



POLICY AND PROCEDURE

PROGRAM COMMITTEE POLICY

PURPOSE:

This policy is to provide structure for an effective OAMSS Program Committee.

POLICY:

Composition

The Program Committee consists of the President-Elect as Chair, President, Past President, Regional Representatives, Vendor Chair, and other members who volunteer and are appointed by the President, for rotating two-year terms. Volunteers will be solicited from the OAMMS membership. The duties shall be to plan two educational conferences per year for the membership.

Participation/Meeting Frequency

The Program Committee will convene approximately three to four months prior to a scheduled educational conference, and as often as needed prior to each conference. The Program Committee will convene via conference call or WebEx arranged by the President-Elect.

Board Approved: 3/22/2017 Revised: 1/19/2018; 2/1/2019; 8/19/2019