Spill Control Association of America

Strategic Vision & Business Plan

2020
VISION: The United Voice of the Response Industry

MISSION: As the voice of Spill Response Professionals, SCAA represents a broad coalition of emergency responders, manufacturers and environmental firms who collectively address industry challenges, in order to strengthen and improve our nation’s response community.

GUIDING PRINCIPLES:

• Make health, safety and environmental considerations a priority in the planning and implementation of our operations

• Provide customers with quality products and reputable service, while responding safely, effectively and efficiently in their time of need

• Recognize that we as an industry have a direct impact on the quality of the global environment and will work to improve that quality

• Participate with government, customers and other stakeholders in creating responsible laws, regulations and standards to safeguard the community, workplace and environment

• Remember that as a member of the global community, we recognize and support programs and services that improve the quality of life for all

OUR MEMBERSHIP: Our organization represents spill response contractors, manufacturers, distributors, consultants, instructors, government & training institutions and corporations working in the industry.

STRATEGIC VISION FOR 2025: The Spill Control Association of America’s 2025 Vision is focused on three themes: recognition by industry, energy and transportation clients, and all governmental entities as the single, united voice of the response industry; continued value to members through networking events, best management practices sharing, code of ethics for professional response, and a conduit for government agency interaction; and consistent advocacy for the response service industry through a full time Executive Director position and concentrated engagement with federal and state agencies.
SCAA Leadership and Organization

Robert Chambers (President)
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Nelson Feggetter (Vice President)
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Angela Martin (Secretary)
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Mike Reese (Treasurer)
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Board of Directors:

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Katie Hill
Membership & Marketing Manager
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2020 Goals and Initiatives are encompassed within SCAA’s ten committees; each chaired by a SCAA member:

Operational Committees:

- Health and Safety
- Governmental Affairs
- Communication and Marketing
- Technical Advancement
- Future Environmental Leaders

Governance Committees:

- Executive
- Finance
- Planning
- Membership
- Past Presidents/Nominating
Health and Safety Committee

Committee Mission:

The SCAA Health and Safety Committee is responsible for developing and promoting a healthy and safe work environment for all association members.

Committee Membership:

<table>
<thead>
<tr>
<th>Chair</th>
<th>Val</th>
<th>Garner</th>
<th><a href="mailto:vgarner@hepaco.com">vgarner@hepaco.com</a></th>
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<tbody>
<tr>
<td>Assistant Chair</td>
<td>Leanne</td>
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<td>Scott</td>
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<td></td>
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<td>Holtam</td>
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<td></td>
<td>Lonnie</td>
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<tr>
<td></td>
<td>Dan</td>
<td>Sobeski</td>
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<td></td>
<td>Angie</td>
<td>Martin</td>
<td><a href="mailto:angie.martin@heritage-enviro.com">angie.martin@heritage-enviro.com</a></td>
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<tr>
<td></td>
<td>Steve</td>
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<td>Forrest</td>
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<td>Hans Valter</td>
<td>Jensen</td>
<td><a href="mailto:hvj@nofo.no">hvj@nofo.no</a></td>
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2020 Goals

- 4 meetings per year.
- Safety Awareness Campaign provides 12 monthly content.
- Member Safety Survey.
- Presentation at Annual Conference.
- Safety Officer Workshop/Training, two this year.
- Increase Membership.

Initiatives to Support Goals

- Safety Officer Workshop Working Group.
- Content Development Team.
- Annual Conference Development Team.
- Safety Survey Development and Distribution by Annual Meeting results to be presented in Spill Briefs and/or future annual meetings.
- Recruiting Initiative.
Government Affairs Committee

Committee Mission:

SCAA Government Affairs Committee is responsible for working collaboratively with SCAA Board, Executive leadership and the membership to drive awareness, education and implementation of Regulatory & Legislative issues that are both meaningful and impactful to the Association’s interests.

Committee Membership:

<table>
<thead>
<tr>
<th>Co-Chair</th>
<th>Name</th>
<th>Email</th>
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<tbody>
<tr>
<td></td>
<td>Brian House</td>
<td><a href="mailto:bhouse@moranenvironmental.com">bhouse@moranenvironmental.com</a></td>
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<tr>
<td>Co-Chair</td>
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<td>John Swift</td>
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<td>Brian Fay</td>
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<td>Cody Harris</td>
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<td></td>
<td>Isaak Hurst</td>
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2020 Goals

- Secure Hours of Service (HOS) “relief from regulation” exemptions for four SCAA memberships’ application(s) to DOT. Once achieved, provide both a framework and advisory role for additional Association applicants
- Continue to monitor Merchant Mariner Document (MMD) regulations, and assure that the existing exemption for oil spill response operations is preserved. Advise Association members as necessary, and as developments warrant such
- Continue to monitor and support the active enforcement and implementation of Government Initiated Unannounced Exercises (GIUE’s), as a means to preserving the integrity of the oil spill response industry
- Assist Association members who desire to meet with their Legislators or other DC-based stakeholders on matters pertinent to the Association’s mission
- Research Association interest in forming an internal workgroup assigned to evaluating a “Modernization of OPA-90” initiative, which would be undertaken in 2020
- Work collaboratively with SCAA Executive Director for development and facilitation of Partnership Action Team (PAT) meetings
- Respond to, and act upon, as needed; meaningful requests from SCAA Board, Executive leadership or SCAA membership on matters involving Regulatory affairs
- Establish quarterly meeting schedule and produce meaningful minutes and updates to SCAA membership
Communications/Marketing Committee

SCAA 2025 Goals:

Recognition by industry, energy and transportation clients, and all governmental entities as the single, united voice of the response industry;
Continued value to members through networking events, best management practices sharing, code of ethics for professional response, and a conduit for government agency interaction; and
Consistent advocacy for the response service industry through concentrated engagement with federal and state agencies.

Committee Mission:

SCAA Communications/Marketing Committee is responsible for ensuring market awareness of the association within the response industry, promotion of member companies endeavors in the response industry, and establishing consistent brand recognition of SCAA to support other association goals.

Committee Membership:

<table>
<thead>
<tr>
<th>Chairperson</th>
<th>Brian</th>
<th>Fay</th>
<th><a href="mailto:b.fay@erllc.com">b.fay@erllc.com</a></th>
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<tbody>
<tr>
<td>Katie</td>
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2020 Goals

- Maintain SCAA website with current information about the association and its events
- Increase SCAA brand awareness in the response marketplace specifically through use of SCAA’s LinkedIn account with appropriate and current content
- Four (4) general committee conference calls per year (quarterly)
- Monthly committee social media content conference calls

Initiatives to Support Goals

- Review and update SCAA website content annually for accuracy and currency
  - After annual meeting to update Board and upcoming events
- Increase SCAA social media followers through brand awareness campaign with a goal of 5 posts/month to SCAA LinkedIn account and cross-mention (when appropriate) from SCAA blog with the following categories of content:
  - Meet Your Board; individual bio and picture of each Officer and Director
• Meet Your Committee Chair; individual bio and picture of each current Committee Chair
• Meet Your SCAA Support; individual bio and picture of each current support staff
• Meet Your SCAA Past Presidents; individual bio and picture
• Association Events; promotion of upcoming SCAA event, real-time update during event, and summary of event after complete
  o SCAA Annual Conference
    ▪ Each individual panelist presentation to be individually packaged and promoted over the course of the year
  o Clean Pacific
  o Clean Waterways
  o Clean Gulf
  o PAT meetings
  o SCAA Environmental Excellence Awards
  o SCAA Strategic Planning Meeting
• Association Updates
  o Summary of the Board of Directors meeting, from the President
• SCAA Sponsor Member profiles; short company bio and link to their website
• New Member Spotlight; short welcome and link to new members’ website
• SCAA Member generated News/content; third party articles or press releases that mention SCAA members
  o This content will need to be vetted by Communications Committee, and will require a SCAA “tagline” or commentary as lead in
• Response Industry third party News/content; third party publication content that are of interest to SCAA members
  o This content will need to be vetted by Communications Committee, and will require a SCAA “tagline” or commentary as lead in
• Promotion of SCAA members to follow SCAA LinkedIn account, and use of @SpillControlAssociationofAmerica in their personal LinkedIn posts
• Establish and maintain marketing points of contacts at member companies for member content and participants of SCAA Communications Committee

