



**COMMITTEE CHARTER**

**NAME/TITLE:**

Applied Client Network Advisory Council

**COMMITTEE PURPOSE:**

The Applied Client Network Advisory Council exists as a forum for members and industry partners to share insights and examine industry trends relevant to the membership, and where possible to provide assistance in developing that information into member benefits or programs.

**COMMITTEE JOB RESPONSIBILITIES:**

The Advisory Council provides the opportunity for a diverse group of industry contributors, including carrier partners, consultants, vendors, external association members, and Applied Client Network members/Board Directors, to connect and discuss industry news, emerging trends, and general thought leadership. The primary responsibilities of the Council are:

1. Provide Applied Client Network with a diverse perspective of insights, so that customer trends can be collected, aggregated, and analyzed, and the information can be actively used to drive new initiatives for Applied Client Network members.
2. Provide a “pulse of the industry”, identifying emerging and ongoing trends relevant to the improvement or development of new and existing Applied Client Network programs and benefits.
3. Participate in testing/validation of new Applied Client Network programming, and provide feedback to help ensure that new content/benefits are relevant and timely as the industry changes.

**COMMITTEE STRUCTURE:**

The Advisory Council will consist of no more than 13 members, pulling from several audiences:

- 2 Applied Client Network Board Members
- 1 Applied Client Network Staff Member
- 2 Industry Association Members (ACT, AUGIE, CSIO, etc.)
- 3-4 Insurance Carrier Partners or Industry Consultants
- 3 Applied Client Network Members

The Advisory Council will be led by a Chair, which must be filled by an Applied Client Network Board or Staff Member.

Meetings: The Advisory Council will meet virtually three times each calendar year, every quarter except around the annual Applied Net conference, where an in-person meeting will take place. This meeting is not required, and attendance will not be subsidized. Meetings will be a 90-minute conference call, with an advance call for content to determine agenda/discussion topics.

**AUTHORITY/LIMITATIONS:**

As the Advisory Council will be discussing internal operations of Applied Client Network, and may occasionally have access to sensitive or proprietary information, all members of the council must sign and adhere to a binding confidentiality/nondisclosure agreement. Inability to comply with this requirement will disqualify potential candidates from joining the council.

**METHOD OF COMMITTEE MEMBER SELECTION/NOMINATION, TERM:**

**Selection:** Council members will be selected following Applied Net each year. Eligible candidates will complete an online application, which will be reviewed by the LEAD Committee, and prospects will be presented to the Board for approval.

**Term:** Council members will serve a term of 3 years, effective January 1 of the year following their selection.

**NOTE:** For the establishing year, 5-6 council members will serve 2 year terms, to establish a rotation cadence. Effective January 2018, members will all serve 3 year terms, with half of the council changing each year.

Past members are eligible to serve again after a full 3-year term has passed from the end of their prior term.

**Eligibility:** No council members may be employed by the same agency/brokerage.

**Size:** Up to 13 members