



AANA Government Relations Committee Charter

PURPOSE

The Government Relations Committee ("GRC") is a standing committee and will assist the Board of Directors (BOD) of the AANA to fulfill its responsibilities regarding matters that relate to state government affairs including legislation and regulation.

BYLAWS LANGUAGE

Article VII Committees

Section 5, F: Government Relations Committee

The Government Relations Committee shall address matters pertaining to legislation and regulations, and make recommendations to the Board of Directors.

KEY RESPONSIBILITIES

The GRC shall perform all duties as requested or required by the BOD. The committee will specifically be responsible for the following duties and responsibilities:

- Provides valuable input and practitioner perspective that assists the State Government Affairs (SGA) Division staff in their everyday interactions with state associations regarding state legislative and regulatory issues.
- Supports the AANA's state advocacy strategy, including providing subject matter expertise to state associations, supporting state advocacy competence development of current and future state leaders through webinars, workshops and panels, and developing strategies to support state association and member advocacy efforts.
- Works closely with AANA staff and other AANA committees, as applicable, to facilitate successful implementation of annual committee charges.

MEMBERSHIP COMPOSITION AND TERM LIMITS

- The committee shall consist of 6-7 CRNAs and 2 residents (Associate members).
- Active certified or resident AANA members in good standing
- Experience in state association government affairs (e.g., serving as state president, government relations committee chair or committee member) is strongly preferred.
- If a Resident Registered Nurse Anesthetist,
 - Will be attending a nurse anesthesia educational program for at least nine months during his/her year of service on the committee;
 - Will have adequate availability to participate in advocacy strategies, e.g., a webinar, concerning involving residents in state advocacy.

- Submission of a letter from the student's nurse anesthesia educational program director indicating that the student applicant is able to fulfill all committee responsibilities in addition to their clinical and didactic requirements.
- The Chair is preferred to have served at least two years as a committee member and have served on the committee within the prior three years.
- The Vice Chair is preferred to have served at least one year as a committee member and have served on the committee within the prior three years.
- It is recommended for no more than 2/3 of the committee shall turn over in any given year.
- The committee term begins at the conclusion of the AANA Annual Congress through the following Annual Congress.

The committee shall be supported by at least one AANA staff member, appointed by the CEO.

VOTING AND QUORUM

A majority of the voting members of the Committee shall constitute a quorum. Residents shall have voting rights on the committee.

When a quorum is present, the vote of a majority of the voting Committee members present shall constitute the action or decision of the Committee.

MEETINGS

The current Committee will meet via conference call or in person as needed.

The incoming committee members are expected to attend the Annual Congress for an initial, general committee orientation. This is not a reimbursed event.

AUTHORIZATION AND LIMITATIONS OF POWER

The Committee is established by the Bylaws and has no power or authority to act or speak on behalf of the full BOD.

Committee members shall refrain from representing themselves on social media as speaking for the committee unless granted explicit permission by the chair and shall not use the committee role in a signature block on social media.

*Adopted: AANA Board of Directors
August 2021
Revised: June 2025*

COMMITTEE ROLES

ROLE OF A COMMITTEE CHAIR

- Facilitates the meeting or conference call.
- Encourages committee members to provide their thoughts.
- Provides leadership and serves as point person for the committee
- Responsible for ensuring committee charges are accomplished.
- Collaborates with staff to develop and monitor the objectives and charges for the committee.
- Provides input for setting meeting and conference call agendas.
- Communicates with the AANA President regarding committee issues.
- Assists in the development of committee reports to the AANA Board of Directors.
- Mentors committee members to ensure continuity to the next fiscal year.
- If authorized by the AANA Board, serves as a spokesperson for issues related to the work of the committee in an effort to assist members in understanding committee decisions.
- Mentors the Vice-Chair to be prepared to assume the role of Chair in their absence and for succession planning

ROLE OF A COMMITTEE CHAIR VICE

- Support the chair and facilitate the meeting or conference call if the chair is not available.
- Prepare themselves to advance to the Chair position, with guidance from the Chair
- Support the Committee Chair in communicating regularly with members to ensure that volunteer obligations are fulfilled.
- Collaborates with chair and staff to develop and monitor the objectives and charges for the committee.
- Provides input for setting meeting and conference call agendas.
- Assists in the development of committee reports submitted to the AANA Board of Directors.
- Mentors committee members to ensure continuity to the next fiscal year.
- If authorized by the AANA Board, serves as a spokesperson for issues related to the work of the committee in an effort to assist members in understanding committee decisions.

ROLE OF COMMITTEE MEMBERS

- Participates actively in all meetings and conference calls.
- Collaborates with the rest of the members of the committee and respects different points of view.
- Considers AANA members' perspective.
- Respects time limits.
- Asks the chair for clarification when needed.
- Provides prompt and timely written or verbal feedback on issues or documents under discussion by the committee.
- Shares respectful advancement of ideas but avoids personal agendas.
- Maintains confidentiality of the committee's work until dissemination is appropriate.
- Is responsive to committee chair or staff direction.
- Asks the Chair for information but does not direct staff work.

ROLE OF COMMITTEE STAFF

- Provides support services and resources (i.e., agendas, minutes, reports, research).
- Provides clarification and provides historical information on projects/issues.
- Provides input from a staff perspective on issues under discussion.
- Communicates information about committee activities to other AANA committee staff.
- Solicits information or input from AANA staff as appropriate.
- Ensures that any and all charges or projects not part of the original list of committee charges, first goes through the Board of Directors for approval, and then through the project prioritization process prior to action.

EXPENSE REIMBURSEMENT:

Expenses related to a current Committee's travel and meetings, if approved, are reimbursed in accordance with the Board and Volunteer Travel Expense Policy.