a minimum of 10 members

ESTABLISHMENT

OTA will establish the Member Forums based on communities of members working in committees and councils and the interests of its members as related to the OTA mission.

Any OTA member may request the creation of a new Member Forum by submitting a request to the OTA Executive Director detailing the following:

- The specific area of interest not satisfied by existing Forums
- Expressed intent of OTA member companies wanting to participate in the proposed Forum
- An explanation of how OTA members will benefit from the establishment of the proposed Forum

The final decision for formation of an OTA Member Forum shall rest with the OTA Executive Director. Member groups that do not have support/approval from the OTA Executive Director will be granted a hearing with the Board Community Relations Committee, upon request.

Staff will undertake annual review to assess the need for continuation of each group-- based upon group activity and with group input-- and to determine whether new or different configurations are warranted.

RESOURCES AND FUNDING

Member Forums will not charge fees to participate. Each Member Forum will have an OTA-sponsored list serve for communication among members.