COMMITTEE FACT SHEET

***ACCREDITATION REVIEW***

PURPOSE:

The Accreditation Review Committee is responsible for the development and review of the Chamber’s accreditation with the US Chamber of Commerce.

OBJECTIVES / ACTIVITIES:

The members of the Accreditation Review Committee meet at least every 5 (five) years to assist staff in the completion of the accreditation review questionnaire. The goal is to continue our member-driven culture by combining ideas, resources and volunteer service along with the Chamber’s professional staff.

STRUCTURE & LEADERSHIP:

Chamber functional area: OPERATIONS

This functional area is directed by the President & CEO.

The staff liaison managing this committee is: *VP Operations*

The Co-Chairs in 2010 to are *Mark Thompson & Susan Hayes*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

MEETING SCHEDULE:

The Committee meets at least 3 times every five years to develop a new submission. The committee meets as needed in off years to review the status , if necessary.

STAFF LIAISON & CONTACT INFORMATION:

Linda Ashworth, VP Operations

937-226-8252 phone

937-226-8254 fax

[lashworth@dacc.org](mailto:lashworth@dacc.org)

COMMITTEE FACT SHEET

***AIRPORT MARKETING AND DEVELOPMENT***

PURPOSE:

Acts as the oversight for planning and implementing an ongoing marketing and development program that meets airport passenger goals and ensures an effective business friendly air service program.

OBJECTIVES / ACTIVITIES:

* Implement research strategies to determine passenger needs on a regular basis (route studies)
* Provide guidance in marketing and communications planning, including the financial and human resources necessary to implement these plans in the most cost effective manner
* Provide guidance concerning communications vehicles that will be most effective in communicating the Airport’s message to its various audiences.
* Monitor the activities of the Business Travelers Center.

STRUCTURE & LEADERSHIP:

Chamber functional area: EPI Foundation

This functional area is directed by the *President& CEO*

The staff liaison managing this committee is: *Executive Director, EPI Foundation*

The volunteer committee Chair is: *Iftikar Ahmad, Airport Director City of Dayton*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company or role must involve activity with or within the Airport. Each committee member must commit to the above stated goals and be working as a marketing professional.

MEETING SCHEDULE:

The Committee meets at least quarterly or more often as needed.

STAFF LIAISON & CONTACT INFORMATION:

Linda Ashworth, Executive Director EPI Foundation

937-226-8252 phone

937-226-8254 fax

[lashworth@dacc.org](mailto:lashworth@dacc.org)

COMMITTEE FACT SHEET

***AMBASSADORS CLUB***

PURPOSE:

Retention of Chamber memberships by maintaining relationships with existing and new member companies.

OBJECTIVES / ACTIVITIES:

* The Ambassadors will be responsible for conducting Goodwill Calls with existing chamber members
* Make New Member Reception Calls as needed
* Participate in networking events as needed
* Call on Retention/Past Due members.

STRUCTURE & LEADERSHIP:

Chamber functional area: MEMBER RELATIONS

This functional area is directed by the VP, Member Relations.

The staff liaison managing this committee is: *VP, Member Relations*

The volunteer committee Chair is: *Julie Barhorst, Horizon Payroll*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

The Ambassador Club’s activities will be guided by a Steering Committee comprised of key Ambassador leaders. The Steering Committee consists of:

1. Ambassador Chair Overall Club Chair
2. Ambassador Chair-Elect Past Due Retention Calls
3. Ambassador Vice Chair Goodwill Calls
4. Immediate Past Chair & Historian Member Orientation Calls

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

Ambassadors must commit to the above goals and complete an application. He or she must complete assigned member calls and return input to staff within the suggested time frame. Ambassadors must maintain 75 points per quarter.

New Ambassadors are required to attend a new member orientation program, which the Chamber holds quarterly for all new Chamber members. This program will acquaint you with the programs and benefits of membership and enable you to share this information when you make goodwill calls.

Due to the size of the club, Ambassadors must not be representing the same company, unless specified from different areas of the company.

The Club will maintain a maximum of 50 Ambassadors. A waiting list will be established on a first come first available basis.

MEETING SCHEDULE:

The Club meets six times annually over lunch.

STAFF LIAISON & CONTACT INFORMATION:

Natalie King-Albert, VP Member Services

937-226-8243 phone

937-226-8254 fax

[nkingalbert@dacc.org](mailto:mtp@dacc.org)

COMMITTEE FACT SHEET

***AUDIT & FINANCE***

PURPOSE:

The Committee is the oversight for the development of information pertaining to all financial and payroll record keeping systems, and policies & procedures.

OBJECTIVES / ACTIVITIES:

* Report on an ongoing basis pertinent financial information and / or data
* Monitor annual financial audit and ensure its timely completion.
* Ensure a system of policies and procedures that will assure protection of the members’ assets.
* Review and approval the Chamber’s annual operating and capital budgets.
* Monitor and review the activity of the Chamber’s investments.

STRUCTURE & LEADERSHIP:

Chamber functional area: OPERATIONS

This functional area is directed by the President & CEO.

The staff liaison managing this committee is: *VP Operations*

The volunteer committee Chair is: *Treasurer, Board of Trustees*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

Committee members should have a high level of understanding of financial operations.

