



Association of Minnesota Counties

AMC Committee Application Form and Process

The Association of Minnesota Counties unites Minnesota’s counties to achieve public service excellence. The work of the association is accomplished through the Board of Directors, the AMC staff, and through numerous committees that provide recommendations to both.

All of the committees highlighted below have openings for the upcoming year. Appointments are for a two year term, unless otherwise specified. Please read on for more information about each committee and who is eligible to participate.

Selection Process

All members interested in serving on AMC committees must complete the application form. The AMC Executive Committee will review all applications and make appointment recommendations to the AMC Board of Directors. The AMC Board of Directors makes the final appointments. Regional representation and county population size will be among the factors considered in making the appointments.

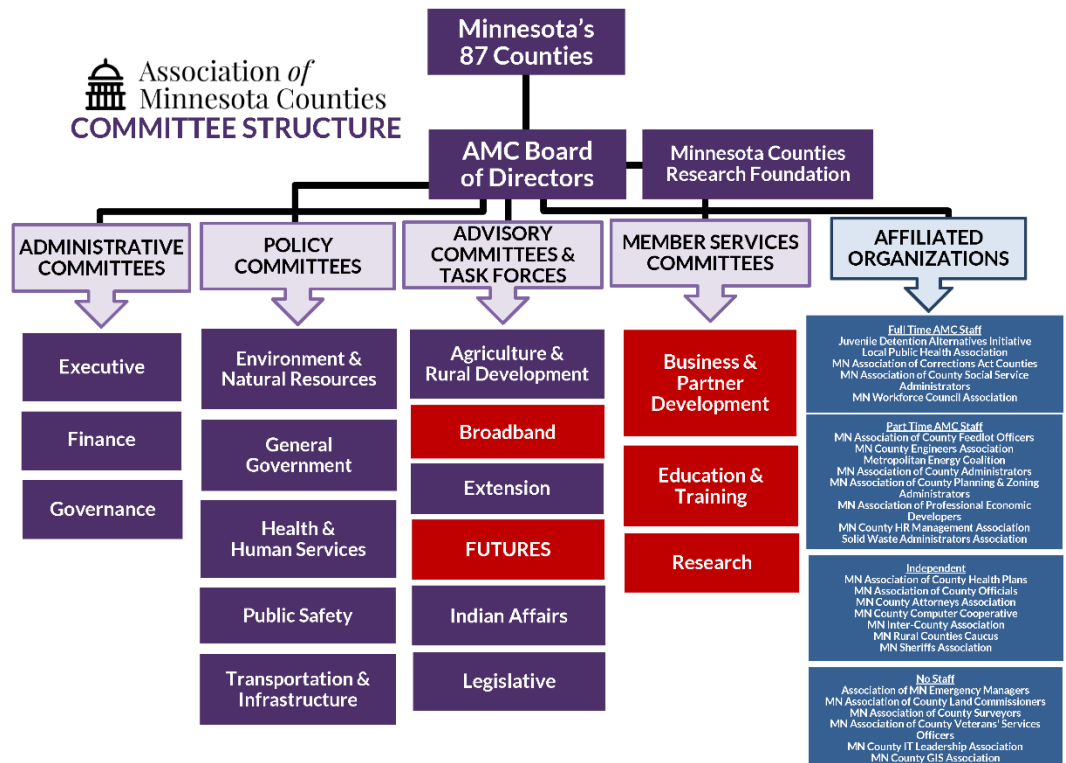
More Information

If you have any questions about the committees below, please contact the staff person listed for the committee. If you have questions about the application process, please contact AMC Executive Director Julie Ring at ring@mncounties.org.

Committees with Vacancies

- [Business & Partner Development Committee](#)
- [Education and Training Committee](#)
- [Research Committee](#)
- [Broadband Advisory Committee](#)
- [FUTURES Task Force](#)

Please read on for committee descriptions and details.



Business & Partner Development Committee (New Committee)

Purpose: Ensure that AMC programs and services meet member needs.

Responsibilities:

1. Develop, vet and recommend non-dues revenue options to the board, including endorsed products, AMCAM program, and other emerging items.
2. Recommend other programs and services of benefit to members, regardless of revenue generation.

Membership: AMC Second Vice-President (chair), up to 3 past presidents, two commissioners who currently serve on the board, eight staff such as county administrators/coordinators, finance directors, purchasing directors.

AMC staff support: AMC Executive Director and AMC Deputy Director

Term limits: All committee appointments will have two year terms, with up to three terms available per member, unless otherwise specified. Initially, some appointments will be for one year, so that the rotation of membership on committees is staggered.

Attendance: Committee participation is critical. Therefore, if a member misses three meetings in one calendar year, they can be removed from the committee by the association president and replaced with a new member.

Meetings: Meets at least once per year in person, but primarily by phone and/or Go-To-Meeting. Reimbursement as outlined in the AMC Reimbursement Policy. *(Note: There is no travel reimbursement or per diem for conference calls, ITV, or computer based meetings, or for meetings held in conjunction with AMC conferences.)*

Education and Training Committee (New Committee)

Purpose: Create educational opportunities that meet association member needs.

