

Maryland Nurses Association
Legislative Committee
Standing Rules

Accountable to: The Board of Directors of the Maryland Nurses Association

Criteria for Committee Membership:

Chairperson(s)

- A. Recommended by the Legislative Committee and appointed by the MNA President with Board approval
- B. Serve a two (2) year term
- C. Assume responsibilities immediately following appointment

Recording Secretary

- A. Volunteer from the Committee membership
- B. Serve a one (1) year term
- C. Responsible for maintaining committee minutes

Members

- A. Members shall be identified as following
 1. District Representative from each of the MNA Districts
 2. Member-at-large
 3. Associate Member (Representative of an MNA affiliate/organizational member)
 4. Immediate past chair(s)
 5. President-elect or immediate past president of MNA
- B. At-large members may be appointed based on Committee activity by the Chairperson(s) and confirmed by the Legislative Committee
- C. Absence from three consecutive committee meetings shall constitute a vacancy.
- D. Interested parties, including MNA members and nursing students, may attend and contribute to the meetings, but they cannot participate in voting.

Function

The Legislative Committee shall

1. Recommend health care legislation for the state of Maryland
2. Prepare and submit a legislative platform for MNA Board of Directors approval.
3. Monitor health care legislation in the state
4. Prepare and submit an evaluation of the MNA lobbyist to the Board of Directors
5. Report their findings and recommendations to the Board

Responsibilities of the Committee

Chairperson(s) shall

1. Plan agenda and chair all meetings
2. Maintain an updated list serve/telephone tree

3. Facilitate annual update of the Legislative Platform and present to the Board of Directors for approval
4. Oversee planning of Legislative Committee events
5. Maintain open communication with legislators and lobbyist
6. Oversee activities of and work with the MNA lobbyist
7. Report to the Board of MNA on major legislative developments
8. Obtain MNA BOD approval of positions to be represented in testimony at hearings
9. Provide the MNA BOD copies of all written testimony.
10. Prepare report for the annual meeting

Recording Secretary shall

1. Record minutes for all meetings
2. Maintain attendance records for all meetings

Committee Members shall

1. Attend all meetings.
2. Commit to fulfill the functions of the Committee
3. Establish a relationship with legislators
4. Function as a liaison between the Legislative Committee and the MNA District/Organization represented
5. Lobby legislative issues and regulations via visits, written communication or telephone calls, as coordinated by the MNA Lobbyist

Approved: August 27, 2009