

Hanford Advisory Board – Selection of Committee Leadership

Excerpt from the Process Manual (rev. 10/2019), page 19

What Is The Process For Selecting Committee Leadership?

Committee leadership is selected in March each year, and seated in time for the leadership workshop held annually in April or May. Nominations for committee leadership (chair and Vice-Chair positions) are opened in January. Nominations are sent to the facilitation team to compile for committee consideration.

The facilitation team verifies nominees' willingness to serve and works with each of the committees to conduct the selection process at the next committee meeting. If the committee is not meeting during the selection period, the facilitation team will work with the committee to conduct the selection via a conference call. At the meeting where selection occurs, nominees may make a statement indicating their interest and qualifications for the position.

If consensus selection is not possible, a vote by official committee members is held. There is one vote per official committee seat, and committee members vote via a handwritten note. The person with the majority of votes is selected. Every effort is made to secure the vote of absent committee members.

How Long Do Committee Leaders Serve?

The committee chair and Vice-Chair are one-year positions. Each position serves at the pleasure of the committee.