NOTES
SCAA Twitter account: The Board needs to determine whether to close it permanently, and if not, who specifically is going to post under the SCAA banner?
SCAA LinkedIn account: need to assign one specific individual to post on SCAA’s behalf. All content for LinkedIn account will be generated by the Communications Committee, and/or vetted by the committee for appropriateness. As of November 2019, SCAA has 211 followers.
SCAA blog ("Spill Blog"): only has 5 followers, lots of effort goes into production of content with minimal impact to brand promotion. Opinion is to continue to add information only in the case of SCAA original stories which would be mentioned as link-backs in SCAA LinkedIn posts. The social media focus going forward will be SCAA’s LinkedIn.
Technical Advancement Committee

Committee Mission:

SCAA Technical Advancement Committee is responsible for identifying new technologies believe to be beneficial to our industry and promoting acceptance to SCAA general membership and others.

Committee Membership:

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<thead>
<tr>
<th>Chairperson</th>
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<td>Jane</td>
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2020 Goals

- Create continuous interaction of SCAA members to sharing emerging technologies and practical, commercial application to industry

- Committee to hold quarterly meetings as follows:
  3. August 2020 - Teleconference (to be announced)
  4. October 2020 – During Clean Gulf Conference – San Antonio, TX

- March Presentation at Annual SCAA Meeting:
  - Committee to moderate “State of Oil Spill Technology” panel to include API, ICCOPAR, MSRC, OHMSETT and SL Ross Environmental Research Limited.

- Assist in Planning SCAA on-water demonstration at the International Oil Spill Conference scheduled to be held May 11 at Clean Gulf Associates facility in Harvey, Louisiana with participants from industry and government (BSEE, CGA, Exxon, MSRC, U.S. Navy, NRC, SCAA members and more)
• Contribute to BSEE’S May 13 technical demonstration in the IOSC exhibition hall

• Continue to monitor schedules of OHMSETT, CRREL and other such facilities for new technology testing
Future Environmental Leaders

Committee Mission:
The FEL committee is dedicated to advancing and perpetuating the continuity within the response industry, while focusing on the association’s objectives in regards to networking, information sharing and professional development.

Budget ask - $5,000

Committee Membership:

<table>
<thead>
<tr>
<th>Chairperson</th>
<th>Tim</th>
<th>House</th>
<th><a href="mailto:thouse@Moranenvironmental.com">thouse@Moranenvironmental.com</a></th>
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<tbody>
<tr>
<td>Vice Chair</td>
<td>Larry</td>
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<td></td>
<td>Bradley</td>
<td>Free</td>
<td><a href="mailto:Bradley.free@ghd.com">Bradley.free@ghd.com</a></td>
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2020 Goals

- The Recruitment of additional members
  - Target individuals from existing and new SCAA Members
- Re-Define the sense of purpose for the FEL Committee
  - What benefits does an individual gain?
    - Networking and Relationships within the Industry
- FEL to hold Four (4) meetings per year to discuss progress and updates on other goals & initiatives
  - Two (2) via teleconference – dates to be determined
  - Two (2) meetings in person (conference line will be opened for those who cannot attend)
    - Clean Gulf & Annual Meeting
- One FEL sponsored professional development workshop to coincide with SCAA annual meeting or Clean Gulf location to maximize participation
  - Workshop at Clean Gulf was a success
  - We would like to put one of these on every year moving forward at Clean Gulf
- Management and administration for the SCAA Environmental Excellence Awards on a yearly basis
Assist with the selection of candidates, ordering of the awards, presentation of awards at various ceremonies

**Initiatives**

- **Aggressive membership recruiting**
  - Continue to target current SCAA members who are not actively involved
  - Utilization of SCAA annual meeting and other events (Clean Gulf, Clean Pacific) to recruit via networking and possible sponsorship events
  - Once an individual is recruited, we must keep them active or their interest will die out

- **FEL will utilize existing members within SCAA as well as industry leaders to plan and execute a yearly professional development exercise**
  - With the location changes of Clean Gulf, the FEL will be able to offer a wide range of opportunities regarding this exercise. Membership participation will be strongly encouraged
  - 2020 exercise in development for Clean Gulf

- **Conduct a half day planning session with key members from SCAA leadership and FEL to develop 5-year strategy specific to the group – Need to schedule with current leadership**
  - Plan and process to transfer “institutional knowledge” within the spill industry
  - Possible two (2) track concept within FEL as a whole
    - True future leaders next in line for potential executive positions within respective companies. These individuals to work closely with SCAA leadership
    - Individuals who have great potential but need to gain more industry knowledge and mentorship. These individuals to work closely with other FEL members
Finance Committee

Committee Mission:

SCAA Finance Committee is responsible for reviewing the annual operating budget and providing recommendations to the Board of Directors and Executive Committee.

Committee Membership:

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<thead>
<tr>
<th>Chairperson</th>
<th>Mike Reese</th>
<th><a href="mailto:mreese@nrcc.com">mreese@nrcc.com</a></th>
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<tbody>
<tr>
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<tr>
<td>Lee Hill</td>
<td><a href="mailto:lhill@scaa-spill.org">lhill@scaa-spill.org</a></td>
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<tr>
<td>Mark Helberg</td>
<td><a href="mailto:mhelberg@firstcallenvironmental.com">mhelberg@firstcallenvironmental.com</a></td>
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2020 Goals

- Properly budget for the SCAA 2020 initiatives.
- Properly budget for additional financial support requirements as the organization transitions from current part time SCAA Outreach Director to future full time SCAA Executive Director over the next 4-5 years based on SCAA’s Board of Directors long term strategic plan.
- Properly budget for SCAA Committee needs.
- Assist with promotion and/or retention of new and old members.
- Assist with annual dues and fees collections in a timely manner.