MEETING SCHEDULE:

The Committee meets at least 5 times a year- once prior to every Chamber Board of Trustees meeting, once to review the audit results, and once to review the budget.

STAFF LIAISON & CONTACT INFORMATION:

Linda Ashworth, VP Operations

937-226-8252 phone

937-226-8254 fax

[lashworth@dacc.org](mailto:lashworth@dacc.org)

COMMITTEE FACT SHEET

***BUSINESS AFTER HOURS***

PURPOSE:

Provides business-to-business networking opportunities that assist the members’ ability to expand their customer base. Each event provides the opportunity to experience many premier locations in the region while making valuable business contacts, entertaining customers or rewarding employees.

OBJECTIVES / ACTIVITIES:

* Selects 5-6 event locations
* Assists with event logistics and event theme
* Member to Member contact

STRUCTURE & LEADERSHIP:

Chamber functional area: MEMBER RELATIONS

This functional area is directed by the VP of Member Relations

The staff liaison managing this committee is: *Manager Networking*

The volunteer committee Chair is: *Elizabeth Riley, Insignia Signs*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

The committee will maintain a maximum of 20 members. A waiting list will be established on a first come first available basis.

The service term for the committee chairperson and committee members is one year. Individuals may serve a maximum of three consecutive terms.

MEETING SCHEDULE:

Meet approximately 6 times a year

STAFF LIAISON & CONTACT INFORMATION:

Robin Feather, Manager Networking

937-226-8283 phone

937-226-8254 fax

[robinf@dacc.org](mailto:robinf@dacc.org)

COMMITTEE FACT SHEET

***BREAKFAST BRIEFING***

PURPOSE:

This program assists provides members timely, focused and cost effective information. Regional CEO’s share business successes and strategies. The BB also provides yet another way for members to network.

OBJECTIVES / ACTIVITIES:

* Select CEO speakers
* Assist with event logistics
* Evaluates attendee surveys
* Member to member contact
* Meets approximately 6 times a year

STRUCTURE & LEADERSHIP:

Chamber functional area: MEMBER RELATIONS

This functional area is directed by the VP Member Relations

The staff liaison managing this committee is: *Manager, Networking*

The volunteer committee Chair is *Don Gray, Sales Engineering Group*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

The committee will maintain a maximum of 12 members. A waiting list will be established on a first come first available basis

MEETING SCHEDULE:

This breakfast series is held monthly the 2nd Friday of the month, excluding December.

The Committee meets approximately 9 times a year

STAFF LIAISON & CONTACT INFORMATION:

Robin Feather, Manager Networking

937-226-8283 phone

937-226-8254 fax

robinf@dacc.org

COMMITTEE FACT SHEET

***Business & Economic Development Oversight***

PURPOSE:

The Economic Development Oversight committee exists to review and to provide guidance for the economic development, workforce development and research activities of the Chamber.

OBJECTIVES / ACTIVITIES:

1. Achieve an understanding of the economic trends facing the greater Dayton region.
2. In that context, identify the issues, challenges and opportunities facing the region and guide the chamber’s role in creating a more favorable regional economy.
3. Provide guidance and review business and economic development activities and initiatives that support area business and regional development partners.
4. Provide guidance and review of initiatives that support the development, retention and recruitment of a qualified workforce.
5. Advise and direct research activities that provide support to business and regional planning partners.

STRUCTURE & LEADERSHIP:

Chamber functional area: PUBLIC POLICY & ECONOMIC DEVELOPMENT

This functional area is directed by the VP of Public Policy & Economic Development.

The staff liaison managing this committee is: *Director of Business & Economic Development*

The volunteer committee Chair is: *Eric Cluxton, Wells Fargo Insurance Services*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as an Economic Development Oversight Committee member, your company must be a member in good standing with the DACC. The committee chairperson must be a member of the Chamber’s Board of Trustees.

New Economic Development Oversight Committee members are encouraged to attend a new member orientation program, which the Chamber holds quarterly for all new Chamber members.

The committee will maintain a maximum of 20 members. A waiting list will be established on a first come first available basis.

MEETING SCHEDULE:

The Committee meets quarterly corresponding to the Chamber’s Board of Trustees meetings.

STAFF LIAISON & CONTACT INFORMATION:

Chris Kershner, VP of Public Policy & Economic Development

937-226-8289 phone

937-226-8254 fax

[cek@dacc.org](mailto:cek@dacc.org)

Chris Wimsatt, Dir. of Business & Economic Development

937-226-8293 phone

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cwimsatt@dacc.org

COMMITTEE FACT SHEET

***COMPENSATION & MANAGEMENT REVIEW***

PURPOSE:

The Compensation & Management Review Committee is charged with the broad responsibility to see that the officers and key management personnel of the organization are effectively compensated in terms of salaries, supplemental compensation and benefits which are internally equitable and externally competitive.

OBJECTIVES / ACTIVITIES:

* Annually evaluate the President & CEO
* Recommend to the Chair of the Board of Trustees, any changes in compensation and benefits for the President & CEO
* Approve any bonus pool recommendations made by staff.

STRUCTURE & LEADERSHIP:

Chamber functional area: OPERATIONS

This functional area is directed by the Chair, Board of Trustees.

The staff liaison managing this committee is: *President & CEO*

The volunteer committee Chair is: *Immediate Past Chair, Board of Trustees*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

Committee members are the Chair, Immediate Past Chair, Chair-Elect, Treasurer and Assistant Treasurer of the Chamber’s Board of Trustees.

