

## Membership Consultation about Revisions to CLEAR's Bylaws

| Current Bylaws Section  | Current provision   | Proposed Revision  | Commentary  |
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| <b>Article III, Section 4(b)</b>  | n/a   | To add to ' <i>The Board of Directors shall govern the affairs of CLEAR, set policy direction, and</i> ':<br><br>(b) <u>establish committees, subcommittees, working groups, and other such bodies deemed necessary to further CLEAR's mission and purpose</u> | - The addition of Section 4(b) clarifies that one of the responsibilities of the Board of Directors is to establish bodies (including committees, subcommittees, and working groups) to further the mission and purpose of CLEAR. |
| <b>Article III, Section 4 (b-k)<br/>Renumbered following the addition of Section 4(b) as noted above.</b> | (b) develop policies and strategies for CLEAR;<br>(c) adopt an annual operating budget for CLEAR;<br>(d) meet at least twice face-to-face and at least six times during each calendar year, including at the annual educational conference and at the mid-year business meeting;<br>(e) direct the use of the CLEAR name, logo or other indicia;<br>(f) grant awards in categories as determined by the Board for outstanding achievements in the field of professional and occupational regulation;<br>(g) oversee a nominations and elections process for | Following the addition of (b) above, existing (b) – (k) is renumbered (c) – (l).   | - Renumbered following the addition of Section 4(b).  |

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|  | <p>members of the Board of Directors and its President-Elect;</p> <p>(h) develop financial policies and directives for staff implementation;</p> <p>(i) promote the development and maintenance of effective liaisons with external organizations to enhance CLEAR's role in the regulatory environment;</p> <p>(j) hire the Executive Director in both manner and method deemed appropriate; and</p> <p>(k) exercise such other powers as are generally consistent with these Bylaws.</p> |  |  |
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| <p><b>Article III,<br/>Section 4(d)</b></p> | <p>Section 4. The Board of Directors shall govern the affairs of CLEAR, set policy direction, and:</p> <p>(d) meet at least twice face-to-face and at least six times during each calendar year, including at the annual educational conference and at the mid-year business meeting;</p> | <p>(d) meet at least <del>twice face-to-face and at least six</del> <u>eight</u> times during each calendar year, <u>with a preference that two of these meetings are in-person; including at the annual educational conference and at the mid-year business meeting;</u></p> | <p>- Specifies a preference that, on an annual basis, two of the meetings of CLEAR's Board of Directors shall be in-person.</p> |
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| <p><b>Article III,<br/>Section 11</b></p> | <p>Section 11. The Board of Directors may remove a member of the Board of Directors for cause. A member of the Board of Directors may be removed by a majority vote of those present, but in no event fewer than six affirmative votes. Final conviction of a felony or other offense of moral turpitude that adversely affects the individual's ability to perform the job or may have an adverse effect on the organization if appointment is continued, failure to perform duties of the office, or other causes as may be specified in Board policies are cause for removal of a Board member.</p> | <p>Section 11. The Board of Directors may remove a member of the Board of Directors for cause. A member of the Board of Directors may be removed by a majority vote of those present, but in no event fewer than six affirmative votes.</p> <p><del>Final conviction of a felony or other offense of moral turpitude that adversely affects the individual's ability to perform the job or may have an adverse effect on the organization if appointment is continued, failure to perform duties of the office, or other</del> Causes <u>that affect the individual's ability to do the job or may have an adverse effect on the organization,</u> as <del>may be</del> specified in Board policies, are cause for removal of a Board member.</p> | <ul style="list-style-type: none"> <li>- Acknowledges that (felony) terminology is not applicable in all member jurisdictions. Links cause(s) for Board member removal to the established procedure detailed in CLEAR's policies and procedures.</li> </ul> |
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| <b>Article III,<br/>Section 12</b> | <p>Section 12. The Board of Directors shall establish written policies and/or procedures, which shall include, but not be limited to, the following areas: conflict of interest, removal of Board members, elections, finance, and special awards.</p> | <p>Section 12. The Board of Directors shall establish written policies and/or procedures, which shall include, but not be limited to, the following areas: conflict of interest, removal of Board members, elections, finance, <u>committees, subcommittees, working groups and other such bodies,</u> and special awards.</p> | <ul style="list-style-type: none"> <li>- Reflects proposed revisions to Article VI (Committees, Special Interest Groups and Working Groups), requiring policies are established to specify committee structure, composition, roles and responsibilities.</li> </ul> |
