



## VCPFA BOARD OF DIRECTORS' POLICY

No. 905

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### CHARTER, POLITICAL ACTION COMMITTEE

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#### MISSION

The Political Action Committee shall exist to engage in state and local politics while informing and coordinating the political affairs of the Association. The Association recognizes the potential for outcomes of the political process to affect the livelihoods and working conditions of VCPFA Members as public safety employees and the Association demands a voice in the process. The mission of Political Action Committee is to influence political outcomes by inserting the voice of the Association and its members into the process, advancing the good cause of the Association in advocacy for the livelihoods and working conditions of VCPFA Members as public safety employees.

#### COMPOSITION AND ORGANIZATION

The Political Action Committee shall be comprised of at least three members appointed by the VCPFA President, one of whom shall be the Vice President, Political Action who will serve as the VCPFA Political Director and shall also chair the committee. In accordance with the VCPFA Bylaws the President shall be an ex-officio member of the committee. The President should appoint a sufficient number of committee members to successfully accomplish the mission set forth in this charter.

Committee members shall be allowed to serve on the committee until such time that they voluntarily withdraw their name or when, for good cause, the President revokes an individual appointment to the committee.

Directors of the VCPFA are encouraged to recruit such general members who may have a skill, knowledge base or interest in fulfilling the mission of this committee. Such recruited members shall be presented for consideration by the President at duly noticed Board of Directors meeting.

A quorum shall exist when a majority of committee members are present at duly announced meeting.

#### AUTHORITY AND RESPONSIBILITY

This committee is established as a standing committee through Board action in accordance with Article 5 Section 4 of the VCPFA By-Laws and thus is subordinate to the VCPFA Board of Directors.

The responsibilities of the Political Action Committee shall be as follows:

- Maintain fluency in state and local politics by engaging elected officials and recognizing legislation and local ordinances that have the potential to affect the livelihoods or working conditions of firefighters.
- Participate in such political events that are necessary to advance the good cause of the Association.
- Form such partnerships, alliances and coalitions necessary to strengthen the political voice of the Association while lending its talents and energies to organizations with a parallel mission.
- Establish relationships with political candidates and research legal and legislative initiatives that have the potential to affect VCPFA Members as public safety employees.
- Advise the Board of Directors and recommend courses of action the Board may effect.
- Administer the political program of the Association in manner both ethical and in compliance with relevant jurisdictional laws.
- Husband the resources of the Association in a manner that maintains financial solvency so that the Association's political program may endure in perpetuity.

### **MEETINGS**

The Political Action Committee shall meet as often as reasonably necessary to accomplish the mission and fulfill the responsibilities herein. Given the nature of the 56-hour shift work schedule of most VCPFA members the Chair of the Political Action Committee may elect to hold committee meetings via teleconference, webinar or other practical means which affords at least quorum of committee members the opportunity to convene at a pre-arranged date and time.

As necessary, the committee will meet in a joint session with other committees regarding items of concern to both committees.

### **COMMITTEE DOCUMENTATION**

The committee shall produce documents related to the conduct of its official business including but not limited to the following:

- Financial reports related to PAC fund expenditures
- Committee meeting minutes
- Amendments to this charter