

2018/19 COTAPSA COMMITTEE STRUCTURE

AUDIT and FINANCIAL MANAGEMENT (Chair - Treasurer per Bylaw)

- Association Budget
- Investments
- Membership Dues or Special Levy
- Audit
- Banking/Corporate Insurances

COMMUNICATION (Chair - Secretary)

- Bulletins/Communiques – as required
- Newsletters – 4 per year
- Social Media – Website, LinkedIn, Facebook, Twitter

GOVERNANCE (Chair - ED)

- By-laws
- Minutes
- Elections/AGM
- Policies
- Board Orientation
- Succession Planning
- Incorporations Requirements

HUMAN AND LABOUR RELATIONS (Chair - SHRC)

- City HR/COTAPSA

MEMBER SERVICES (2nd VP)

- Networking Events
- Workshops, Bring your Lunch/Learns
- City/HR
- Member Issue Management
- AGM

MEMBER RECRUITMENT/RENEWAL (1st VP)

- Testimonials – build our resource
- Member and Incentive benefits – i.e. Venngo
- Renewal – monitor reasons members leaving
- Incentive Development to join i.e. Amnesty
- Spring Recruitment Drive – Feb- May

POLITICAL ACTION (Chair President) – closed committee

- MOU/Framework
- ANUMMO
- Government Relations
- Issue and Media Management/Monitoring
- Councillor/Senior Management Outreach

SPECIAL COMMITTEES –

- (NEW) COTAPSA HR
- IT
- (NEW) Front line employee engagement