



**Charge & Trial Board:** Whenever charges are pressed against any member or the SEA, the charges are processed by the members of the Charge & Trial Board.

**Collective Bargaining Advisory Committee:** Meet and study, prepare and initiate all Association policies and programs relative to collective bargaining. The committee submits reports to the Board of Directors. The committee recommends proposed revisions to statutes relative to collective bargaining to the convention through the Resolutions Committee. This committee carries out all other additional duties and responsibilities as are delegated to it by the Board of Directors.

**Constitution and By-Laws Committee:** Assist the Board of Directors in approving chapter by-laws by making a study of them and reporting its findings to the Board of Directors. It studies the constitution of the Association and presents such amendments to the convention as it deems expedient. It studies all other proposed amendments and reports its findings thereon to the convention. It prepares the "Rules of Order" for the annual convention. It acts as an advisory group when called upon by the council and chapters in preparing by-laws and rules of order.

**Convention Arrangements Committee:** Responsible for recommending the convention site to the Board of Directors. In addition to the site selection, the committee ensures that accommodations and program arrangements meet the needs of the delegates.

**Dues Assistance Committee (adhoc):** Accepts applications and makes recommendations to the Board of Directors on requests for dues assistance.

**Ethics Committee:** Accepts proposals for changes to the Code of Ethics from any member. The committee reviews the Code and makes proposals for amendments to the Board of Directors as necessary. The committee enters advisory opinions on questions of ethics and provides guidance to members of the Association. The committee proposes policies for use by the Board of Directors which will further define the scope of the Code of Ethics.

**Financial Advisory Committee:** Prepares the annual budget for the Association and submits it to the Board of Directors for approval. This committee considers all requests for expenditures not included in the budget that are referred to it by the Board of Directors, and submits its recommendations to the Board of Directors.

**Grievance Committee:** Consists of five members, one of whom is the second vice president, who serves as chairperson. The Grievance Committee, with the approval of the Board of Directors, establishes a procedure for all grievances. The Grievance Committee investigates the facts in all requests for representation that are submitted from members through the executive director. It takes such action on behalf of the member or members, providing such members are in good standing, as it deems advisable. Any member in good standing shall have the right to appeal to the Board of Directors.

**Honorary Membership Committee:** Investigates all persons recommended for honorary membership in the Association, and reports its recommendation to the Board of Directors at the regular September meeting, or sooner if requested to do so by the Board of Directors. It also studies nominees and selects the winner for the John B. Parker Outstanding Member Award.

**Information Technology Advisory Committee:** Responsibilities of reviewing and assessing the Association's technology needs, the collection and use of data, and making the necessary recommendations to the Association Board of Directors to maintain the efficiency of the State Employees' Association of New Hampshire.

**Lavender Caucus:** Responsible to allow for more diverse and active participation in union activities and increase access to benefits to all members and their families.

**Member Discounts :** Studies all fringe benefit programs, including insurance, referred to this committee by the Board of Directors of the Association, and recommends to the Board of Directors the findings, policies and procedures it deems necessary to improve the benefits accrued by the membership.

**Operation Santa Claus Committee:** Prepare and coordinate the Association's fundraising efforts at Christmas time for needy children throughout the State. The assignments for this committee are effective in January.

**Organization Committee:** Study, prepare and carry out such activities as will build up the membership of this organization. The Organization Committee is responsible for all aspects of chapter formation, dissolution, and the monitoring of chapter compliance with the constitutional chapter meeting requirements.

**Political Education Committee:** Meet and study, prepare and initiate the political education and political action programs of the Association. The committee submits reports and makes recommendations to the Board of Directors. The committee recommends statutory revisions that are in the best interests of the political posture of the Association and its members to the convention through the Resolutions Committee. This committee carries out all other duties and responsibilities as are delegated to it by the Board of Directors.

**Resolutions Committee:** Study all resolutions presented to the convention and submit its recommendations. This committee holds meetings prior to the convention to obtain information on the resolutions to be presented. It submits resolutions to the convention, in the prescribed manner on the first day of the convention, that may be necessary for the good and welfare of the Association.

**Retirement Committee:** Studies and makes recommendations of the retirement law and such other matters affecting these laws as it deems expedient. All resolutions passed by the convention affecting the state employees' Retirement System are referred to this committee, which makes a study thereof and reports its findings to the Board of Directors. This committee is also an advisory committee to the legislative committee on all matters affecting the retirement systems of other employees.

**Road Race Committee (adhoc):** Plans and executes the Associations annual 5K road race.

**Social Activities Committee:** Develop the social activities of the Association, its Council and its Annual Convention.

**Steward Committee:** Coordinate, plan, present or approve for presentation, steward training as required. The committee shall establish and maintain a means by which stewards may receive assistance with any aspect of the duties of a steward. The committee shall recommend to the Board of Directors any changes in these duties deemed appropriate.

**Thank you for your interest in serving on a Committee. It is through your engagement that we are a better union.**