Initiatives to Support Goals

- In conjunction with the SCAA Membership Committee, manage outstanding membership dues receivables/collections.
- Monitor any adverse effects to member retention due to industry consolidations.
- Increase membership to support new/long term financial goals of the organization.
- Review/consider increase in membership dues to support or meet the new/long term financial goals of the organization.
## SCAA 2020 Budget

### Income

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<tr>
<th>Code</th>
<th>Description</th>
<th>2020 Budget</th>
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<tr>
<td>4000-00</td>
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<tr>
<td>4018-00</td>
<td>Dues - Full Member</td>
<td>126,000</td>
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<tr>
<td>4019-00</td>
<td>Dues - Associate Member</td>
<td>6,975</td>
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<tr>
<td>4020-00</td>
<td>Dues - Individual and Retiree</td>
<td>4,635</td>
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<td>4216-00</td>
<td>Dues - Government</td>
<td>1,925</td>
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<td><strong>Total 4000-00</strong></td>
<td><strong>Dues Income</strong></td>
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<td>4001-00</td>
<td>Meetings and Events</td>
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<td>4300-00</td>
<td>Annual Sponsorships</td>
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<td><strong>Meetings and Events</strong></td>
<td><strong>24,721</strong></td>
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<td><strong>Total Income</strong></td>
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<tr>
<td><strong>Gross Profit</strong></td>
<td><strong>164,256</strong></td>
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### Expense

<table>
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<th>Description</th>
<th>2020 Budget</th>
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<tr>
<td>9000-00</td>
<td>Office Expenses</td>
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</tr>
<tr>
<td>9004-00</td>
<td>Aventra License Fees</td>
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<td>9011-00</td>
<td>Bank Service Charges</td>
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<td>9017-00</td>
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<td>9025-00</td>
<td>Merchant Account Fees</td>
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<td>9031-00</td>
<td>Insurance</td>
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<td>9033-00</td>
<td>Legal Fees</td>
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<td>9046-00</td>
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<td>9047-00</td>
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<td>9053-00</td>
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<td>9055-00</td>
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<tr>
<td>9069-00</td>
<td>Dues and Subscriptions</td>
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<td><strong>Total 9000-00</strong></td>
<td><strong>Office Expenses</strong></td>
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<td>9100-00</td>
<td>Marketing &amp; Member Development</td>
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<td>9026-00</td>
<td>Environmental Excellence Award</td>
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<td>9039-00</td>
<td>Member Committee Expenses</td>
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<td>9040-05</td>
<td>FEL Committee</td>
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<td><strong>Total 9039-00</strong></td>
<td><strong>Member Committee Expenses</strong></td>
<td><strong>5,000</strong></td>
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<tr>
<td>9041-00</td>
<td>Spill Briefs Newsletter</td>
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<td>9073-00</td>
<td>PAT Meeting Expense</td>
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<td>9074-00</td>
<td>Meetings and Conf - Non Exhib</td>
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<td>9075-00</td>
<td>Trade Show Participation</td>
<td>25,000</td>
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<tr>
<td>9100-00</td>
<td>Marketing &amp; Member Development - Other</td>
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<tr>
<td><strong>Total 9100-00</strong></td>
<td><strong>Marketing &amp; Member Development</strong></td>
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<td><strong>Total Expense</strong></td>
<td><strong>147,300</strong></td>
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<tr>
<td><strong>Staff and Admin Support</strong></td>
<td><strong>80,204</strong></td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>168,504</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Net Income</strong></td>
<td><strong>16,356</strong></td>
<td></td>
</tr>
</tbody>
</table>
Planning Committee

Committee Mission:

The SCAA Planning Committee is responsible for the implementation, monitoring and reporting progress on goals and strategies for the SCAA Planning Program. The Planning Program is comprised of three sub-programs as follows:

- Communication
- Strategic Planning and support of other Committee’s
- Event Planning

Committee Membership:

<table>
<thead>
<tr>
<th>Chairperson</th>
<th>John</th>
<th>Silva</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eric</td>
<td>Rose</td>
<td><a href="mailto:jsilva@moranenvironmental.com">jsilva@moranenvironmental.com</a></td>
<td></td>
</tr>
<tr>
<td>Josh</td>
<td>Clifford</td>
<td><a href="mailto:joshc@qualitechco.com">joshc@qualitechco.com</a></td>
<td></td>
</tr>
<tr>
<td>Val</td>
<td>Garner</td>
<td><a href="mailto:vgarner@hepaco.com">vgarner@hepaco.com</a></td>
<td></td>
</tr>
<tr>
<td>Lawrence</td>
<td>Malizzi</td>
<td><a href="mailto:lawrence.malizzi@obg.com">lawrence.malizzi@obg.com</a></td>
<td></td>
</tr>
<tr>
<td>Buddy</td>
<td>Custard</td>
<td><a href="mailto:Buddy.Custard@AlaskaSeas.org">Buddy.Custard@AlaskaSeas.org</a></td>
<td></td>
</tr>
<tr>
<td>John</td>
<td>Temperilli</td>
<td><a href="mailto:jtemperilli@garner-es.com">jtemperilli@garner-es.com</a></td>
<td></td>
</tr>
<tr>
<td>George</td>
<td>Wallace</td>
<td><a href="mailto:gwallace@millerv.com">gwallace@millerv.com</a></td>
<td></td>
</tr>
<tr>
<td>Clinton</td>
<td>Williams</td>
<td><a href="mailto:cwilliams@tandtmarine.com">cwilliams@tandtmarine.com</a></td>
<td></td>
</tr>
<tr>
<td>Mark</td>
<td>Helberg</td>
<td><a href="mailto:mhelberg@firstcallenvironmenal.com">mhelberg@firstcallenvironmenal.com</a></td>
<td></td>
</tr>
<tr>
<td>Matt</td>
<td>Hahne</td>
<td><a href="mailto:MATT.HAHNE@USI.COM">MATT.HAHNE@USI.COM</a></td>
<td></td>
</tr>
<tr>
<td>Bradley</td>
<td>Free</td>
<td><a href="mailto:Bradley.free@ghd.com">Bradley.free@ghd.com</a></td>
<td></td>
</tr>
</tbody>
</table>

2020 Goals

- Become the single/unified voice of the all hazards response industry.
- Provide quality and informative networking opportunities for membership.
- Expand SCAA reach to engage inland (non-marine focused) members, and potential members.
- Support Membership Committee in the increase of membership.

Initiatives to Support Goals

Communications

- Committee chair provides updates at each Board meeting and Annual Conference.
- The Planning Committee should publish qualifying criteria for press releases to announce important information related to its members or upcoming meetings, events and conferences that need member participation.
- Use the LinkedIn profile and account to publish Spills Briefs and an updated event calendar.
Strategic Planning and Support of other Committees

- Develop a closer relationship between APICOM and SCAA.
- Work with ISCO to determine ways to jointly promote the industry.
- Drive membership participation in committees, especially new members.
- Promote members to attend RRT, Area Contingency meetings, LEPC meetings, port safety meetings not only as a representative of their company but as SCAA as well.
- Assist the SCAA Government Affairs Committee to maintain a congressional outreach/communications program.

Event Planning

- Lead the annual SCAA Annual Meeting and Conference Program agenda development.
- Participate at 2020 Clean Waterways event.
- Participate and exhibit at the 2020 Clean Gulf Conference.
- Participate at the 2020 Clean Pacific Conference.
Membership Committee

Committee Mission:

SCAA Membership Committee is responsible for ensuring membership retention, recruiting, and growth for the organization.