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| <p><b>Article VI,<br/>Sections 1-11</b></p> | <p>Section 1. CLEAR shall include various committees and subcommittees, special interest groups and working groups which have such duties and powers as specified in this Article:</p> <ul style="list-style-type: none"> <li>(a) all meetings of such bodies shall be open unless otherwise directed by the Board of Directors for good cause;</li> <li>(b) except as set forth in these Bylaws, the chair of each such body may appoint task forces for a period no longer than the appointment year to work on special projects related to the purpose of the body;</li> <li>(c) the Board of Directors may charge such bodies with special duties consistent with their functions and may temporarily modify specified functions, as it shall deem necessary; and</li> <li>(d) the Board of Directors, or its designee, shall require quarterly updates from each committee, special interest group and</li> </ul> | <p>Section 1. CLEAR shall include various committees and subcommittees, special interest groups and working groups which have such duties and powers as specified in <del>this Article the organization's policies and/or procedures in accordance with Article III, Section 4b).</del>:-</p> <ul style="list-style-type: none"> <li><del>(e) all meetings of such bodies shall be open unless otherwise directed by the Board of Directors for good cause;</del></li> <li><del>(f) except as set forth in these Bylaws, the chair of each such body may appoint task forces for a period no longer than the appointment year to work on special projects related to the purpose of the body;</del></li> <li><del>(g) the Board of Directors may charge such bodies with special duties consistent with their functions and may temporarily modify specified functions, as it shall deem necessary; and</del></li> <li><del>(h) the Board of Directors, or its designee, shall require quarterly updates from each committee, special interest group and working group in the prescribed format.</del></li> </ul> | <ul style="list-style-type: none"> <li>- Detailing the committee arrangements in the Policies and Procedures document ensures CLEAR can responsively and efficiently adapt its committee framework. It reflects good governance practices, distinguishing foundational governance rules (bylaws) from operational and procedural matters (policies).</li> </ul> |
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|  | <p>working group in the prescribed format.</p> <p><u>Section 2. The Annual Educational Conference Program Committee</u> shall be organized into subcommittees as determined by the President. The functions of the committee are to:</p> <ul style="list-style-type: none"> <li>(a) oversee the development and presentation of the program of the annual educational conference;</li> <li>(b) perform such other functions relating to the structure, goals and purposes of conferences as may be assigned by the Board of Directors;</li> <li>(c) develop and present program-related projects as assigned by the Board of Directors;</li> <li>(d) seek out and consider program suggestions from committees and subcommittees, special interest groups, working groups and other</li> </ul> | <p><del>Section 2. The Annual Educational Conference Program Committee shall be organized into subcommittees as determined by the President. The functions of the committee are to:</del></p> <ul style="list-style-type: none"> <li><del>(d)—oversee the development and presentation of the program of the annual educational conference;</del></li> <li><del>(e)—perform such other functions relating to the structure, goals and purposes of conferences as may be assigned by the Board of Directors;</del></li> <li><del>(f)—develop and present program-related projects as assigned by the Board of Directors; and</del></li> <li><del>(d)—seek out and consider program suggestions from committees and subcommittees, special interest groups, working groups and other CLEAR constituencies.</del></li> </ul> <p><del>Section 3. The Education and Training Standing Committee shall:</del></p> <ul style="list-style-type: none"> <li><del>(b)—make recommendations to the Board of Directors regarding</del></li> <li><del>3)the structure and objectives of CLEAR education and training</del></li> </ul> |  |
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|  | <p>CLEAR constituencies.</p> <p><u>Section 3. The Education and Training Standing Committee shall:</u></p> <p>(a) make recommendations to the Board of Directors regarding</p> <ol style="list-style-type: none"> <li>1) the structure and objectives of CLEAR education and training programs</li> <li>2) the development of new training programs and educational offerings</li> </ol> <p>b) oversee and provide development support for CLEAR education and training programs as needed.</p> <p><u>Section 4. The Examination Resources and Advisory Committee shall:</u></p> <p>(a) provide guidance and assistance to the Board of Directors; other CLEAR committees, subcommittees, special interest groups and working</p> | <p>programs</p> <p><del>4) the development of new training programs and educational offerings</del></p> <p><del>e) —oversee and provide development support for CLEAR education and training programs as needed.