MEETING SCHEDULE:

The Committee meets at least annually to evaluate the performance of the President & CEO. The committee meets as needed otherwise to perform its duties.

STAFF LIAISON & CONTACT INFORMATION:

Phillip L Parker, President & CEO

937-226-8225 phone

937-226-8254 fax

[pparker@dacc.org](mailto:pparker@dacc.org)

COMMITTEE FACT SHEET

***ENERGY & ENVIRONMENTAL COMMITTEE***

PURPOSE:

The Energy& Environmental Committee is responsible for establishing Chamber positions and guiding the Chamber’s advocacy efforts on local, state and federal energy & environmental-related public policies.

**The volunteer members of the DACC Energy& Environmental Committee strive to support and promote safe and environmentally responsible business practices through information exchange, business recognition, and the promotion of good public policy initiatives at the local, state and federal levels. The committee also strives to assist Chamber members with their efforts to:**

* Conduct business in an environmentally responsible manner.
* Incorporate environmental, health, and safety considerations into business planning.
* Foster the sustainable use of natural resources through pollution prevention, waste reduction, recycling, and material reuse.

Assist customers in addressing mutual environmental concerns.

OBJECTIVES / ACTIVITIES:

* **Legislative & Regulatory Advocacy –** The Energy & Environmental Committee takes positions and advocates on issues such as air quality, brownfield redevelopment, pollution prevention, hazardous waste disposal, environmental audits, farmland preservation, and permitting requirements. The committee also monitors environmental regulations and submits comments on rules promulgated by state and federal agencies.
* **Environmental Programming –** The Committee hosts various energy & environmental seminars and programs to provide attendees with an overview of environmental issues, including compliance tips and ideas for improving overall operations. Committee members receive invitations to attend special presentations by state and federal environmental officials. Events are currently being planned for 2010. More information on these events will be provided at upcoming committee meetings.

STRUCTURE & LEADERSHIP:

Chamber functional area: PUBLIC POLICY

This functional area is directed by the Director of Public Policy

The staff liaison managing this committee is: *Director, Public Policy*

The volunteer committee Chair is: *Steve Axtell, Thompson Hine*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

* Those who serve on the committee have access to various technical, legal, educational, legislative, and regulatory resources and also benefit from networking opportunities.
* Participation is open to any environmental professional who works for a member company of the Dayton Area Chamber of Commerce.
* There are no financial requirements to participate.

MEETING SCHEDULE:

Committee members are encouraged to attend meetings, which are held at 7:30 a.m. in Room 208 of the Convention Center on all meeting dates.

STAFF LIAISON CONTACT INFORMATION:

Stephanie Precht, Director – Public Policy

937-226-8277 phone

937-226-8254 fax

[sprecht@dacc.org](mailto:sprecht@dacc.org)

COMMITTEE FACT SHEET

***EPI BOARD OF TRUSTEES***

PURPOSE:

Exercises the powers of the Board of Trustees as defined in the Bylaws.

OBJECTIVES / ACTIVITIES:

* Review the activities of the EPI Foundation
* Approve policy decisions and actions
* Approves & monitors budget, grants, awards, and designated fund activities

STRUCTURE & LEADERSHIP:

Chamber functional area: OPERATIONS

This functional area is directed by the Chair, EPI Board of Trustees.

The staff liaison managing this committee is: *Executive Director, EPI*

The volunteer committee Chair is: *Rick Stover, PricewaterhouseCoopers*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber & EPI Foundation.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

At least a majority of the members must also serve as members of the Chamber’s Board of Trustees.

Committee members include the current Chamber Board of Trustees Chair, the Chamber Treasurer, and Legal Counsel.

MEETING SCHEDULE:

The Committee meets no more than quarterly.

STAFF LIAISON & CONTACT INFORMATION:

Phillip L Parker, President & CEO

937-226-8225 phone

937-226-8254 fax

[pparker@dacc.org](mailto:pparker@dacc.org)

Linda Ashworth, Executive Director

937-226-8252 phone

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[lashworth@dacc.org](mailto:lashworth@dacc.org)

COMMITTEE FACT SHEET

***EXECUTIVE DIALOGUE***

PURPOSE:

To foster a supportive and innovative educational environment that recognizes the unique educational needs of entrepreneurs. The feedback and recommendations received by this committee ensure that the activities related to the Executive Dialogue program support the mission and strategic objectives of the Chamber.

OBJECTIVES / ACTIVITIES:

* Liaisons are responsible for submitting group expense information to the program manager and coordinating all group meeting activities (date, time, location, reminder e-mails, speaker arrangements, etc.). All meeting expenses must be submitted using the appropriate form.
* Committee members help to plan the annual recruitment breakfast and a representative from each group should be prepared to speak at the breakfast.

STRUCTURE & LEADERSHIP:

Chamber functional area: BUSINESS SERVICES

This functional area is directed by the VP of Public Policy & Economic Development

The staff liaison managing this committee is: *Manager, Business Programming*

The volunteer committee Chair is: *Ron Monte, Holiday Inn South*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

To be eligible to serve as the chairperson of this committee, an individual must have served as an active committee member for at least one year.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

Each Executive Dialogue group will have one liaison/group representative.

