



Sec. 1 Name

1.1 The name of this Council shall be the Emerging Leaders Membership Council ("Council").

Sec. 2 Authority

2.1 The Council is established pursuant to Sec. 11.1 of the ICC Bylaws and Sec 3.0 of CP 9 – Role & Structure of Advisory Councils.

2.2 The Council shall comply with applicable Bylaws, Council Policies, and procedures. The Council shall function as an advisory and collaborative entity; it shall not represent itself as the ICC and shall not incur financial obligations on its behalf without authorization from the ICC Board of Directors.

Sec. 3 Purpose

3.1 The purpose of the Council shall be to promote participation of new and emerging professionals in ICC activities, including governance, advocacy and code development. The Council shall advise ICC on programs, policies, and such other matters of particular interest to new and emerging professionals as the Council deems appropriate.

Sec. 4 Objectives

4.1 The Council shall engage in the following activities that promote and encourage the interests of its members:

4.1.1 Identify and recommend to the Board of Directors:

4.1.1.1 Programs or opportunities to promote new and emerging professionals in the code official profession.

4.1.1.2 Funding opportunities available from federal, state and local grant programs for the purpose of increasing professional development opportunities for its members.

4.1.1.3 Opportunities for new and emerging professionals to advocate adoption of the International Codes at the local, state or federal level.

4.1.1.4 New resources to be offered by ICC through its various training, education, and certification programs that prepare new and emerging professionals to develop their careers and enter positions of leadership.

4.1.1.5 Innovative technologies and social media to improve efficiency and enhance ICC's ability to attract and communicate with new and emerging professionals.

4.1.2 Promote ICC Member participation in this and other Membership Councils.

4.1.3 Provide to the Board of Directors, assessments, and evaluations of programs and services offered by ICC in the form of reports, surveys or other means of communication as deemed appropriate by the Council.

4.1.4 Work in conjunction with other membership Councils established by the Board of Directors as necessary to ensure that efforts to enhance the interests in the entirety of the ICC membership are fostered by collaboration and cooperation.

4.1.5 Perform any other duties, activities, or programs which may be authorized by the Board of Directors, from time to time.

4.2 The Council or Governing Committee shall record and report to the Board of Directors the meetings, actions, activities and other affairs of its membership, subject to the limitation contained in Section 2 of this Charter.

Sec. 5 Membership

5.1 Membership in the Council is open to any individual who is a member of ICC. Membership has the following categories:

5.1.1 Governmental Member: Any individual who is an active member of ICC and is actively employed by a jurisdiction.

5.1.2 Associate Member: Other ICC members interested in participating in the Emerging Leaders Membership Council.

5.1.3 Voting Member: Any individual meeting the criteria in section 6.1.1 of this charter. Only voting members shall vote in the affairs of the Council.

5.2 Members of the Council, by their participation, acknowledge ICC's copyright of all work product of the Council including ICC publications, and understand that members of the Council accrue no interest or property rights, including rights in copyright, to publications or products produced.

5.3 Members of the Council should endeavor at all times to conduct themselves in accordance with the ICC Bylaws and Council Policies, including the ICC Statement of Ethical Conduct.

Sec. 6 Governance

6.1 The Council shall be governed by a seven member Governing Committee, nominated by the Council and appointed by the Board of Directors. A member of the Governing Committee may serve a maximum of two 2-year consecutive terms. The initial Governing Committee shall be appointed by the Board of Directors, with an equal number of staggered terms of one and two years. Initial members of the Governing Committee appointed to 1-year term may serve an additional 2-year term thereafter. The Governing Committee or other system of governance shall meet the following criteria:

6.1.1 Service on the Governing Committee shall be limited to Council members:

6.1.1.1 Thirty-five years old or younger at the time service on the Governing Committee begins, or

6.1.1.2 Ten years or fewer since date of first employment in the industry

6.2 The Governing Committee shall consist of two officers and five focus leaders designated to each of the objective activities identified in Section 4.1.1. The focus leaders will be assigned to one of each category: Promotion, Funding, Code Adoption, Training/Education, and Technology.

6.3 The officers of the Governing Committee shall be a Chair and Vice Chair. Initial Officers shall be nominated, by the Council and appointed by the Board of Directors for one year and thereafter shall be elected by members of the Governing Committee during their meeting at the ICC Annual Conference to serve one-year terms. After the initial term of officers, subsequent officers must have first served on the Governing Committee. In the event there are insufficient numbers of Governing Committee present at the Annual Conference meeting to form a quorum, the following procedure will be followed:

6.3.1 The staff liaison will circulate an email request to the Governing Committee calling for nominations for each position separately.