Responsibilities:

1. Advise AMC's training and education staff on issues of interest to the membership.
2. Assist staff in developing and executing all AMC conferences, including the Legislative Conference, Annual Conference, Leadership Conference, and Newly Elected Official Conference.
3. Provide advice on additional training and education needs and methods.

Membership: Chaired by the 1st Vice-President. Open to all AMC members, including commissioners and staff. Recommended up to 20 members with geographic balance.

AMC staff support: AMC Deputy Director, Education Director, and AMC Meeting planning staff

Term limits: All committee appointments will have two year terms, with up to three terms available per member, unless otherwise specified. Initially, some appointments will be for one year, so that the rotation of membership on committees is staggered.

Attendance: Committee participation is critical. Therefore, if a member misses three meetings in one calendar year, they can be removed from the committee by the association president and replaced with a new member.

Meetings: Meets at least once per year in person, but primarily by phone and/or Go-To-Meeting. Reimbursement as outlined in the AMC Reimbursement Policy. *(Note: There is no travel reimbursement or per diem for conference calls, ITV, or computer based meetings, or for meetings held in conjunction with AMC conferences.)*

Research Committee (New Committee)

Purpose: Ensure that AMC research projects meet member needs.

Responsibilities:

1. Provide guidance to AMC's research staff on potential projects by suggesting research projects, and periodically reviewing projects before they are released to the membership.
2. Assist AMC's research staff in gaining member participation in surveys and other research methods.

Membership: Open to all AMC members, including commissioners and staff. Recommended up to 10 members with geographic balance.

AMC staff support: AMC Research Analyst

Term limits: All committee appointments will have two year terms, with up to three terms available per member, unless otherwise specified. Initially, some appointments will be for one year, so that the rotation of membership on committees is staggered.

Attendance: Committee participation is critical. Therefore, if a member misses three meetings in one calendar year, they can be removed from the committee by the association president and replaced with a new member.

Meetings: Meets at least once per year in person, but primarily by phone and/or Go-To-Meeting. Reimbursement as outlined in the AMC Reimbursement Policy. *(Note: There is no travel reimbursement or per diem for conference calls, ITV, or computer based meetings, or for meetings held in conjunction with AMC conference.)*

Broadband Task Force

Purpose: To advise the policy committees and/or board of directors on broadband issues.

Responsibilities:

1. Identify broadband development needs and concerns as they relate to counties and county government.
2. Identify, review and provide analysis of current state and federal broadband policies and resources.
3. Develop and recommend state and federal broadband policies for inclusion in the AMC Platform to the appropriate policy committee or the AMC Board of Directors.

Membership: Open to any interested AMC member.

AMC Staff support: AMC Transportation and Infrastructure Policy Analyst

Term limits: Currently no terms limits

Attendance: Committee participation is critical. Therefore, if a member misses three meetings in one calendar year, they can be removed from the committee by the association president and replaced with a new member.

Meetings: Meets in person at the Legislative Conference, Policy Conference, and Annual Conference (no reimbursement for travel or per diem). All other meetings by phone and/or Go-To-Meeting as needed.

FUTURES Task Force

Purpose: The task force was established in 2004 to provide a venue to explore innovative approaches to delivering county government services (redesign) and to grow leadership skills in county commissioners and department heads.

Responsibilities: The task force has transitioned over the last twelve years to an advanced leadership academy that focuses on three key components including leadership skill development, county government innovation and AMC research & development.

Membership: County commissioners and department heads may apply to participate in the committee via an online application form posted on the AMC website. The AMC executive committee is automatically appointed as members. This executive committee reviews the applications submitted online to determine new appointments.

AMC Staff support: AMC Education Director

Term limits: There are currently no term limits.

Attendance: Committee participation is critical. Therefore, if a member misses three meetings in one calendar year, they can be removed from the committee by the association president and replaced with a new member.

Meetings: Task force meets three times a year in person. Travel costs are reimbursed according to the current reimbursement policy. No per diem is provided.



Association of Minnesota Counties

PLEASE COMPLETE THE FOLLOWING INFORMATION AND SIGN AND DATE THE ACKNOWLEDGEMENT
AT THE BOTTOM OF THIS FORM.

Applicant's Professional Contact Information

Name:	Address:
County:	Preferred Phone Number:
Title/Level in Organization:	E-mail:

Committee

Please select the committee(s) you are applying for below. You can select more than one committee.

- Business & Partner Development Committee
- Education and Training Committee
- Research Committee
- FUTURES Task Force
- Broadband Advisory Committee

Experience

Briefly describe why you are interested in serving as an AMC representative to the committee you selected.

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Acknowledgement

I understand that serving on an AMC committee includes regular attendance at scheduled meetings and active participation in the work. I understand that I may be replaced as a committee member if I miss more than three meetings of a committee in one calendar year. I also understand that I am representing the interests of the Association of Minnesota Counties and county boards across Minnesota, not only my individual opinions or perspectives.

_____ Signature	_____ Date
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