

**NATIONAL ASSOCIATION OF HEALTH UNDERWRITERS  
POLICY & PROCEDURES**

<b>POLICY TITLE:</b>	Vice Chairs' Integration to Board
<b>CLASSIFICATION:</b>	Board
<b>POLICY NUMBER:</b>	03-01-B
<b>DEPARTMENT COORDINATOR:</b>	Board of Trustees
<b>MOTION:</b>	Rufus Langley
<b>SECONDED:</b>	Denise Hodges
<b>DATE SUBMITTED (initial):</b>	March 10, 2003
<b>DATE APPROVED:</b>	March 10, 2003
<b>APPROVED BY:</b>	Board of Trustees
<b>AMENDED:</b>	January 25, 2006
<b>SUNSET DATE:</b>	2015

**PURPOSE:** To establish a smooth transition from the National Membership & Legislative Vice Chair position(s) to the Chair position(s) prior to their taking office in June.

**POLICY:** The Membership and Legislative Vice Chairs shall participate as non-voting members in all official Board meetings beginning with the Capitol Conference preceding their ascent to the Chair position. The Membership and Legislative Vice Chairs shall also participate as non-voting members in the Budget Meeting held in the fall of their term as Vice Chair

**PROCEDURES:** The National Membership Vice Chair and the National Legislative Vice Chair shall be in attendance at the face-to-face NAHU Board meetings including the fall Budget Meeting, Capitol Conference and National Convention. These Vice Chairs are also to attend all NAHU Board Conference calls that fall between Capital Conference and National Convention.

Expenses related to their participation in these face to face board meetings shall be reimbursed according to then-current travel policy.

**FINANCIAL IMPACT:** Up to Normal Budget Meeting, Capital Conference and National Convention travel, two additional nights' lodging, meals reimbursement, and additional teleconference charges will be provided for the National Membership and Legislative Vice Chairs.