

Intergovernmental Cooperation Authority

Human Resources and Administration Committee

Charter

Purpose

The Human Resources and Administration Committee will have the general responsibility to develop recommendations on the human resources and compensation practices of the ICA, including:

- The selection of the Executive Director;
- The level and structure of compensation paid to the Executive Director and other staff, if any;
- The manner in which travel and business expenses incurred in the conduct of business of the ICA are reimbursed to either the Executive Director or any Board member;
- The establishment of annual performance objectives for the Executive Director; and
- The process for conducting a review of the performance of the Executive Director.

Membership and Meetings

The Board shall appoint its members and shall designate the Chairperson and Vice Chairperson of the Committee. The Chairperson of the Committee shall have overall responsibility for leading the Committee, and in the absence of the Chairperson, the Vice Chairperson shall lead the Committee. The Committee shall meet as necessary. The Executive Director shall serve as the secretary and shall provide staff support as requested by the Chairperson. The secretary shall keep minutes of the meetings of the Committee.