Committee Membership:

<table>
<thead>
<tr>
<th>Chairperson</th>
<th>Lawrence</th>
<th>Malizzi</th>
<th><a href="mailto:lawrence.malizzi@ramboll.com">lawrence.malizzi@ramboll.com</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>John</td>
<td>Allen</td>
<td></td>
<td><a href="mailto:jallen@scaa-spill.org">jallen@scaa-spill.org</a></td>
</tr>
<tr>
<td>Robert</td>
<td>Chambers</td>
<td></td>
<td><a href="mailto:rchambers@globalrisksolutions.com">rchambers@globalrisksolutions.com</a></td>
</tr>
<tr>
<td>Cory</td>
<td>Davis</td>
<td></td>
<td><a href="mailto:cdavis@cteh.com">cdavis@cteh.com</a></td>
</tr>
<tr>
<td>Brian</td>
<td>Fay</td>
<td></td>
<td><a href="mailto:b.fay@erllc.com">b.fay@erllc.com</a></td>
</tr>
<tr>
<td>Devon</td>
<td>Grennan</td>
<td></td>
<td><a href="mailto:DGrennan@gdiving.com">DGrennan@gdiving.com</a></td>
</tr>
<tr>
<td>Tim</td>
<td>House</td>
<td></td>
<td><a href="mailto:thouse@moranenvironmental.com">thouse@moranenvironmental.com</a></td>
</tr>
<tr>
<td>Robert</td>
<td>May</td>
<td></td>
<td><a href="mailto:rmay@hepaco.com">rmay@hepaco.com</a></td>
</tr>
<tr>
<td>Rick</td>
<td>Lewis</td>
<td></td>
<td><a href="mailto:rlewis@lewisenvironmental.com">rlewis@lewisenvironmental.com</a></td>
</tr>
<tr>
<td>John</td>
<td>Parker</td>
<td></td>
<td><a href="mailto:jparker@parkersystemsinc.com">jparker@parkersystemsinc.com</a></td>
</tr>
<tr>
<td>Alan</td>
<td>Stine</td>
<td></td>
<td><a href="mailto:astine@olytech.com">astine@olytech.com</a></td>
</tr>
<tr>
<td>Lance</td>
<td>Wilcox</td>
<td></td>
<td><a href="mailto:lancewilcox@enviroserve.com">lancewilcox@enviroserve.com</a></td>
</tr>
<tr>
<td>Jeremy</td>
<td>Yeaman</td>
<td></td>
<td><a href="mailto:jyeaman@themillergroup.us">jyeaman@themillergroup.us</a></td>
</tr>
</tbody>
</table>

2020 Goals

- Retention of current membership
- Review sponsorship program to ensure value for participants
- Promote member participation of SCAA’s working committees
- Recruitment of new, appropriate members with an emphasis on increasing SCAA’s external perception but also ensuring that member value is consistent
- Four meetings per year
- $5,000.00 annual budget for committee activities

Initiatives to Support Goals

Retention

- Review Sponsorship Program (along with new Communications Committee) to increase value for participants and expand to more members; need to be specific on the value
  - Ability to participate in annual strategic planning workshop
  - Member profile on SCAA website blog and LinkedIn post
  - Member submission of articles/promotional information through LinkedIn and Spill Briefs
• Increase membership committee size outside of Board member companies
• Implement formal Mentor Initiative between inactive members and established members
• Encourage the Board, Officers and Members to participate in the member recruitment process
• Provide suggestions to Board on impacts of response industry consolidation
• Year-end calls to current members to discuss upcoming membership and attending the annual meeting

Recruitment
• Target and promote membership (introduction to primary contact) to key emergency response service firms, consultants and manufacturers
  • USCG marine OSROs
  • USEPA START and ERRS contractors
  • Inland OSROs
  • West Coast emergency response service providers
  • Suppliers
• Promotion of Individual and Associate members
  • Target response plan holders as potential Associate Members
• Develop formal reciprocity program with APICOM, ASA and other appropriate industry associations
• Participation (attendance or formal presence with a booth) at key emergency response events, seminars and functions
  • Clean Gulf
  • Clean Pacific
  • International Oil Spill Conference
  • Clean Waterways
  • SCAA member participation and promotion at Regional Response Team (RRT) meetings
• Build and maintain a targeted prospective member list and establish a routine marketing plan to reach out to the SCAA membership and prospective members
Past Presidents/Nominating Committee

SCAA 2025 Goals:

Recognition by industry, energy and transportation clients, and all governmental entities as the single, united voice of the response industry;

Continued value to members through networking events, best management practices sharing, code of ethics for professional response, and a conduit for government agency interaction; and

Consistent advocacy for the response service industry through concentrated engagement with federal and state agencies.

Committee Mission:

SCAA Past Presidents/Nominating Committee is responsible for providing the association with continuity, given Director and Officer term limits, and providing advice to the President, Executive Committee and Board. The committee is responsible for providing the Executive Committee with a slate of candidates for each election and promoting Board elections.

Committee Membership:

<table>
<thead>
<tr>
<th>Chairperson</th>
<th>Scott</th>
<th>Metzger</th>
<th><a href="mailto:smetzger@hepaco.com">smetzger@hepaco.com</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Rick</td>
<td>Lewis</td>
<td><a href="mailto:rlewis@thelewisgp.com">rlewis@thelewisgp.com</a></td>
<td></td>
</tr>
<tr>
<td>Brian</td>
<td>House</td>
<td><a href="mailto:bhouse@moranenvironmental.com">bhouse@moranenvironmental.com</a></td>
<td></td>
</tr>
<tr>
<td>John</td>
<td>Parker</td>
<td>jparkersystemsinc.com</td>
<td></td>
</tr>
<tr>
<td>Andrew</td>
<td>Altendorf</td>
<td><a href="mailto:andrew@acmeboom.com">andrew@acmeboom.com</a></td>
<td></td>
</tr>
<tr>
<td>Devon</td>
<td>Grennan</td>
<td><a href="mailto:dgrennan@gdiving.com">dgrennan@gdiving.com</a></td>
<td></td>
</tr>
<tr>
<td>Dave</td>
<td>Usher</td>
<td><a href="mailto:dusher@marinepollutioncontrol.com">dusher@marinepollutioncontrol.com</a></td>
<td></td>
</tr>
<tr>
<td>John</td>
<td>Allen</td>
<td><a href="mailto:jallen@scaa-spill.org">jallen@scaa-spill.org</a></td>
<td></td>
</tr>
</tbody>
</table>

2020-2025 Goals

- Support current President, officers and BOD in tasking upon request
- Provide recommendations for transition of current Board composition as needed
- Provide slate of candidates for each election cycle
- Provide Guidance on proposed changes to the association By-Laws
- Provide support for Selection of Executive Director, Management/ Administrative Positions and Officers
- Provide consultation to Executive Committee
  - 2025 Strategic Plan
  - Direction of the Association
  - Industry Representation
Notable Achievements Since January of 2012

SCAA initiated its first Business Plan process in 2012, which has evolved into the present day approach that now provides organizational focus that drives the work of the SCAA member-led committees and staff, and an annual strategic long term planning effort. While not seeking to list every achievement, this section highlights some of the more important organizational changes and improvements that are providing increased member value. Perhaps the most notable achievement has been the increase in our membership from 59 member companies in 2012 to __ member companies currently, representing a larger segment of the response industry.