The service term for the committee chairperson and committee members is two years. Individuals may serve a maximum of two consecutive terms.

MEETING SCHEDULE:

This committee meets twice a year and each liaison must attend at least one of the meetings in order to remain an active committee member. In the event that the liaison is unable to attend a committee meeting, they should arrange for another group member to attend in their place.

STAFF LIAISON & CONTACT INFORMATION:

LaDonna Wulfeck, Manager – Business Programming

937-226-8264 phone

937-226-8254 fax

lwulfeck@dacc.org

COMMITTEE FACT SHEET

***EXECUTIVE COMMITTEE***

PURPOSE:

Acts on behalf and exercises the powers of the Board of Trustees between meetings of the full Board.

OBJECTIVES / ACTIVITIES:

* Review the activities of the Chamber
* Approve policy decisions and actions on behalf of the Board of Trustees

STRUCTURE & LEADERSHIP:

Chamber functional area: OPERATIONS

This functional area is directed by the Chair, Board of Trustees.

The staff liaison managing this committee is: *President & CEO*

The volunteer committee Chair is: *Jim Pancoast, Premier Health Partners*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

Committee members are the Officers, Legal Counsel, EPI Board of Trustees Chair, Oversight Committee Chairs, and at large Board of Trustee members.

MEETING SCHEDULE:

The Committee meets monthly.

STAFF LIAISON & CONTACT INFORMATION:

Phillip L Parker, President & CEO

937-226-8225 phone

937-226-8254 fax

[pparker@dacc.org](mailto:pparker@dacc.org)

Marcia Bostick, Manager Administration

937-226-8225 phone

937-226-8254 fax

[mbostick@dacc.org](mailto:mbostick@dacc.org)

COMMITTEE FACT SHEET

***Generation Dayton Steering Committee***

PURPOSE:

The feedback and recommendations received by this committee ensure that the events and activities related to Generation Dayton (GenD) support the mission and strategic objectives of the Chamber. This committee has primary oversight responsibility for the GenD program and all associated activities.

OBJECTIVES / ACTIVITIES:

* Provides input and feedback to Chamber staff regarding the GenD program and all member events and activities.
* In cooperation with staff, this committee is responsible for reviewing/updating the content for program activity.

STRUCTURE & LEADERSHIP:

Chamber functional area: BUSINESS SERVICES

This functional area is directed by the VP of Public Policy & Economic Development.

The staff liaison managing this committee is: *Manager, Business Programming*

The volunteer committee Chair is: *Shanon Potts, City of Dayton Dept. of Law*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The Volunteer Committee Chair will serve as a non-voting, ex-officio member of the Chamber Board of Trustees during his/her term as Chair of Generation Dayton. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

This is a young professionals program.

It is highly encouraged that all GenD members’ companies be members in good standing with the DACC. Each committee member must commit to the above stated goals.

The service term for the committee chairperson is three years. Individuals may serve a maximum of two consecutive terms.

MEETING SCHEDULE:

This committee meets monthly.

STAFF LIAISON & CONTACT INFORMATION:

LaDonna Wulfeck, Manager – Business Programming, 937-226-8264

[lwulfeck@dacc.org](mailto:lwulfeck@dacc.org)

COMMITTEE FACT SHEET

***CHAMBER CHALLENGE GOLF OUTING***

PURPOSE:

The Committee is responsible for recruiting financial resources necessary to maintain the quality level of programs and services. The event provides a wonderful format to network and entertain clients.

OBJECTIVES / ACTIVITIES:

* Help to recruit sponsors
* Assists with event logistics
* Secures prizes and silent auction offerings

STRUCTURE & LEADERSHIP:

Chamber functional area: MEMBER RELATIONS

This functional area is directed by the VP of Member Relations

The staff liaison managing this committee is: *Manager Networking*

The volunteer committee Chair is: *Cathy Schwarzman, Extermital Termite & Pest Control*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

The committee will maintain a maximum of 20 members on the main committee with sub committees then being formed. A waiting list will be established on a first come first available basis.

The service term for the committee chairperson and committee members is one year. Individuals may serve a maximum of three consecutive terms.

MEETING SCHEDULE:

Meet approximately 20 times a year

STAFF LIAISON & CONTACT INFORMATION:

Robin Feather, Manager Networking

937-226-8283 phone

937-226-8254 fax

[robinf@dacc.org](mailto:robinf@dacc.org)

COMMITTEE FACT SHEET

***GOVERNANCE***

PURPOSE:

Acts as the oversight for the development of a plan to ensure the continued elected or appointed leadership is in place as well as written guidelines by which the Chamber will conduct business.

OBJECTIVES / ACTIVITIES:

* Review and recommend for changes to the Board of Trustees and / or the general membership any changes to the bylaws, policies and procedures that are needed to improve the service to the membership and enhance the image and reputation of the Chamber. Ensure the Chamber is abiding by such guidelines.
* Act as the Trustee Nominating Committee - Put in place a timely and on-going system of identifying, electing or appointing qualified leadership to the Board of Trustees.
* Act as the Officer Nominating Committee - Ensure that the committee recommends the appropriate leadership to the Board and the general membership.
* Provide Board of Trustee conduct oversight including monitoring conflicts of interest and volunteer conduct. If a matter of conduct is raised and involves a current Officer, the Chair of the Board of Trustees will instruct the Governance Committee Chair to appoint the non-board members of the Governance Committee to review and recommend any necessary action on behalf of the entire Committee.

