



CP#6-03 – Industry Advisory Committee

Approved: 01/17/04 | Revised: 09/13/08

1.0 **Purpose of Council Policy:** This policy establishes the ICC Industry Advisory Committee and sets forth the objectives, procedures, and organization of the Committee.

2.0 **Name of Committee:** ICC Industry Advisory Committee (IAC).

3.0 **Objectives of Committee:**

- 3.1 To advise the ICC Board of Directors on matters that will affect the working relationship or coordination of efforts of the ICC and industry, Federal agencies and standards writing organizations.
- 3.2 To advise the ICC of methods to implement and improve the Codes and other documents and services provided by the ICC.
- 3.3 To advise the ICC as to policies and programs to enhance the codes, administration and enforcement profession.

4.0 **Rules and Procedures of Committee:**

- 4.1 **Agenda:** The Committee shall address those matters brought to their attention by committee members, members of industry and referred to the Committee by the ICC Board of Directors.
- 4.2 **Voting:** Each committee member shall be entitled one vote with the member alternate eligible for one vote in the absence of the member. All attendees at a committee meeting are entitled to make and second a motion.
- 4.3 **Staff Support:** The CEO of the ICC shall provide the necessary staff support to permit the Committee to accomplish its work. The staff support shall consist of generating and circulating meeting notices and minutes, arranging meeting space and distribution of pertinent materials.
- 4.4 **Meetings:** All meetings shall be announced in advance and open to all interested parties.
- 4.5 **Member Representation:** Each member shall represent an organization representing a national group engaged in activities related to pursuing the purpose and objectives of ICC and the codes and standards developed by ICC, such as the following:

- Design Professions
- Associations of Construction Materials
- Standards Writing Organizations
- Federal Agencies
- Associations of State Agencies
- Testing Laboratories
- Associations of Builders and Contractors
- Associations of Products and Manufacturers

Associations of Building owners, Operators and Managers
Labor
Insurance
Trade
Public Interest Organizations
Other non-profits

5.0 **Committee Organization and Structure:**

5.1 **Appointments:** The ICC Board of Directors shall appoint the members of the Committee and one alternate to each member. For efficiency, the Board may delegate the appointment of IAC membership to the CEO.

5.2 **Committee Officers:** The Committee Chairman and Vice Chairman shall be elected by the Committee from the appointed members of the committee. Such officers shall serve a one-year term without a limitation as to consecutive terms.

6.0 **Report and Minutes:** The committee agendas, reports, and minutes shall be placed on the following meeting agenda of the ICC Board of Directors.

7.0 **Expenses:** All members shall be responsible for their own expenses.