Engagement with Government Entities

• Consistent participation with the US Coast Guard, NOAA, APICOM and BSSE through SCAA-industry-led Partner Action Team (PAT) meetings. In the fall of 2014 these semiannual meetings were extended by one day to allow for meetings with PHMSA, FRA and the Association of American Railroads (AAR)
• Continued a successful Capitol Hill outreach program to key congressional representatives and staff.
• Redraft and re-communicate the Government Affairs Committee charter to more accurately reflect its intended mission over a broad scope of regulatory and government affairs.
• SCAA GAC authored and presented the following position papers or reports in 2015
  o Submitted comments to EPA with regards to proposed amendments of Subpart J, dated April 20, 2015
  o Submitted Position paper to the Partnership Action Team (PAT) on the Use of Volunteers during an Oil Spill, dated October 1, 2015
  o Developing comments to EPA’s proposed changes to subpart H of the Hazardous Waste Generator Improvement Regulations, specifically proposed changes to the preparedness, prevention and emergency response procedure. Comments under development, to be forwarded to SCAA Board for review and approval prior to submission.
• In 2014, SCAA maintained representation on a national workgroup assigned to investigate the potential of establishing a uniform decision-making tool for the use of oil spill simulants
• In 2014, SCAA retained membership on both the Response Resource Inventory (RRI) and Equipment Surge work groups with the USCG, although inaction on the USCG’s front resulted in little or no reportable progress
• Submitted formal SCAA comments on the update of the National Preparedness for Response Exercise Program (PREP) Guidelines
• In 2014, SCAA was actively engaged with BSEE on providing both critical feedback and beta-testing of the Estimated Recovery System Potential (ERSP) calculator and proposed regulatory recommendations

**Workforce Development**

• Future Environmental Leaders hosted a gathering in 2015 to include meetings and workshops with a focus on professional development, networking, information sharing and technical advancement

**Response Industry Advocacy**

• SCAA continues to work with the Responder Immunity Coalition and Legal Counsel on the Responder Immunity (RI) issue

• SCAA has been a co-sponsor and participant in an initiative to look at the development of a national policy regarding the use of oil simulants. In early 2015, the group released its final report as part of a BSEE-funded project

• SCAA staff and members participated in two political fundraisers for members of the past and current House Sub Committee on Coast Guard and Maritime Transportation to secure introduction of language for Responder Immunity into a Congressional Bill

**Promotion of SCAA**

• BSEE invited SCAA to assist with the design and development of the IOSC 2014 and 2017 on-water and aerial technology demonstration to promote SCAA member technologies and services

• Participation in Clean Gulf, Clean Pacific, Clean Waterways and the International Oil Spill Conference
BYLAWS

OF THE

SPILL CONTROL

ASSOCIATION OF AMERICA
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BYLAWS OF

The Spill Control Association of America

SCAA

An Environmental Services Organization

Article I

PURPOSE

The purpose of the Spill Control Association of America (SCAA or Association) shall be to provide leadership for the responsible advancement of the entire environmental services and response industry. The Association, as a not-for-profit organization, shall, in furtherance of this basic purpose, have the following objectives:

• To represent and serve as spokesman for the environmental services and pollution emergency response industry throughout America;

• To promote the application of effective supervision and technology in emergency environmental response and site remediation operations, consistent with local, state and federal regulations, current status of the art and sound engineering practice;

• To provide and stimulate authoritative organized research, education and information exchange within the industry and with other industries, government bodies and interested organizations;

• To mobilize and finance voluntary, staff and professional expertise to provide the required range of service to members;

• To maintain liaison and cooperate with governmental agencies as well as allied trade and professional associations throughout America and in other countries throughout the world; and

• To assist and promote cooperation in the industry, consistent with all existing laws, in mobilizing equipment and expertise in controlling or mitigating catastrophic incidents at both a local and national level.
Article II

MEMBERSHIP

Section 1. Membership. The membership classifications of the Association shall be as follows:

a. Full: Any corporation, partnership, sole proprietorship or individual providing services for emergency environmental response, site remediation, risk assessment, contingency planning, environmental investigation, transportation and/or any related industry shall be eligible for full membership status in SCAA. Full membership entitles the member to all the benefits and privileges of the Association as well as full voting rights in the Association.

b. Associate: Any corporation, partnership, sole proprietorship or individual which may be useful to support the objectives of the Association shall be eligible for associate membership. Associate membership entitles the member to all benefits and privileges of the Association and limited voting rights in the Association.

c. Government / Educational: Any individual engaged in educational, governmental, research or professional pursuits directly related to emergency environmental response, site remediation, risk assessment, contingency planning, environmental investigation, transportation and/or any related industry shall be eligible for governmental / educational associate membership. Governmental / educational membership entitles the member to all benefits and privileges of the Association and limited voting rights in the Association.

d. Individual Membership: Any individual or corporation or partnership with up to four employees which may be useful to support the objectives of the Association, shall be eligible for this class of membership. Individual membership entitles the member to all benefits and privileges of the Association and limited voting rights in the Association.

e. Retired Membership: Any individual previously active in Association affairs as a representative of a member, but who has retired from active day-to-day participation in the environmental services or response industry in these former capacities, shall be eligible for this class of membership. Retired membership entitles the member to all benefits and privileges of the Association and limited voting rights in the Association.

f. Honorary Membership: The Board of Directors of the Association shall be empowered to elect to honorary membership in the Association any individual whose contributions to the environmental services or response industry are deemed to be so unique, and of such a high order, as to warrant special recognition by the bestowal of this honor. Honorary membership entitles the member to all benefits and privileges of the Association and limited voting rights in the Association.

Section 2. Rights and Benefits of Members. Full members shall be the only members entitled to participate in Association management and vote on Association matters. The Board of Directors shall be composed of members with full membership status only. No other classification of members shall be eligible for the position of Director. Representatives of all members are entitled to participate in all committee activities and hold office on any Association committee.

Section 3. Applications. Applications for membership shall be filed with the Association's Secretary on a written application form provided by the Association. Any application shall be reviewed promptly
by the Association's Membership Committee, which shall furnish its findings as to the eligibility of such applicant to the Board of Directors. The application shall thereafter be considered by the Board of Directors at its next regular meeting, and shall be approved by the Board unless the applicant does not meet the qualifications applicable to the class of membership sought.

**Section 4. Resignations.** Any member in good standing may withdraw from the Association after fulfilling all obligations to it, by giving written notice of such intention to the Association's Secretary at least thirty (30) days before the effective date of such withdrawal. Any notice so given shall be presented to the Board of Directors at its first duly constituted meeting following receipt of such notice by the Secretary. Any member so withdrawing shall, by the act of such withdrawal, cease to have any further interests in the funds, assets and activities of the Association, and shall not be entitled to any refunds of any type or in any amount.

**Section 5. Suspension and Reinstatement.** Any member who is in default in the payment of dues for a period of ninety (90) days after such dues become payable may, in the absence of good cause found to exist by the Board of Directors, be suspended from membership by a majority vote of the Directors present at the duly constituted meeting of the Board. Any member so suspended shall, until reinstated, forfeit all rights and privileges of membership in the Association; provided, however, that suspension shall not relieve a member from the requirement of fulfilling all obligations to the Association theretofore incurred. A suspended member shall be reinstated to good standing upon payment in full of all dues and other amounts owing and payable at the time of suspension.

**Article III**

**FEES, DUES AND OTHER CHARGES**

**Section 1. Dues.** The annual dues and a payment schedule for each class membership of the Association shall be fixed and determined by the Board of Directors.

**Section 2. Special Project Funds.** The Board of Directors shall be empowered, upon presentation of a written request by the voting members of the Association, to approve the institution of a separate fund to defray expenses in furtherance of one-time or continuing projects which are deemed proper by the Board. No such special project funds in excess of Two Thousand Dollars ($2,000) shall be approved unless there shall have been presented to the Board written evidence that no less than seventy-five percent (75%) of the voting members favor the project and are committed to pay their proportionate share of the monies to be raised; provided, further, that the shares of the membership so committed shall total no less than seventy-five percent (75%) of the fund to be collected.

**Section 3. Registration Fees.** In those instances where the Association schedules meetings or other functions where it is necessary to charge registration fees to cover the expense of such functions, the amount charged shall be established by those assigned the responsibility for arranging these activities. The fees shall be so established as to cover all costs of such functions.
Article IV

ASSOCIATION MEETINGS

Section 1. Annual Meetings. The annual meeting of the Association shall be held before the end of the Association's fiscal year at a time and place fixed by the Board of Directors.