</del></p> <p><u>Section 4. The Examination Resources and Advisory Committee shall:</u></p> <p><del>(d) —provide guidance and assistance to the Board of Directors; other CLEAR committees; subcommittees, special interest groups and working groups; and the membership of CLEAR as requested regarding the development and administration of examinations used by regulatory bodies;</del></p> <p><del>(e) —develop and publish examination guidelines and other materials which would meet the needs of CLEAR members; and</del></p> <p><del>(f) —promote the development of examination standards; policies and procedures.</del></p> <p><u>Section 5. The International Relations Committee shall:</u></p> <p><del>(e) —provide guidance and</del></p> |  |
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|  | <p>groups; and the membership of CLEAR as requested regarding the development and administration of examinations used by regulatory bodies;</p> <p>(b) develop and publish examination guidelines and other materials which would meet the needs of CLEAR members; and</p> <p>(c) promote the development of examination standards, policies and procedures.</p> <p><u>Section 5. The International Relations Committee shall:</u></p> <p>(a) provide guidance and assistance to the Board of Directors; other CLEAR committees, subcommittees, special interest groups and working groups; and the membership of CLEAR as requested regarding</p> | <p><del>assistance to the Board of Directors; other CLEAR committees; subcommittees, special interest groups and working groups; and the membership of CLEAR as requested regarding international issues;</del></p> <p><del>(f) identify and recommend opportunities for collaboration with international colleagues; and</del></p> <p><del>(g) advise the Board of Directors on matters regarding international membership and programs; and</del></p> <p><del>(h) oversee the development and presentation of the program of CLEAR international events.</del></p> <p><u><del>Section 6. The Regulatory Agency Administration Committee shall:</del></u></p> <p><del>(c) provide guidance and assistance to CLEAR's membership via:</del></p> <p><del>1) the sharing of best practices in regulatory administration;</del></p> <p><del>2) the identification of current challenges and potential solutions across occupational regulation.</del></p> |  |
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|  | <p>international issues;</p> <p>(b) identify and recommend opportunities for collaboration with international colleagues; and</p> <p>(c) advise the Board of Directors on matters regarding international membership and programs; and</p> <p>(d) oversee the development and presentation of the program of CLEAR international events.</p> <p><u>Section 6. The Regulatory Agency Administration Committee shall:</u></p> <p>(a) provide guidance and assistance to CLEAR's membership via:</p> <ol style="list-style-type: none"> <li>1) the sharing of best practices in regulatory administration;</li> <li>2) the identification of current challenges and potential solutions across occupational</li> </ol> | <p><del>(d)—provide resources and strategies for administrators across the regulatory community.</del></p> <p><u>Section 7. The Diversity, Equity and Inclusion Member Participation Committee shall:</u></p> <p><del>(c)—promote diversity, equity, and inclusion fairness, accessibility and broad participation in the professional and occupational regulatory community by:</del></p> <ol style="list-style-type: none"> <li><del>1)—defining diversity, equity, and inclusion terminology developing shared language and definitions to guide for CLEAR and its membership</del></li> <li><del>2)—supporting CLEAR stakeholders as they seek to remove bias and discrimination to identify and address barriers and unfair treatment in the professional and occupational regulatory community</del></li> <li><del>3)—providing advice and recommendations to the CLEAR Board of Directors committees;</del></li> </ol> |  |
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|  | <p>regulation.</p> <p>(b) provide resources and strategies for administrators across the regulatory community.</p> <p><u>Section 7. The Diversity, Equity and Inclusion Committee shall:</u></p> <p>(a) promote diversity, equity, and inclusion in the professional and occupational regulatory community by:</p> <ol style="list-style-type: none"> <li>1) defining diversity, equity, and inclusion terminology for CLEAR and its membership</li> <li>2) supporting CLEAR stakeholders as they seek to remove bias and discrimination in the professional and occupational regulatory community</li> <li>3) providing advice and recommendations to the CLEAR Board of Directors</li> </ol> | <p>and staff with respect to raising <u>increasing awareness of diversity, equity, and inclusion equitable practices across in the regulatory community</u></p> <p><del>4) assisting in the development of of content and discussion topics diversity, equity and inclusion topics and related items of discussion for CLEAR's educational programs, including, but not limited to, conferences and professional development offerings that encourage inclusive and representative engagement</del></p> <p><del>5) assisting in helping CLEAR to build leadership opportunities for stakeholders including opportunities that foster greater diversity, equity, and inclusion, with a focus on increasing access and participation across a wide range of perspectives and backgrounds.</del></p> |  |
