

## Board of Representatives Charter 2020-2024

*The Board of Representatives is established under Article IV of the ANCOR Bylaws. This charter is intended to describe the scope of responsibility and authority of the Board of Representatives.*

### **Standing Responsibilities:**

The Board of Representatives serves as a conduit for the exchange of information, ideas and concerns from representative states and ANCOR members. As such, it has authority and responsibility to include:

- **ANCOR Governance:**
  - Elect three (3) Representative(s) to the Leadership Development Committee.
  - Elect one BoR member to serve on the Board of Directors.
  - As requested, participates on Board of Directors' established and ad hoc Committees/Boards/Workgroups.
- **Board of Representatives Participation:**
  - Attend and participate on BoR conference calls, and in-person meetings.
  - Attend at least one ANCOR national conference/meeting per year.
  - Provide "report out" on state issues (to BoD and/or ANCOR staff) on a quarterly basis to be used for strategic planning/committee agendas.
- **State Representation:**
  - Members of the Board of Representatives serve as ANCOR's ambassadors at the state level. Duties include:
    - Representing ANCOR and ANCOR member interests within the state; serving as a communication conduit and liaison.
    - Conducting sessions at the state level on a regular basis to gather state provider issue information and share ANCOR information updates.
- **ANCOR membership and member engagement:**
  - Promote Engagement:
    - Town Meetings: conduct or participate in ANCOR member town hall meetings" (live or web-based).
    - ANCOR Connected Community (ACC): host an issue or information exchange discussion thread at least once a year on ANCOR Connected Community; monitor and participate in discussions throughout the year.
    - State Share Environmental Scan. Participate in State Share environmental scanning process in cooperation with state provider association executive(s).
    - Identify volunteers for special projects/committees/task forces.
    - Serve as the point person for relationship-building in each state; personal touch with current ANCOR members; peer-to-peer networking and exchange.

- ANCOR Membership Development:
  - Work with ANCOR staff and leadership to increase ANCOR visibility, determine prospective member potential, and lend support to membership development initiatives in the state. Goals include:
    - Recruitment of at least one new member per year.
    - Providing ANCOR staff with vital statistics for at least three member prospects in your state; serve as a “door opener” for staff to promote membership.

**Initiatives: the Board of Representatives may pursue initiatives requested by the Board and CEO. Potential 2020-2024 initiatives include:**

Advance ANCOR’s Strategic Goals as determined by the ANCOR Board of Directors. 2020-24 goals are to:

- **Obtain resources to attract, expand and retain a quality workforce.** *Assist ANCOR staff as requested to:*
  - Educate federal and state elected officials about the workforce crisis impacting our services (members of Congress, Governor, state administration officials, state legislators, others as appropriate)
  - Promote robust nominations from your state for ANCOR annual DSP of the Year recognition awards.
  - Promote Recognition of DSP Week (first full week in September after Labor Day)
- **Influence responsible federal public policy to protect and promote quality services.** *Assist ANCOR staff as requested to advance ANCOR’s public policy agenda.* Activities may include:
  - Representing ANCOR before U.S. Congress, participating in ANCOR Fly-Ins, organizing in-district meetings, responding to ANCOR action alerts, forwarding to all members in state, following up to ensure participation.
- **Be an indispensable resource to equip providers and partners in understanding and responding to impacts, opportunities, emerging practices and trends.** *Assist ANCOR staff as requested to advance this goal.* Activities may include:
  - Working in partnership with ANCOR Government Relations and the Professional and Organizational Development Committee, serve as a “Solutions Council,” vetting practice, regulatory and other solutions to cost effective, integrated service delivery.
- **Shape the future of service delivery models and measures to ensure sustainable services.** *Assist ANCOR staff as requested to advance this goal.* Activities may include:
  - Serve as a nexus for collecting and disseminating leading and innovative practice information on the ANCOR Connected Community and other venues