STRUCTURE & LEADERSHIP:

Chamber functional area: OPERATIONS

This functional area is directed by the President & CEO.

The staff liaison managing this committee is: *President & CEO*

The volunteer committee Chair is: *Dr. Roy Chew, Kettering Medical Center*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

The committee will be appointed by the Chair of the Board of Trustees. It will consist of at least three members of the Board of Trustees and two appointees from the general membership who are not members of the Board of Trustees.

MEETING SCHEDULE:

The Committee meets at least annually and upon other occasion as necessary.

STAFF LIAISON & CONTACT INFORMATION:

Phillip Parker, President & CEO

937-226-8225 phone

937-226-8254 fax

[pparker@dacc.org](mailto:pparker@dacc.org)

COMMITTEE FACT SHEET

***GROUP VALUE SERVICES***

PURPOSE:

The Group Value Services Committee is an advisory group that supports the Chamber with the selection, marking and management of the Group Value Benefit Programs. Currently the Chamber has ten programs in place.

OBJECTIVES / ACTIVITIES:

* Access member satisfaction with the benefit programs.
* Evaluate program performance to targeted goals.
* Evaluate and recommend new programs or changes to existing programs.
* Maintain a high level of understanding of the benefits of each program to both members and the Chamber.

STRUCTURE & LEADERSHIP:

Chamber functional area: MEMBER RELATIONS

This functional area is directed by the VP, Member Relations.

The staff liaison managing this committee is: *VP, Member Relations*

The volunteer committee Chair is: *Dan Driskell, Brower Insurance*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

The committee is made up of 11 members.

MEETING SCHEDULE:

The committee meets 6 times a year to review current programs and ideas submitted by members for new programs. A luncheon with the group value partners and committee takes place in February.

STAFF LIAISON & CONTACT INFORMATION:

Natalie King-Albert, VP Member Services

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[nkingalbert@dacc.org](mailto:nkingalbert@dacc.org)

COMMITTEE FACT SHEET

***LEADERSHIP DAYTON BOARD OF GOVERNORS***

PURPOSE:

The feedback and recommendations received by this committee ensure that the events and activities related to Leadership Dayton (LD) support the mission and strategic objectives of the Chamber. This committee has primary oversight responsibility for the LD program and all member (post-program) activities.

OBJECTIVES / ACTIVITIES:

* Provides input and feedback to Chamber staff regarding the Leadership Dayton program and all member events and activities.
* Is responsible for reviewing/updating the content for each program session (including evaluation) and selecting program participants.

STRUCTURE & LEADERSHIP:

Chamber functional area: BUSINESS SERVICES

This functional area is directed by the VP of Public Policy & Economic Development.

The staff liaison managing this committee is: *Manager Training & Development*

The volunteer committee Chair is: *Susan Hayes, Community Mercy Health Partners*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

The service term for the committee chairperson is three years. Individuals may serve a maximum of two consecutive terms. Please refer to the official governance schedule for service term details and committee composition guidelines for the board of governors.

MEETING SCHEDULE:

This committee meets twice a year and each liaison must attend at least one of the meetings in order to remain an active committee member. In the event that the liaison is unable to attend a committee meeting, they should arrange for another group member to attend in their place.

STAFF LIAISON & CONTACT INFORMATION:

Stephanie Yenn, Manager Training & Development

937-226-8256 phone

937-226-8254 fax

syenn@dacc.org

COMMITTEE FACT SHEET

***LEGISLATIVE & REGULATORY AFFAIRS***

PURPOSE:

The Dayton Area Chamber of Commerce’s Legislative & Regulatory Affairs Committee is responsible for recommending positions and strategizing the Chamber’s advocacy efforts on a wide range of business-related public policy issues. The committee supports initiatives that foster a strong economic climate and encourage business growth and development.

OBJECTIVES / ACTIVITIES:

Among the issues that committee members consider and review at meetings are:

* Tax and regulatory reform at the local, state and federal levels
* Small business advocacy and assistance
* Policies to advance a fair and reasonable civil justice system for businesses
* Workplace regulations and workforce development, including health care
* International trade
* Transportation, high-technology infrastructure, and e-commerce

The committee also provides input on speakers to invite as part of the Chamber’s government affairs breakfast series, as well as issues to promote during the Legislative Day at the State Capitol.

The feedback received from this committee guides the Chamber’s public policy and government advocacy activities.

The committee also serves as a forum for members to network with other professionals, share information about the local business environment, and exchange ideas about business issues, commercial developments, and industry trends.

STRUCTURE & LEADERSHIP:

Chamber functional area: PUBLIC POLICY

This functional area is directed by the VP of Public Policy & Economic Development

The staff liaison managing this committee is: *Director, Public Policy*

The volunteer committee Chair *is Ken Herr, Shook National Corp.*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

The member’s employer maintains its membership with the Dayton Area Chamber of Commerce.

MEETING SCHEDULE:

The committee meetings are scheduled at 7:30 a.m. (TBD). Chamber members who want to attend upcoming meetings and be informed of committee activities can have their name and e-mail address added to the committee contact list for regular e-mail updates.

