



## **CalTravel Government Relations Committee**

### **Purpose**

The primary function of the Government Relations Committee (GRC) is to promote the mission of CalTravel through engagement in the public policy development process on behalf of its membership. The Committee shall set legislative priorities, review policy issues, and recommend positions on legislation relevant to its mission.

CalTravel's mission is to protect and promote the interests of the travel industry in California.

The primary areas of the committee's focus shall be:

- To advocate for the interests of California's visitor industry;
- To advise and assist the CalTravel Board of Directors with respect to public policy issues that could affect significantly the interests of CalTravel, its members and its stakeholders;
- To recommend positions consistent with the purpose and guidelines set forth in this charter on public policy issues, including legislative and ballot measures and regulations, with a focus on the state level, but with the flexibility to address issues at the local or federal level if the committee chooses to;
- To educate elected officials and other key decision makers about the importance of the visitor industry to the well-being and economic vibrancy of the State of California; and
- To collaborate with other organizations whose public policy positions coincide with the goals of Cal Travel and its members.

### **Policy Guidelines**

The following guiding principles shall be used in determining whether CalTravel will take a position on a legislative and/or public policy matter. These guidelines adopted by the Board of Directors shall represent position(s) taken by CalTravel on various public policy issues, and establish the positions on which the Public Policy Council and staff are authorized to take action on behalf of the Board of Directors and in the best interests of the industry.

#### **Promote California as a Visitor Destination**

CalTravel supports initiatives and policies that promote California as the premier destination for meetings, conventions, events and leisure travel.

#### **Facilitate Travel to and Within California**

CalTravel supports efforts to facilitate travel to and within California, including the enhancement, maintenance and repair of transportation infrastructure, the promotion of air travel to and within the California by domestic and international travelers, and the elimination of political, economic and regulatory barriers to travel. CalTravel also supports economic initiatives that will directly or indirectly attract and sustain travel to California.

### **Promote and Advocate for Responsible Long-Term Development Projects that Directly Impact the Tourism Industry**

CalTravel believes that public and private sector infrastructure and development projects that will enhance our ability to promote California as a visitor destination are critical to the Association's ability to accomplish its mission over the long term. Relevant projects may include but are not limited to: expansion and repair of convention and visitor facilities in the state, preservation and appropriate utilization of natural attractions, improvement of transportation projects and programs that enhance the visitor experience, creation and expansion of arts and cultural institutions, and building and renovating venues for sports and other major events.

### **Review the Costs of Doing Business and its impacts on the Visitor Experience**

Unnecessary and burdensome rules, regulations and taxes increase the costs business must charge to provide services, attractions and entertainment to California's visitors.

CalTravel will review measures that will impose unnecessary and burdensome rules, regulations and industry niche taxes that increase the costs of traveling to and within the State.

## **Procedures**

### **Membership**

The Chair of the CalTravel Board of Directors shall nominate a GRC Chair and up to 25 members of CalTravel representing a broad cross-section of the visitors' industry to the GRC for ratification by the Executive Committee.

### **Terms**

Terms shall run concurrently with each two-year legislative session. GRC members except for Association members may serve a maximum of up to three (3) consecutive two-year terms and may be reappointed after at least one (1) two-year term has elapsed. Association members do not have term limits.

### **Vacancy**

In the event of a vacancy, the Chair shall recommend a new candidate. A candidate must be ratified by the Executive Committee to take a seat on the GRC.

### **Meetings**

Each year the GRC shall establish a schedule of regular meetings, chaired by the Chair or a designated replacement.

At a minimum, the GRC shall hold face-to-face meetings quarterly in conjunction with quarterly Board of Directors meetings. The GRC Chair may call additional meetings as he or she may deem advisable and these meetings may take place in person or via conference call. Additionally, the Chair may call for a written vote on a matter via email. A majority of the voting members of the GRC shall constitute a quorum. The act of a majority of the voting members present at a meeting at which a quorum is present shall be the act of the GRC.

The GRC shall keep minutes of the meetings and shall report to the Board of Directors and the Executive Committee on a regular basis. The GRC shall be supported by the

CalTravel President & CEO, staff and any CalTravel advocacy contracted consulting firm.

### **Procedures for Consideration and Adoption of Public Policy Positions**

In considering whether to take a position on a matter of public policy, the GRC and staff shall proceed as follows:

- The GRC may take actions and direct staff on issues that are consistent with this Charter, and on issues that are consistent with prior positions that establish a guiding precedent; however, in order for CalTravel to take a position on a major, new public policy issue, prior approval must be granted by the CalTravel Board of Directors or Executive Committee following the procedure outlined below.
- The following process shall be followed before CalTravel can take an official position on a major, new policy matter:
  - Members of CalTravel's Board of Directors or CalTravel staff may request that the GRC evaluate and recommend whether CalTravel should take a position on a particular public policy matter.
  - CalTravel staff, led by the President & CEO, shall make a recommendation to the GRC for or against a consideration of public policy matters. The GRC shall review the matter at a meeting at which a quorum is present, or in an expedited fashion if necessary, and shall make a recommendation to the Executive Committee that CalTravel take a position on the matter at issue. The GRC may also recommend that no position or action be taken. If a majority of the GRC cannot agree on a recommendation, then the GRC's recommendation shall be "no position" or "no action," as applicable.
  - The Chair of the GRC and the President & CEO, shall present the GRC's recommendations to the Executive Committee at its next regularly scheduled meeting. The Executive Committee, at its discretion, may refer the matter to the Board of Directors.
  - Approval of a majority of the voting members of the Executive Committee or Board of Directors, as applicable, taken at a meeting at which a quorum is present shall be required in order to take an official position on a major matter on behalf of CalTravel. Notwithstanding the above, approval of two-thirds of the voting members of the Executive Committee or Board of Directors, as applicable, taken at a meeting at which a quorum is present shall be required in order to take an official position on behalf of CalTravel endorsing or opposing a ballot measure.
- CalTravel may endorse or oppose ballot measures, and actual or proposed legislation or regulations. CalTravel shall not endorse candidates for elective office.

