

AOR Legislative Committee Charter
Adopted October 23, 2017
REVISED: 10/16/2023

A. Committee Purpose

To discuss materials management-related bills, provide feedback and make recommendations to the AOR Board to support, protest or remain neutral on bills introduced to the Oregon Legislature.

B. Membership

The legislative committee represents the membership of AOR and supports the organization’s goal to advance equity within the materials management industry. The legislative chair will conduct a recruitment and make recommendations to the Board, who will appoint a committee of 10 members for two-year terms, with approximately half of the terms expiring at the end of any given year.

Any member of AOR, except standing members of the Board, is eligible to serve on the committee. The Board will prioritize all appointments using an equity lens to include members representative of Oregon's urban and rural communities, and representative of Oregon's demographic diversity, including but not limited to race and ethnicity, gender and sexual orientation, age, ability, and socioeconomic status. Members in the at-large representative category will be appointed to align with association membership sectors, however, they will not include haulers/processors or government sector members. Members representing the hauler/processor sector will be affiliated with companies collecting, processing, transporting, disposing or storing garbage and recycling within the State of Oregon. Hauler/processor and government sector representatives will be appointed to ensure representation is distributed geographically and organizationally to draw from various experiences and perspectives from those sectors.

The committee membership will include:

Role	AOR Audience/Sector	Terms
Lead	AOR Board, Legislative Chair	2-year term
Legislative Committee	Hauler/Processor	2-year term
	Hauler/Processor	2-year term
	Hauler/Processor	2-year term
	Government	2-year term
	Government	2-year term
	Government	2-year term
	At-large representatives from membership sectors, including but not limited to: individuals, nonprofit or community-based organizations, consultants, organizations or businesses focused on reuse or repair, academic/research institutions, and producer responsibility organizations.	
	Representative	2-year term
	Representative	2-year term
	Representative	2-year term
	Representative	2-year term

In the event a member of the committee cannot serve their entire term, the legislative chair will make a recommendation to the Board for appointment of a new member to the committee for the remainder of the vacated term.

C. Roles and Responsibilities

Committee members

1. Attend and fully participate in meetings and/or provide timely feedback via email.
2. Review information provided by the Legislative Chair and other members of the committee.
3. Be knowledgeable about the interests of the AOR membership sector that you represent on the committee to ensure that the perspectives you bring to the committee represent the collective interests and views of that sector.
4. Abide by the discussion ground rules developed by the committee.

Legislative chair

1. Convene and facilitate the committee.
2. Manage the recruitment and nomination of committee members and present the committee membership to the board for approval.
3. Present industry-relevant bills introduced/progressing in the Oregon Legislature, as well as any related background information available, to the committee by in-person meeting, online web conference, or email communication.
4. Solicit agenda suggestions from committee members, propose agenda items and distribute agenda for committee meetings.
5. Work with the committee to develop discussion ground rules and ensure that the committee provides a forum for open discussion.
6. Identify the decisions that must be referred to the Board for discussion and relay committee discussions and recommendations to the Board for consideration before the Board votes on an official position.
7. Communicate the outcome of the Board's discussion to committee members and provide the rationale for the Board's decision.
8. Manage record-keeping including meeting agendas, committee attendance, and a record of active committee membership and store records in a location accessible to the board.
9. Develop legislative updates and provide them to committee members and AOR's membership through the AOR blog.
10. Request Board approval, if there is a need, to nominate another Board member to act as an assistant or vice-chair, to help manage the work of the legislative committee. The nomination is subject to Board approval and the legislative chair and Board will consult with AOR's lobbyist. The Legislative Chair will remain the primary contact with AOR's lobbyist.
11. Request Board approval for the creation of subcommittees. Approved subcommittees will sunset at the end of each legislative session, unless otherwise determined by the Board.

D. Meetings

An annual meeting will be held prior to each legislative session to provide an opportunity for in-depth discussion and dialog about the upcoming session as well as any proposals for AOR-sponsored legislation. Additional meetings will be held as needed.

E. Decision-making authority

The legislative committee is charged with reviewing the wide range of legislation of potential interest to AOR members and recommending positions (support, oppose, watch) for consideration and action by the Board.

F. Decision-making process

Consensus decision-making will be preferred. The committee will be encouraged to discuss the merits of bill(s). After committee discussion of a bill, if needed, committee members will vote as to whether or not the committee recommends the AOR board support, oppose or stay neutral on a particular bill(s).

G. Meeting Facilitation & Note Taking

The Legislative Chair will facilitate committee meetings and produce a summary of the committee's discussion and recommendations, which will be shared with the Board. Committee members are responsible for taking their own notes.