STAFF LIAISON CONTACT INFORMATION:

Stephanie Precht, Director, Public Policy

937-226-8277 phone

937-226-8254 fax

[sprecht@dacc.org](mailto:sprecht@dacc.org)

COMMITTEE FACT SHEET

***MARKETING & COMMUNICATIONS***

PURPOSE:

Acts as the oversight for planning and implementing an ongoing marketing and communications program that meets Chamber membership retention goals and ensures an effective internal communications program.

OBJECTIVES / ACTIVITIES:

* Design research strategies to determine member needs and perceptions on a regular basis
* Provide guidance to staff in marketing and communications planning, including the financial and human resources necessary to implement these plans in the most cost effective manner
* Provide guidance to staff concerning communications vehicles that will be most effective in communicating the Chamber’s message to its various audiences.
* Monitor the Chamber Brand Identity.

STRUCTURE & LEADERSHIP:

Chamber functional area: MARKETING & COMMUNICATIONS

This functional area is directed by the *VP, Marketing & Communications*

The staff liaison managing this committee is: *VP, Marketing & Communications*

The volunteer committee Chair is: *John Hannon, WBDT-TV, Dayton's CW*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals and be working as a marketing professional.

MEETING SCHEDULE:

The Committee meets the second Thursday of every other month.

STAFF LIAISON & CONTACT INFORMATION:

Toni Bankston, VP, Marketing & Communications

937-226-8245 phone

937-226-8254 fax

[tbankston@dacc.org](mailto:tbankston@dacc.org)

COMMITTEE FACT SHEET

***MEMBER RELATIONS***

PURPOSE:

Acts as the oversight for development and implementation of the policies and procedures pertaining to the retention and growth of membership in the organization.

OBJECTIVES / ACTIVITIES:

* Monitor the success of the group purchasing programs
* Review the dues structure to ensure the maximum revenues while preserving member dues equity
* Monitor the retention rate of members compared to goals
* Assist in an annual volunteer member recruitment campaign.

STRUCTURE & LEADERSHIP:

Chamber functional area: MEMBER RELATIONS

This functional area is directed by the VP, Member Relations.

The staff liaison managing this committee is: *VP, Member Relations*

The volunteer committee Chair is: *Kim Duncan, Elements IV Interiors*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

The committee consists of the Chairs of the following committees: Ambassadors Club, Group Value Services, Volunteerism, and Member Equity.

MEETING SCHEDULE:

The Committee meets quarterly prior to the Chamber’s Board of Trustees meetings.

STAFF LIAISON & CONTACT INFORMATION:

Natalie King-Albert, VP Member Services

937-226-8243 phone

937-226-8254 fax

[nkingalbert@dacc.org](mailto:nkingalbert@dacc.org)

COMMITTEE FACT SHEET

***Military & Federal Government Affairs***

PURPOSE:

Members of the Military & Federal Government Affairs Committee are responsible for providing guidance to the Chamber’s public policy staff on a wide range of local, state and federal issues that are important to the future success of Wright Patterson Air Force Base.

OBJECTIVES / ACTIVITIES:

The committee works to ensure that the Base maintains its positive impact on the region’s economy through the following program areas:

* Military infrastructure;
* Technology transfer;
* Aerospace and aviation research and development;
* Federal regulations and policies;
* Contract procurement opportunities; and
* Quality of life considerations for local servicemen and women.

The committee also serves as a professional forum for members to network and to share information.

STRUCTURE & LEADERSHIP:

Chamber functional area: PUBLIC POLICY

This functional area is directed by the VP of Public Policy & Economic Development

The staff liaison managing this committee is: *VP of Public Policy & Economic Development*

The volunteer committee Chair is: *Bill McCabe, Aerospace Business Development Associates*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber. Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

Membership in the Military & Federal Government Affairs Committee is open to any employee of a company that maintains a membership with the Dayton Area Chamber of Commerce. There are currently about 50 active members of the committee.

MEETING SCHEDULE:

The committee meets every other month in the Executive Conference Room (Room 208) of the Dayton Convention Center.

STAFF LIAISON:

Chris Kershner, VP Public Policy & Economic Development

937-226-8289 phone

937-226-8254 fax

[cek@dacc.org](mailto:cek@dacc.org)

COMMITTEE FACT SHEET

***PUBLIC POLICY OVERSIGHT***

PURPOSE:

Acts as the oversight for the development of a process to represent the members’ interests in the public policy arena.

OBJECTIVES / ACTIVITIES:

* Bi-annually develop a legislative agenda.
* Meet regularly with committee members and staff (at least quarterly) to ensure a consistent flow of information to the Board of Trustees, committee membership and general membership.
* Review and report on public policy positions to the Executive Committee and Board of Trustees.
* Utilize committees, task forces or other needed resources to carry out the policies and goals set forth by the committee and the Board of Trustees.
* Chair will become a member of the Chamber’s Board of Trustees and Executive Committee and should attend all scheduled meetings of those bodies.
* Committee and Chair shall work to ensure new and future leadership is being encouraged and trained.

STRUCTURE & LEADERSHIP:

Chamber functional area: PUBLIC POLICY

This functional area is directed by the VP of Public Policy & Economic Development

The staff liaison managing this committee is: *VP Public Policy& Economic Development*

The volunteer committee Chair is: *David Kinsaul, Dayton Children’s Medical Center*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

MEETING SCHEDULE:

As needed.

