

AGREEMENT OF RESPONSIBILITY
Between the California Resource Recovery Association
And Name of TC

The following shall outline the key issues of responsibility between the California Resource Recovery Association (CRRRA) and _____
(name of TC)_____

CRRRA Agrees to:

- Provide a Board representative to the Technical Councils (TC Liaison), responsible for coordination with the TC's and whom shall serve as a direct line of communication between the TC's and CRRRA Board
- Pay for and have the TC Liaison coordinate quarterly teleconferences between the TC's
- Provide all TC's with a copy of the CRRRA Bylaws, Internal Policy, External Policy, Workshop Guidelines, Workplan Guidelines, and the timeframes for submitting all documents.
- Provide all TC's with timely updates to all the above noted documents or changes in TC requirements.
- Provide TC's with all other benefits, resources or information as outlined in the Internal Policy.
- Provide TC's with a written notice of any infraction, as well as a policy and ample time to respond or correct.

Technical Council Agrees to:

- Send a representative to the annual retreat, unless excused with cause and providing advance notification to the TC Liaison. (Cost to be included in annual budget)
- Make sure that all acting TC leadership have read, understand and agree to abide by all policies and procedures of the organization
- Send copies of minutes from all meetings to the TC Liaison for review and posting to the website
- Attend and participate in quarterly TC teleconferences.
- Prepare and submit an annual workplan and budget, by November 1 of each year, to the TC Liaison
- Not advertise any CRRRA/TC event or workshop without Board notification (90 days notice is encouraged)
- Not represent CRRRA in any public forum without prior approval. (Give disclaimer, that "the viewpoints of the TC are not necessarily reflective of the CRRRA, its Board or membership")
- Meet Technical Council Minimum Requirements (see reverse)

Julie Muir, Board TC Liaison

Name, TC Chairperson

Technical Council Minimum Requirements

1. Executive Council meet regularly with minutes to TC Liaison and posted to website
2. Participate in the annual conference planning
3. Provide at least one other member benefit each year. This might include:
 - a. Workshop
 - b. Organize tours or meetings for CRRRA members
 - c. Input into CRRRA Recyclescene
 - d. Develop policy or legislation
 - e. Provide training for members, or specifically for new members
 - f. Summarize listserv topics related to your TC and post to website
 - g. Online tools (practices, pilot write-ups, RFP's, ordinances, ideas on what other localities are doing, best practices)
 - h. Host and active TC Yahoo group
 - i. Participation in Training Certification Program
 - j. Other ideas (as proposed by TC)