Section 2. Special Meetings. Special meetings of the Association, or of voting members, may be called by the Board of Directors. In addition, ten percent (10%) of the members entitled to vote may call for a special meeting for good cause shown.

Section 3. Notice of Meetings. A notice stating the time, place and purpose of each meeting, signed by the Secretary, shall be mailed to the last-recorded address of each member not less than ten (10) days, nor more than sixty (60) days, prior to the time fixed for the meeting. Such notice shall state any equitable limitation on meeting attendance, other than by voting members that may be deemed necessary to assure orderly proceeding.

Section 4. Quorum. The presence in person of one-third (1/3) of the voting representatives qualified under Article II, Section 1, subparagraph (a), as members of the Association entitled to vote, or if one-third (1/3) is thirty (30) or more, the presence in person of thirty (30) such members shall constitute a quorum for the transaction of business.

Section 5. Voting. Each voting representative of members qualified under Article II, Section 1, subparagraph (a) present, in person, shall be entitled to vote.

Section 6. Designation of Voting Representatives. Each member qualified under Article II, Section 1, subparagraph (a) shall designate, in writing, to the Association's Secretary, a representative who shall be entitled to vote for the member at Association meetings. An alternative representative shall also be named for each company member.

Section 7. Place of Meetings. Meetings may be held within or outside the United States of America.

Article V

BOARD OF DIRECTORS

Section 1. Powers and Duties. General management of the property, funds and business of the Association shall be the responsibility of the Board of Directors, which shall consist of not less than nine (9) members. The Board of Directors shall be responsible for:

a. Coordinating the activities of all operating units of the Association;
b. Effecting the preparation of an audited financial statement reflecting the Association's operations, said statement to be made available to the members of the Board within ninety (90) days after the close of each fiscal year;
c. Establishing general policies and operating procedures for the Association, including, but not limited to, policies governing the undertaking of special projects affecting the environmental industry as a whole;
d. Approving the formation or termination of Association committees, where the prerequisites for forming or terminating such operating units are met, or are no longer being met, as the case may be, in accordance with these Bylaws;
e. Reviewing and approving bylaws, membership standards, annual plans and programs, basic
objectives, dues and Special Project Fund proposals of Association committees;
f. Approving Association financial reports, budgets and investment plans;
g. Approving the selection of auditors, banking establishments and investment counselors for the Association;
h. Creating new committees of the Board of Directors in accordance with Article VIII, Section 2, where appropriate and necessary;

i. Ratifying appointments made by the President under the powers given him/her to make such appointments;
j. Appointing the Executive Director of the Association;
k. and Designating the time and place of general membership meetings of the Association, as well as meetings of the Board of Directors.

Section 2. Composition. The Board of Directors shall be composed of nine (9) members, each having Full membership status.

Section 3. Directors Tenure. Except as it is otherwise specifically provided in this Section, Directors shall be elected for a two (2) year staggered term by a majority vote of those eligible members of the Association casting ballots in accordance with Article VII of these Bylaws, and shall assume their duties immediately following the Annual Meeting of the Association. Directors shall not be eligible for election for more than four consecutive terms (i.e. eight years total), but are eligible for reelection after not serving on the Board of Directors for one two year term.

Section 4. Unexpired Terms. If at any time, the number of Directors shall fall below the number authorized under Section 2 of this Article, the Board of Directors shall elect, as soon as practicable, from a slate of nominees presented by the Nominating Committee, new Directors sufficient to bring the total number of Directors up to the required number. Directors so elected shall hold office for the unexpired term of their predecessors.

Section 5. Persons Eligible. Any officer or employee of a member of the Association shall be eligible to be a Director, subject to the eligibility requirements put forth in Article II, Section 2.

Section 6. Meetings. The Board of Directors shall hold at least two (2) regular meetings each year. One of the meetings shall immediately precede the Annual Meeting of the Association. Special meetings of the Board of Directors may be called by the President or at the request of not less than one-half (1/2) of the total number of Directors. In addition, ten percent (10%) of the members entitled to vote may call for a special meeting for good cause shown.

Section 7. Quorum and Voting. The presence in person of at least five (5) Directors holding office shall constitute a quorum for the transaction of business. Except as otherwise provided by these Bylaws, the Board shall act by a majority vote of those Directors present in person... Participation in a meeting through use of conference telephone constitutes presence in person at that meeting as long as all members participating in the meeting are able to hear one another.

Section 8. Annual Report. The Board of Directors shall cause to be prepared and shall present at each Annual Meeting of the Association a report on the activities and operations of the Association for the current fiscal year. This report shall include all pertinent and relevant financial data bearing on past operations and plans for the following year.
Article VI

OFFICERS

Section 1. Elected Officers. The Elected Officers of the Association, all of whom must be officers or employees of entities with full membership status, shall be a President, a Vice President, a Secretary and a Treasurer. The Board of Directors shall, from among their numbers, elect the officers of SCAA. The election of officers shall be conducted at the first regularly constituted Board meeting convened following the election of the Board. Said action of the Board shall be submitted to the Membership for ratification. The President, Vice President, Secretary and Treasurer shall be elected by a majority vote of those Board members eligible and shall assume their duties at the beginning of the next succeeding fiscal year of the Association. The Vice President shall automatically succeed the President after the President’s term is completed and a new Vice President shall be elected as provided for in this Section. Each officer so elected shall hold office for a term of two (2) years or until his/her successor shall have been duly elected and shall have assumed the duties of office. Elected officers shall not serve in the same office for more than one two (2) year term.

Section 2. Appointed Officers. The Board of Directors shall appoint an Executive Director and such other officers as it may deem desirable, assigning to them such duties and responsibilities as are not in conflict with the duties and authority of the elected officers. Their terms of office for those officers appointed shall be determined by the Board of Directors.

Section 3. Duties of Officers.

a. The President shall serve as the chief executive officer of the Association, and shall preside at the Annual Meeting and all meetings of the Board of Directors, and the Executive Committee. The President shall provide policy guidance to the Executive Director on operating and administrative matters and may represent the Association before the general public, governmental agencies, legislative bodies, business groups and other appropriate organizations.

b. The Vice President, in the absence of the President, shall perform the duties of that office.

c. The Secretary shall prepare agenda and maintain the minutes for the Association's Annual Meeting, and for meetings of the Board of Directors. He/she shall make and certify a complete list, alphabetical by class of membership, of the members entitled to vote at any given meeting. He/she shall attend to the preparation and serving of all notices of the Association and the Board of Directors, and shall attest and affix the corporate seal of the Association to all documents and instruments requiring same. He/she shall have charge of the care and custody of the Association's books and papers, and shall make such books and records available upon written request by any person entitled to inspect them. He/she shall perform any and all other duties normally incident to the office of Secretary.

d. The Treasurer shall be in charge of the care and custody of all funds, securities and other assets of the Association, shall direct the deposit of same in the name of the Association in such financial institutions as the Board of Directors may select and, subject to Board approval, shall hold, pay out and dispose of same. He/she shall report
on the financial condition of the Association at its Annual Meeting and at meetings of the Board of Directors and the Executive Committee, when required. The Treasurer shall serve as Chairman of the Board's Finance Committee. He/she shall see that an Annual Report for the preceding fiscal year is prepared and distributed to each member at the Annual Meeting.

