

**2019 CHARTER
NATIONAL ASSOCIATION OF STATE AVIATION OFFICIALS
LEGISLATIVE AFFAIRS COMMITTEE**

Purpose and Mission of the Committee

The purpose and mission of the Legislative Affairs Committee shall be to monitor aviation and aerospace policy and regulatory issues and trends for the purpose of providing advice and counsel to the NASAO Executive Committee, Board of Directors (Board) and staff on any such issues. The Committee shall particularly focus upon federal legislation, policy or proposed or final regulatory actions that may have a direct or indirect impact upon the NASAO membership, the commercial and general aviation airports within of the several states, or the airports/aviation/aerospace industry.

At the direction of NASAO Executive Committee or Board, the members of the Committee will thoroughly research such policy issues or regulatory actions and may seek input from other NASAO committees, business partners, or other external stakeholders with an interest in a particular policy or issue area. Based on the Committee's research, it will make its policy recommendations to the NASAO Executive Committee and/or Board for its approval, committee reconsideration, revision, or rejection.

The committee shall also strive to identify any emerging issues, trends or federal/state policy matters that may be "over the horizon" but ones NASAO needs to be aware of in advance. When such issues are identified by the committee, such issues will be referred to the Executive Committee and/or Board for its guidance and direction.

The overall mission of the Legislative Affairs Committee shall be to identify any legislative or regulatory actions at the federal level that may have an impact on the NASAO membership for the purpose of making recommendations to the Executive Committee and Board for its deliberation. The members of the Legislative Committee will strive to reflect the comments and concerns of the NASAO membership to the best of the Committee's abilities to facilitate a consensus position on any matter or issue that comes before the Committee.

Committee Membership

The Legislative Affairs Committee shall be comprised of executive members in good standing with each NASAO region being represented on the Committee by one member. The Committee Chairman shall not count as that region's member. The duties, responsibilities and voting privileges of the Committee members shall not be delegated to their staff members. The committee may also be comprised of several ad hoc members from the staff of state aviation offices (whether divisions within other state agencies or independent) whose unique experience and qualifications will benefit and contribute to the work of the committee. No member of the Legislative Affairs Committee shall simultaneously serve on the NASAO Executive Committee or Board. Voting privileges shall only be vested in the executive members of the Committee.

The NASAO Chairman, and President and CEO or his/her designee shall also serve as an ex officio nonvoting member of the Committee.

Committee Transparency

All meetings and telephone conference calls of the Committee shall be open to the NASAO membership and staff. All members will be notified of any meetings and conference calls of the Committee for the purpose of providing them with the opportunity to offer information to the committee and contribute to the committee's discussion, deliberations and recommendations.

At the same time, the Legislative Affairs Committee needs to be nimble when making some time-sensitive decisions. Acting in the best interest of the Committee and the association as a whole, NASAO's legislative staff shall have the ability to make certain policy decisions and/or represent certain positions that have not been considered or officially approved by the committee so long as the following circumstances generally exist:

1. The decision or position has to be made in a finite amount of time for NASAO to be influential on the matter
2. The decision or position is presented to the chair(s) of the committee prior to any official action being taken
3. The decision or position does not conflict or run counter to any current or previously established decision or position made by the Legislative Affairs Committee, Executive Committee, and/or Regional Directors Board.
4. Legislative Affairs Committee members will be briefed either by telecon or in person on the decision or position that was taken.

Committee Processes

The Legislative Affairs Committee shall meet in person at least twice a year, once during the annual conference and once during the Washington conference. The Committee will also at a minimum have four (4) conference calls per year. The committee may also conduct additional conference calls as needed depending on the matters and issues pending before it.