

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

**POLICY TITLE: NAHU Meeting Attendees**

CLASSIFICATION: Board

**POLICY NUMBER: 3015**

DEPARTMENT COORDINATOR: Immediate Past President with Committee

MOTION: Charles Rosen

SECONDED: Patrick Burns

DATE SUBMITTED (INITIAL):

DATE APPROVED: February 18, 2014; August 17, 2015

SUNSET DATE: 2017

PURPOSE: Establish criteria for sending CAHU Board members to National Association of Health Underwriters meetings – Annual Conference and Capitol Conference.

POLICY: It is the goal of CAHU to send all Executive Board members to the Annual Conference and Capitol Conference. Therefore, provision should be made in the Annual Budget for this expense, estimated but not limited to \$2,000.00 per attending member.

However, if there is a budget shortfall and CAHU is not able to fund the full amount for all Board Members, the following guidelines are to be used in determining the attendees:

Establishment of two Ad Hoc Committees - one for Annual and one for Capitol Conference.

- Annual Conference, Committee members shall include the President, the President Elect, and the Past President.
- Capitol Conference, the Committee members shall include the President, the President Elect and the Vice President of Legislation.

With the consultation of the Vice President of Finance, the committees shall consider the possibility of a lower per member expense.

The following shall also be considered by the committees:

- NAHU Awards Criteria
- Strategic Plan Priorities
- Periodic rotation of Board members
- Ranking of Members

For Annual Conference: President, President Elect, Past President, Vice President Legislation, Vice President Membership, Vice President Public Affairs, Vice President Finance, Vice President PAC, Vice President Professional Development, Vice President Communications, Vice President Foundation. For Capitol Conference: President, President Elect, Vice President of Legislation, Vice President of PAC, Past President, Vice President of Membership, Vice President of Public Affairs, Vice President of Finance, Vice President of Professional Development, Vice President of Communications and Vice President of Public Service/Foundation.

PROCEDURES: CAHU President will send by e-mail a request of all Executive Board Members to determine who is available and would like to attend the meeting(s).

The above criteria shall be used in selecting the attendees.