STAFF LIAISON & CONTACT INFORMATION:

Chris Kershner, VP Public Policy & Economic Development

937-226-8289 phone

937-226-8254 fax

[cek@dacc.org](mailto:cek@dacc.org)

COMMITTEE FACT SHEET

***Dayton / Miami Valley Safety Council***

PURPOSE:

The Dayton/Miami Valley Safety Council enhances a safe and healthy environment in the workplace through:

* Education
* Networking
* Information Systems
* Advocacy

OBJECTIVES / ACTIVITIES:

Membership benefits include low-cost educational programs, professional networking, access to the video library (an extensive collection of more than 200 professionally prepared videos covering a wide range of safety topics), and a subscription to the SafetyNET newsletter. Members also receive updates on public policy and advocacy efforts relating to the safety area and have the opportunity to participate in the development of official Chamber positions on local, state and federal safety-related public policies. Those who serve on the Safety Council also have access to various technical, legal, educational, legislative, and regulatory resources.

The Safety Council will also be hosting the following educational programs during the year:

* **Breakfast with the Experts series** –This monthly breakfast series features presentations from local experts on a wide variety of safety topics and is held on the third Wednesday of the month.
* **Safety Conference & Symposium –** This annual conference features a full day of seminars and a luncheon keynote speaker in addition to exhibitors.
* **10-Hour OSHA General Industry Course –** Through the Safety Council, members have the option to attend a 10-hour OSHA general industry training course. This course is provided at a reduced rate to members**.**

STRUCTURE & LEADERSHIP:

Chamber functional area: PUBLIC POLICY

This functional area is directed by the Director of Public Policy.

The staff liaison managing this committee is: *Manager, Safety, Health & Environmental Programming*

The volunteer committee Chair is: *Connie Muncy, Montgomery County Water Services*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

The Chairman and Vice Chairman serve two-year terms and serve a maximum of 2 terms (or 4 years). The Vice Chairman automatically assumes the role of Chairman upon completion of the former Chairman’s term. At that time, a new Vice Chairman is selected by the Board.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

Membership in the Safety Council is open to any company that is interested in providing a safe and healthy workplace for its employees. The membership dues investment is a sliding scale based on the number of full-time employees in the greater Dayton region. For organizations with 1 to 49 employees, the fee is $75; for organizations with 50 to 199 employees, the fee is $150; for organizations with 200 to 999 employees, the fee is $250; for organizations with 1000 to 2999 employees, the fee is $550; and for organizations with 3000 to 4999 employees, the fee is $750.

Board service is open to active members of the Safety Council. Board members are expected to attend the quarterly Board meetings and provide direction on the Safety Council’s activities, as well as assist the Safety Council in retaining and recruiting members, and development of safety programs. Members of the Safety Council do not need to serve as Board members to attend the membership meetings.

MEETING SCHEDULE:

The Safety Council hosts quarterly meetings for its general members as part of the Safety Breakfast with the Experts program. In addition to a presentation by the featured speaker, the agenda for each meeting typically includes updates on programs, membership issues, public policy and advocacy activities, and other organizational business.

Members are encouraged to attend the quarterly meetings.

STAFF LIAISON:

Amanda Byers

Manager – Safety, Health & Environmental Programming

937-226-8227 phone

937-226-8254 fax

COMMITTEE FACT SHEET

***AWARD FOR INNOVATION***

PURPOSE:

The Committee is an advisory group that supports the Chamber with the selection, marketing and management of the annual Soin Award for Innovation.

OBJECTIVES / ACTIVITIES:

* Evaluate program performance to targeted goals.
* Evaluate and recommend annual recipient of the Soin Award for Innovation.

STRUCTURE & LEADERSHIP:

Chamber functional area: EPI

This functional area is directed by the Director, EPI.

The staff liaison managing this committee is: *Director, Economic Development*

The volunteer committee Chair is: *Vishal Soin, Soin Intl*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

MEETING SCHEDULE:

The committee meets 2 times a year to review current applicants for the award. The award is presented at the Chamber’s annual meeting in April.

STAFF LIAISON & CONTACT INFORMATION:

Chris Wimsatt, Director Economic Development

937-226-8293 phone

937-226-8254 fax

[cwimsatt@dacc.org](mailto:cwimsatt@dacc.org)

COMMITTEE FACT SHEET

***STRATEGIC PLAN REVIEW***

PURPOSE:

The Strategic Planning Committee is responsible for the development and review of the Chamber’s strategic plan.

OBJECTIVES / ACTIVITIES:

The members of the Strategic Planning Committee meet every 3 (three) years to develop a strategic plan for the Chamber by outlining key issues and elements in order to develop strategic priorities, action plans and outcomes. The goal is to continue our member-driven culture by combining ideas, resources and volunteer service along with the Chamber’s professional staff.

STRUCTURE & LEADERSHIP:

Chamber functional area: OPERATIONS

This functional area is directed by the President & CEO.

The staff liaison managing this committee is: *President & CEO*

The Co-Chairs in 2010 to create the 2011-2013 Plan are *Jim Pancoast and Jim Hoehn*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

Committee members are members of the Board of Trustees and Senior Management of the Chamber.

MEETING SCHEDULE:

The Committee meets at least 3 times every three years to develop a new plan. The committee meets as needed in off years to review the status of the existing plan.