6.3.2 For each position, the nomination call will be open for nominations for a period of 72 hours.

6.3.3 Each nomination is to receive a Second within the 72-hour call for nominations period.

6.3.4 At the close of the 72-hour period, the staff liaison will submit the nomination(s) to the Governing Committee to enter a vote.

- The staff liaison is to ensure the voting call is circulated as a “bcc” email to the Governing Committee so the vote indication is only directed back to the staff liaison.

6.3.5 For each Vote, the voting will be open for a period of 48 hours.

6.3.6 The staff liaison will issue a reminder 24 hours prior to the close of the voting window.

6.3.7 At the close of voting, the position will be declared.

6.3.8 This process will be repeated, separately, for each position. 6.4 A member of the Governing Committee or Council shall serve as a member of the Codes and Standards Council. Appointments to the Codes and Standards Council shall be made by the Board of Directors.

6.5 The Governing Committee may, at its discretion, from time to time form such committees as it deems necessary. Such committees shall have membership, structure, tenure, power and duties as may be determined by the Governing Committee.

6.6 ICC staff shall distribute agendas, minutes, recommendations, etc. in the affairs of the Council and its members.

6.7 In accordance with CP-9, the Council or Governing Committee shall submit an annual report of the Council's accomplishments and recommendations to the Board of Directors. The report may be presented to the Board of Directors in person or electronically. The report shall be submitted in conjunction with the ICC Annual Conference unless otherwise requested by the Board of Directors.

6.8 The Council or Governing Committee shall periodically review the Purpose (Section 3) and Objectives (Section 4) of this Charter to ensure the Council's continued relevance and productivity. Proposed amendments shall be subject to the provisions of Section 8 of this Charter.

6.9 Vacant positions may be filled by the Governing Committee following the procedures outlined in the sections below or left vacant until the next Annual Meeting of the Emerging Leaders Membership Council. A call for applicants shall be issued allowing 30 days for submission. The Governing Committee will review the applications and select the successful applicant by ballot. All applicants will be notified of the results prior to the announcement to the full Council Membership.

Sec. 7 Meetings

7.1 There shall be an Annual Meeting of the Council, which may be conducted in person or remotely.

7.2 Special meetings of the Council may be called by a two-thirds majority vote of the Council or Governing Committee, with 30 days' notice to all members of the Council. Such meetings may be conducted by conference call or other electronic means.

7.3 A quorum for the conduct of business at either an Annual Meeting or a Special Meeting of the Council shall consist of not fewer than 15 members who have been members of the Council for a period of at least 30 days prior to the meeting.

7.4 Meetings of the Council or Governing Committee shall be called by the Chair as is necessary for the proper conduct of business, or as requested in writing by six or more members of the Council or Governing Committee. The notice of all meetings shall be sent electronically to all members of the Council or Governing Committee not less than 15 days prior to the meeting. A quorum of the Governing Committee shall be 5 members and shall include either the Chair or Vice Chair.

7.5 Meetings of the Council and Governing Committee shall be open to all ICC Members and staff. Notification of all meetings shall be provided to Council and Governing Committee members, and meeting announcements shall be posted on the ICC website.

7.6 Except as otherwise provided in this Charter, the ICC Bylaws, or Council Policies, Robert's Rules of Order shall govern the transaction of business at all Council and Governing Committee meetings.

Sec. 8 Amendments to the Charter

8.1 This Charter may be amended by the ICC Board of Directors. Amendments may be proposed in writing by a majority of the Governing Committee or by 25 percent of the members of the Council.

Sec. 9 Funding and Support

9.1 The ICC shall provide funding for the activities of the Council, as financial conditions allow. At a minimum the ICC shall fund the cost for two in-person meetings of the Governing Committee (if established) per year, with their annual meeting counting as one.

9.2 ICC will provide reimbursement for all reasonable travel expenses in accordance with the ICC policies when members of the Governing Committee incur such expenses while attending and traveling to and from scheduled meetings, provided the travel has been preauthorized by the ICC.

9.3 ICC shall provide staff support to the Council and Governing Committee, including:

- Keep a register of the membership
- Support the work of the Council
- Record the proceedings of all meetings and distributing summary
- Conduct such correspondence and issue such notices as may be required or requested by the Council or Governing Committee