



Colorado Professionals in Onsite Wastewater committee descriptions

Typically, committee members serve on a committee for the calendar year and can continue on the committee or change to other committees for following years. CPOW members can serve on multiple committees at one time.

All board members are encouraged to participate in at least one committee as well. The meeting intervals of the committees varies.

Committee Chair. The President, with the approval of the Board of Directors, shall appoint all Committee chairs for the ensuing year at or within reasonable time after the annual meeting of the Board of Directors. All Committee chairs shall be members of CPOW's Board of Directors. If the Board of Directors establishes a new Committee by resolution at a meeting other than the annual meeting of the Board of Directors, the President, with the approval of the Board of Directors, shall similarly appoint its chair at the time the Committee is established or within reasonable time after the establishment of the Committee.

Committee Meetings. Meetings of committees of the Board of Directors may be called by the respective chairs thereof or by any two members of the committee. At all meetings of any committee, majority of the members of the committee shall constitute a quorum for the transaction of business, and the act of the majority of the members of the committee present at any meeting thereof at which there is a quorum shall be the act of the committee, except as may be otherwise specifically provided for by these Bylaws.

Executive Committee. The Executive Committee shall consist of the President, Vice President/President-Elect, Secretary, and Treasurer. The Executive Committee shall have the authority to act for the Board between meetings of the Board. However, the Executive Committee shall not have the power to: a) amend the Bylaws, b) adopt a general budget, c) fix dues payable by any class of membership, d) nominate an officer, or e) fill a vacancy except on an interim basis, unless such power has been specifically delegated by the Board. The Board may establish further limitations on the authority of the Executive Committee.

Nominating Committee. The Board of Directors shall designate, within a reasonable time before the annual meeting of CPOW, a Nominating Committee, composed of independent Directors that shall be responsible for proposing persons for election as Directors at the next annual meeting of CPOW. In the event of Director vacancies between annual meetings of CPOW, the Nominating Committee may propose replacement Directors for election by the Board of Directors, and shall also recommend persons for consideration as Officers to be elected at the next annual meeting of CPOW.

Financial Review Committee - The Board of Directors shall designate a Financial Review Committee consisting of three members. The Financial Review Committee shall review CPOW finances annually for the preceding year. A written report of the Financial Review Committee is to be submitted to the Board of Directors within 30 days of the Annual Meeting. The committee utilizes the accounting reports, bank balance statements, information provided by the executive director and education coordinator to produce the report.

Other Standing Committees. The President may establish standing committees at the direction of the Board or as necessary to further the purposes of CPOW. The President shall appoint a Manager of each committee when it is established, at the start of the President's term of office, or if there is a vacancy. Committee Managers, including liaisons and correspondents, serve at the pleasure of the President. The Board shall be notified of committees established by the President at the next Board meeting. The Board shall have the power to discharge committees. The terms of all Committee Managers shall expire at the close of the annual meeting.

Conference Committee – The Conference Committee serves as the lead committee for the CPOW Annual Education Conference by providing an effective committee structure and knowledge of regional industry issues. Works with the Executive Director to implement annual conference program activities, identifying and support obtaining keynote speakers and entertainment and conference program social activities; and, provide regional input to the Education Committee on programs forums that benefit CPOW members and the onsite industry. The committee has the responsibility of organizing volunteers for the event and providing training to volunteers for their duties.

Education Committee - The CPOW Education Committee drives the training program curriculum, where it monitors the current curriculum for needed updates or improvement based on changes in technology, industry best practices, or regulation, as well as through instructor and participant feedback, and initiates collaboration with certifying organizations to make the needed changes. Additionally, the Committee responds to member's and industry's needs for additional training subject areas and explores pathways to develop and present additional courses when possible.

Membership/Marketing Committee. The Membership/Marketing committee serves as communication conduit between the CPOW leadership and the CPOW membership to identify needs and input into the organization. In partnership with the Executive Director help meet the needs of members and grow the organization. Recruit new members. Build an alliance with neighboring onsite organizations to share resources

Lobbying/Public Relations Committee – The Lobbying/Public Relations committee serves to establish and facilitate effective communication and monitoring strategies with local, state legislative and federal regulatory officials. The committee shall develop legislative strategies, organize and prepare constituent groups and coalitions to advance and achieve the goals of CPOW to improve the onsite wastewater treatment system industry.

Strategic Plan Committee – The strategic plan committee serves to outline the efforts of the board of directors to accomplish goals to meet our strategic priorities. The five strategic priorities currently established are; facilitate growing our active membership, providing training, education, and certification, fostering professionalism, finding solutions to our industry's challenges, and advocating for the industry.