e. The Executive Director shall be directly responsible to the Executive Committee. He/she shall serve as the chief administrative officer and direct the operations of the Association. He/she shall, subject to review by the Board of Directors:

1. Have full authority and responsibility for the employment, retention, supervision of all members of the Association's headquarters and field staff, and all other individuals and organizations retained to assist with Association activities;

2. Develop and recommend policies to the Executive Committee and the Board of Directors;

3. Develop, recommend and implement programs for members, membership development, operations and organizations in accordance with approved policies of the Association's Board of Directors;

4. Solicit the participation of key members in the Association's activities;

5. Prepare and recommend the Association's Annual Operating Plan and Budget to the Board of Directors and its Finance Committee, and administer and maintain control over the approved budget within the limits prescribed by the Board of Directors;

6. Prepare meeting notices and agenda for the Executive Committee and Planning Committee;

7. Represent the Association before the general public, governmental agencies, legislative bodies, business groups and other appropriate organizations; and

8. File the Association's Annual Report with the state administrator pursuant to applicable law. Such report shall be signed by the:

(a) President;
(b) Vice President
(c) Treasurer, or
(d) Secretary

f. Other officers, if any, shall have such titles, powers and duties as the Board of Directors may, from time to time, assign them.

Article VII

ELECTION OF DIRECTORS

Section 1. Balloting. The election of Directors shall generally be by written ballot mailed or emailed by the Secretary to all eligible voting representatives at least ten (10) days before the Annual Meeting of the Association. The ballots shall contain the list of nominees prepared by the Nominating Committee (as constituted in accordance with Article VIII, Section 1(d), of these Bylaws), and such
other candidates as may be nominated by written petition of five (5) or more eligible voting members of the Association. Voting representative members shall cast their votes by returning their ballots to the office of the Association, attention of the Secretary, so that the same will arrive on or before five (5) days prior to the date set for the Annual Meeting of the Association. The Secretary shall retain all ballots received by him/her unopened and, at the Annual Meeting, shall deliver such ballots to the Inspector of Election.

Should an emergency arise, as determined by the President, where immediate balloting is required, the Secretary is authorized to conduct a telephonic ballot, which shall subsequently be confirmed by the balloting procedures set forth herein.

Section 2. Inspectors of Election. The President shall appoint three (3) Inspectors of Election at each Annual Meeting, who shall canvass all ballots and proxy statements and report in writing on the results of their canvass to the President.

Article VIII

COMMITTEES OF THE BOARD OF DIRECTORS

Section 1. Permanent Governing Committees. The Executive Committee, Planning Committee, Finance Committee, Past Presidents / Nominating Committee and Membership Committee shall be permanent Committees of the Association's Board of Directors and shall be directly responsible to the Board. The powers, duties, composition and organizational requirements for such Committees shall be as follows:

a. Executive Committee.

(1) Powers and Duties. The Executive Committee shall be empowered to manage the affairs of the Association between meetings of the Board of Directors, subject to ratification of its actions by the Board, and shall have and may exercise the powers of the Board to act upon any matters which, in the opinion of the President, should not be postponed until the next previously scheduled meeting of the Board. Notwithstanding the foregoing, the Executive Committee shall not have the power or authority to: (i) amend the Association’s Bylaws; (ii) adopt an agreement or plan of merger, or consolidation with any other association; (iii) recommend to the members any action which requires membership approval including, but not limited to, a dissolution of the Association or a revocation of a dissolution of the Association; or (iv) take any other action or exercise any authority prohibited by law or the Association’s Bylaws. The Executive Committee shall also direct the activities of the Association's Executive Director; The Executive Committee shall recommend policies and financial and operational programs to the Board of Directors, based upon its own studies as well as upon recommendations submitted by the Executive Director or any-members of the Association. The Executive Committee shall, in keeping with the annual budget of the Association, establish the compensation for the Executive Director along with any other benefits it believes are warranted to employ or to continue to employ the services of this individual.

(2) Composition and Tenure. The Executive Committee shall be composed
of the President, the Vice President and either the Treasurer or Secretary, but not both to maintain an odd number for tie breaking vote purposes. All of the Executive Committee members and Officers of the Association must be Full member Board of Directors of the Association. The Executive Director, who shall provide advice, but have no vote in the Committee's deliberations, shall also be a member of the Executive Committee.

(3) **Officers.** The President of the Association shall be Chairman of the Executive Committee. The Executive Director shall act as Secretary of the Executive Committee.

(4) **Meetings.** The Executive Committee shall hold meetings when deemed necessary by the President. Special meetings may be called by the President, or at the request of all three (3) Committee members.

b. **Planning Committee.**

(1) **Powers and Duties.** The Planning Committee shall initiate studies and review of annual and long-range plans of the Association, including its plans and programs, organization structure, services to members and other activities, and shall recommend approval of plans derived from such studies and reviews to the Executive Committee and the Board of Directors.

(2) **Composition and Tenure.** The Planning Committee shall initiate studies and reviews and be comprised of at least three (3) Directors of the Association appointed by the President, subject to approval of the Board of Directors. Those Directors appointed to the Committee by the President shall serve a one (1) year term, subject to reappointment at the pleasure of the President. The Executive Director shall be an ex officio, nonvoting member of this Committee.

(3) **Officers.** The Chairman of the Planning Committee and the Committee's Secretary shall be appointed by the President, subject to approval of the Board of Directors.

c. **Finance Committee.**

(1) **Powers and Duties.** The Finance Committee shall be responsible for reviewing the annual operating budget and periodic financial reports of the Association, and shall present its recommendations to the Executive Committee and to the Board of Directors. The Finance Committee shall recommend policies concerning management of the financial resources of the Association, systems for internal financial control, establishment of membership dues, allocation of funds and the general dues structure, including those revisions to the structure deemed necessary to provide the required revenues.

(2) **Composition and Tenure.** The Finance Committee shall be composed of the Association's Treasurer and at least two (2) other Directors of the Association.
Association, appointed by the President subject to approval of the Board of Directors. Those Directors appointed to the Committee by the President shall serve a one (1) year term, subject to reappointment at the pleasure of the President. The Executive Director shall be an ex officio, nonvoting member of this Committee.

(3) **Officers.** The Treasurer of the Association shall be Chairman of the Finance Committee.

d. **Past Presidents / Nominating Committee.**

(1) **Powers and Duties.** The Past Presidents / Nominating Committee shall be responsible for providing the Association with continuity, given the Directors and Officers term limits, as well as providing advice to the President, Executive Committee and Board upon request, given their prior experience. This Committee shall also be responsible for preparing a single slate of candidates for open Director positions and for submitting the full slate to the Association's Secretary for preparation of a mail ballot in accordance with Article VII of these Bylaws. The Committee shall interview and obtain acceptance from those to be nominated before the preparation and submission of its slate of nominees.

(2) **Composition and Tenure.** The Past Presidents / Nominating Committee shall be composed of all former active Presidents of the Association, subject to approval of the Board of Directors. Members of the Committee shall serve one (1) year terms, subject to reappointment at the pleasure of the Board.

(3) **Officers.** The Chairman and Secretary of the Past Presidents / Nominating Committee shall be appointed by the Officers, subject to the approval of the Board of Directors.

e. **Membership Committee.**

(1) **Powers and Duties.** The Membership Committee shall be responsible for reviewing applications for membership and shall present its recommendations to the Association's Board of Directors in accordance with Article II of these Bylaws. The Membership Committee shall also study, coordinate and recommend policies and programs for the development of new Association members.