STAFF LIAISON & CONTACT INFORMATION:

Phillip L Parker, President & CEO

937-226-8225 phone

937-226-8254 fax

[pparker@dacc.org](mailto:pparker@dacc.org)

COMMITTEE FACT SHEET

***VOLUNTEERISM***

PURPOSE:

The Committee was formed to ensure that the volunteer experience is productive and enjoyable and that the volunteers are recognized for their efforts. The Chamber works with more than 400 volunteers on an annual basis and it is important that we do not overlook the significant impact our volunteers provide to the Chamber.

OBJECTIVES / ACTIVITIES:

* Recognize four volunteers for each quarter and one volunteer of the year.
* Send a volunteer satisfaction survey to all volunteers for completion by August 31, 2005. Review findings and submit report to Membership Oversight Chair.

STRUCTURE & LEADERSHIP:

Chamber functional area: MEMBER RELATIONS

This functional area is directed by the VP, Member Relations.

The staff liaison managing this committee is: *VP, Member Relations*

The volunteer committee Chair is: *Jeff Zaret, National Processing Solutions*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

Maintain a committee of at least five individuals.

MEETING SCHEDULE:

The committee will meet four times each year to select the volunteer of the quarter/year and will attend board meetings to honor the volunteers.

STAFF LIAISON & CONTACT INFORMATION:

Natalie King-Albert, VP Member Services

937-226-8243 phone

937-226-8254 fax

[nkingalbert@dacc.org](mailto:nkingalbert@dacc.org)

COMMITTEE FACT SHEET

***WORKFORCE OVERSIGHT***

PURPOSE:

Acts as the oversight for the development of programs and services which provide employers with cost-effective and time-efficient solutions to their workforce needs.

OBJECTIVES / ACTIVITIES:

* Develop and monitor programs which assist with retention, recruitment or enhancement of members’ employees.
* Meet regularly with committee members and staff (at least quarterly) to ensure a consistent flow of information to the Board of Trustees, committee membership and general membership.
* Act as the review and reporting mechanism for the following programs: Leadership Dayton, Executive Dialogue, Generation Dayton, Hello Dayton, and Discover Dayton.
* Utilize committees, task forces or other needed resources to carry out the policies and goals set forth by the committee and the Board of Trustees.
* Chair will become a member of the Chamber’s Board of Trustees and Executive Committee and should attend all scheduled meetings of those bodies.
* Committee and Chair shall work to ensure new and future leadership is being encouraged and trained.

STRUCTURE & LEADERSHIP:

Chamber functional area: WORKFORCE

This functional area is directed by the: *VP’s of Public Policy & Economic Development and Operations*

The staff liaison managing this committee is: *Manager, Workforce Development*

The volunteer committee Chair is: *Deb Norris, Sinclair Community College*

The Committee Chair serves at the pleasure of the Chamber’s Chair of the Board of Trustees. The staff liaison and Committee Chair are responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals. The committee will include, at a minimum, a representative from Generation Dayton, Leadership Dayton, Executive Dialogue, Greater Dayton Works, and MVHRA.

MEETING SCHEDULE:

As needed, preferably quarterly.

STAFF LIAISON & CONTACT INFORMATION:

|  |  |  |
| --- | --- | --- |
| Roberta Walker | Chris Kershner | Linda Ashworth |
| Manager, Workforce Dev. | VP, Public Policy & Econ Dev | VP, Operations |
| 937-226-8258, [rwalker@dacc.org](mailto:rwalker@dacc.org) | 937-226-8289, cek@dacc.org | 937-226-8252, lashworth@dacc.org |

COMMITTEE FACT SHEET

***RESEARCH ADVISORY***

PURPOSE:

To support the mission and objectives of the Chamber’s research and information services, including printed publications, web content and a once yearly Economic Outlook.

OBJECTIVES / ACTIVITIES:

1. Discuss the economic outlook for the coming year.
2. Committee members are expected to share their economic knowledge of their specialty area, so as to contribute to a comprehensive economic forecast for the community.
3. Review the compiled outlook report and respond with feedback and recommendations.
4. Committee may periodically meet to review other research and information projects of interest to provide feedback to Chamber staff and make recommendations on how to allocate resources.

STRUCTURE & LEADERSHIP:

Chamber functional area: BUSINESS & ECONOMIC DEVELOPMENT

This functional area is directed by the Director of Business & Economic Development.

The staff liaison managing this committee is: *Director of Business & Economic Development*

The staff liaison is responsible for managing the activities of the committee to coincide with the business and strategic plan objectives of the Chamber.

Upon adequate notification to all committee members, a quorum at a duly called meeting will be defined as those in attendance.

QUALIFICATIONS:

To qualify as a member, your company must be a member in good standing with the DACC. Each committee member must commit to the above stated goals.

The committee will maintain a maximum of 15 members, with the goal of achieving a mix of individuals with complementary areas of expertise on economic issues facing the region or insight on specific industries.

MEETING SCHEDULE:

Typically meets once each year in Sept-October.

STAFF LIAISON & CONTACT INFORMATION:

Chris Wimsatt, Director of Business & Economic Development

937-226-8293 phone

937-226-8254 fax

[cwimsatt@dacc.org](mailto:cwimsatt@dacc.org)