



## **IBC COMMITTEE OVERVIEW**

The purpose of IBC committee membership is to enhance IBC's mission and assist in maintaining competency of IBC certified professionals. With the exception of the Committee on Ethics and Appeals, committee members do not need to be certified with IBC. An application for Committee Membership must be completed (available on the IBC web site) and approved by the Board before membership is granted. Approval is based upon the applicant's expertise and reasons for wanting to join that committee.

It is expected that committee members attend at least 75% of the committee's meetings per fiscal year (July 1-June 30) and be actively involved in that committee. Missing more than 25% of the committee meetings may result in being asked to leave the committee. You can find information below about each committee's requirements to determine if a committee is a good fit for you.

For IBC certified committee members, up to 15 hours (every 2 years) of committee meeting involvement may be used for recertification – this amount is based upon actual committee meeting attendance. Ethics Committee members may use these hours toward their Ethics requirement.

**The Committee on Ethics and Appeals** investigates ethics complaints received in accordance with the IBC Code of Ethics and IBC's Ethics Policy, and makes recommendations for final determination by the Board of Directors. Each committee member must be a certified professional with the Iowa Board of Certification, in good standing, in order to participate on this committee. This committee meets the second Friday of each month via Zoom and 1-2 times/year in the IBC office (12 meetings/year); meeting length averages 60 minutes, but may be longer. Additionally, committee members must plan on spending several hours every month reviewing their cases, keeping notes, writing letters, etc. It is essential that committee members are able to properly safeguard ethics materials and have good writing/grammar abilities. It is to be understood that all committee matters are highly confidential and information may not be shared. Members must have a private area for joining committee meetings by zoom.

Chairperson: Angie Davis

**The Committee on Training** is responsible for scheduling quality trainings which are sponsored by IBC, as well as IBC's annual C.A.R.E. Conference. We are particularly interested in individuals who have expertise in setting up trainings and are familiar with speakers/trainers in Iowa. Committee members are also expected to attend and assist with the C.A.R.E. Conference. This committee meets every other month (or more or less often as needed) via Zoom, for one hour.

Chairperson: Dan Koch

**The Committee on Finance** is responsible for reviewing and recommending an annual budget, conducting in-house audits if needed, and other financial matters. This committee meets in person as necessary, usually monthly beginning in January through March of each year, with each meeting lasting 3-4 hours.

Chairperson: (Board Treasurer) - Dana Cheek