(2) **Composition and Tenure.** The Membership Committee shall be composed of, but not limited to, three (3) or more members of the Association, one (1) of which must be a Director, appointed by the President, subject to approval of the Directors. Members of the Committee shall serve a one (1) year term, subject to reappointment at the pleasure of the President.

(3) **Officers.** The Chairman and Secretary of the Membership Committee shall be appointed by the President, subject to approval of the Board of Directors.

**Section 2. Other / Operational Committees.** The Board of Directors may, in its discretion,
form such other committees as are deemed necessary to deal with specific tasks or projects, or to provide needed advisory services. Committees so formed shall be appointed by the President, who shall also appoint a Chairman and Secretary, subject to approval of the Board of Directors. The terms of office for members and officers of such committees shall expire upon completion of the specific task or project undertaken.

Section 3. Quorum and Voting. The presence in person of at least two (2) members shall constitute a quorum for the transaction of business by any permanent committee of the Board of Directors. Such committees shall act by a majority vote of those members present.

Section 4. Notice of Meetings. The Secretary of each committee shall be responsible for notifying members of regular or special meetings. Notice shall be provided by either written or telephonic means not earlier than thirty (30) nor later than ten (10) days prior to the date set for the meeting.

Section 5. Administration. The Association's Executive Director shall provide or arrange for administrative support for Board committees, which shall include, when needed, the employment of outside consultants or advisors.

Article IX

SEALS TRADEMARKS, OTHER INDICIA

The Association shall have the sole right to adopt and control completely the use of its Seal, and such other seals, trademarks or other indicia as it may deem suitable and appropriate. The use of the Association's Seal shall, in general, be confined to its printing or affixation in connection with duly authorized and official actions of the Board of Directors.

The Board of Directors may approve the use of the Seal by any member company to identify itself as a member of the Association; provided, however, that the Seal may be used by members only to indicate their membership in the Association in correspondence, advertising material, publications or similar activities, where the use is exclusively and directly related to the conduct of the member's business. The Seal may not be used by any member for product identification purposes, in standardization or certification programs, or for similar applications. Further, the Seal may not be used in any way to imply SCAA approval, endorsement or sponsorship of any member's products or services or any political candidate or cause.

Article X

FISCAL YEAR

The fiscal year of the Association shall begin on the first (1st) day of January each year and shall end on the thirty-first (31th) day of December.
Article XI

AMENDMENTS OF BYLAWS

These Bylaws may be amended, repealed or altered, in whole or in part, by a majority vote of the members present at any duly called and organized meeting of the Association, or by a majority vote of those responding to a mail ballot, provided a notice of the substance of proposed changes is mailed to all such members at least thirty (30) days prior to the time fixed for the meeting at which a vote will be taken, or at a time fixed for a return of mail ballots, as the case may be. The By-laws may also be amended upon the affirmative vote of a majority of Directors then in office. In these cases where Bylaws changes are made the subject of a mail vote, those eligible to cast ballots shall mail the same to the Executive Director in care of the Association's headquarters office. At the time fixed for the counting of the vote, the Executive Director shall open the ballots, canvass the same and report in writing to the membership on the results.

Article XII

INDEMNIFICATION

Section 1. Indemnification: Third-Party Actions. The Association shall indemnify any person who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative (other than an action by or in the right of the Association) by reason of the fact that he/she is or was a director, officer, employee or agent of the Association, or is or was serving at the request of the Association as a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise, against expenses (including attorneys' fees), judgments, fines and amounts paid in settlement actually and reasonably incurred by him/her in connection with such action, suit or proceeding if he/she acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interests of the Association or its members, and with respect to any criminal action or proceeding, had no reasonable cause to believe his/her conduct was unlawful. The termination of any action, suit or proceeding by judgment, order, settlement, conviction or upon a plea of nolo contendere or its equivalent shall not, of itself create a presumption that the person did not act in good faith and in a manner which he/she reasonably believed to be in or not opposed to the best interests of the Association or its members, and, with respect to any criminal action or proceeding, has reasonable cause to believe that his/her conduct was unlawful.

Section 2. Indemnification: Actions in the Right of the Association. The Association shall indemnify any person who was or is a party to or is threatened to be made a party to any threatened, pending or completed action or suit by or in the right of the Association to procure a judgment in its favor by reason of the fact that he/she is or was a director, officer, employee or agent of the Association, or is or was serving at the request of the Association as a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise against expenses (including attorneys' fees) actually and reasonably incurred by him/her in connection with the defense or settlement of such action or suit if he/she acted in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interests of the Association or its members, and except that no indemnification shall be made in respect of any claim, issue or matter as to which such person shall have been adjudged to be liable for negligence or misconduct in the
performance of his/her duty to the Association unless and only to the extent that the court in which such action or suit was brought shall determine upon application that, despite the adjudication of liability but in view of all circumstances of the case, such person is fairly and reasonably entitled to indemnity for such expenses, which such court shall deem proper.

Section 3. Indemnification: Mandatory and Permissive Payments.

1. To the extent that a director, officer, employee or agent of the Association has been successful on the merits or otherwise in defense of any action, suit or proceeding referred to in Sections 1 or 2, or in defense of any claim, issue or matter therein, he/she shall be indemnified against expenses (including attorneys' fees) actually and reasonably incurred by him/her in connection therewith.

2. Any indemnification under Sections 1 or 2 (unless ordered by a court) shall be made by the Association only as authorized in the specific case upon a determination that indemnification of the director, officer, employee or agent is proper in the circumstances because he/she has met the applicable standard of conduct set forth in Sections 1 and 2. Such determination shall be made in either of the following ways:

   a. By the Board of Directors, by a majority vote of a quorum consisting of directors who were not parties to such action, suit or proceeding.

   b. If a quorum [2(a)] is not obtainable, or, even if obtainable, a quorum of disinterested directors so directs, by independent legal counsel in a written opinion.

   c. By the members.

Section 4. Indemnification: Expense Advances. Expenses incurred in defending a civil or criminal action, suit or proceeding described in Sections 1 and 2 may be paid by the Association in advance of the final disposition of such action, suit or proceeding as authorized in the manner provided in Subsection (2) of Section 3 upon receipt of an undertaking by or on behalf of the director, officer, employee or agent to repay such amount, unless it shall ultimately be determined that he/she is entitled to be indemnified by the Association. No more than One Thousand Dollars ($1,000) may be advanced as expenses in any proceeding against the Association, its officers or agents. Any amounts in excess of One Thousand Dollars ($1,000) will have to be approved in Subsection (2) of Section 3.
Section 5. Indemnification: Insurance. The Association shall have power to purchase and maintain insurance on behalf of any person who is or was a director, officer, employee or agent of the Association, or is or was serving at the request of the Association as a director, officer, employee or agent of another corporation, partnership, joint venture, trust or other enterprise against any liability asserted against him/her and incurred by him/her in any such other capacity or arising out of his/her status as such, whether or not the Association would have the power to indemnify him/her against such liability under Sections 1 to 4.

Amended - by Vote of Board of Directors, 01/30/2018
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</table>
SCAA Leadership and Organization

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2020 Goals and Initiatives are encompassed within SCAA’s ten committees; each chaired by a SCAA member:

Operational Committees:

- Health and Safety
- Governmental Affairs
- Communication and Marketing
- Technical Advancement
- Future Environmental Leaders

Governance Committees:

- Executive
- Finance
- Planning
- Membership
- Past Presidents/Nominating