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|  | <p>committees, and staff with respect to raising awareness of diversity, equity, and inclusion in the regulatory community</p> <p>4) assisting in the development of diversity, equity and inclusion topics and related items of discussion for CLEAR's educational programs, including, but not limited to, conferences and professional development offerings</p> <p>5) assisting in helping CLEAR to build leadership opportunities for stakeholders including opportunities that foster greater diversity, equity, and inclusion.</p> <p>(b) recommend to the</p> | <p><del>(d)–recommend to the Board of Directors changes to CLEAR’s structures, strategy and policies related to diversity, equity, and inclusion that support broader engagement and fairness in organizational practices.</del></p> <p><del>Section 8. The Board of Directors may create special interest groups open to all CLEAR members, with only the chair and vice-chair being appointed by the President. Once created, a special interest group shall continue until the Board of Directors decides to terminate it. The functions of special interest groups are to:</del></p> <p><del>(c)–encourage the exchange of ideas among CLEAR members sharing the group’s interests; and</del></p> <p><del>(d)–advise the Board of Directors and other CLEAR committees, subcommittees, special interest groups and working groups on issues relating to the group’s interests.</del></p> <p><del>Section 9. The President may create working groups focused on specific projects or studies of interest to CLEAR. Each working group shall exist for one</del></p> |  |
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|  | <p>Board of Directors changes to CLEAR's structures, strategy and policies related to diversity, equity, and inclusion.</p> <p>Section 8. The Board of Directors may create special interest groups open to all CLEAR members, with only the chair and vice-chair being appointed by the President. Once created, a special interest group shall continue until the Board of Directors decides to terminate it. The functions of special interest groups are to:</p> <ul style="list-style-type: none"> <li>(a) encourage the exchange of ideas among CLEAR members sharing the group's interests; and</li> <li>(b) advise the Board of Directors and other CLEAR committees, subcommittees, special interest groups and working groups on issues relating to the group's interests.</li> </ul> <p>Section 9. The President may create working groups focused on</p> | <p><del>appointment year only and may be re-created by the incoming President if desired. The function of working groups is to advise the Board of Directors regarding the specific issues for which they were created.</del></p> <p><del>Section 10. The members of each committee, subcommittee or working group shall serve for one appointment year or until their successors have been designated.</del></p> <p><del>Section 11. Each committee and special interest group shall be provided direction from the Board of Directors on an annual basis. The chairperson of each committee, special interest group and working group, or his or her designee, shall provide a quarterly report in the prescribed format regarding the activities of the body to the Board of Directors.</del></p> |  |
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|  | <p>specific projects or studies of interest to CLEAR. Each working group shall exist for one appointment year only and may be re-created by the incoming President if desired. The function of working groups is to advise the Board of Directors regarding the specific issues for which they were created.</p> <p><u>Section 10.</u> The members of each committee, subcommittee or working group shall serve for one appointment year or until their successors have been designated.</p> <p><u>Section 11.</u> Each committee and special interest group shall be provided direction from the Board of Directors on an annual basis. The chairperson of each committee, special interest group and working group, or his or her designee, shall provide a quarterly report in the prescribed format regarding the activities of the body to the Board of Directors.</p> |  |  |
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| <b>Article VII,<br/>Conferences<br/>and<br/>Meetings</b> | <p><u>Section 1.</u> An annual educational conference of CLEAR shall be held at the time and place designated by the Board of Directors.</p> <p><u>Section 3.</u> An annual mid-year business meeting of CLEAR committees and subcommittees shall be held at the time and place determined by the Executive Director in consultation with the President-Elect, during which the Board of Directors shall meet.</p> | <p><u>Section 1.</u> An annual educational conference of CLEAR shall be held at <del>at the</del> time and <del>in the manner</del> <del>place</del> designated by the Board of Directors.</p> <p><u>Section 3.</u> An annual mid-year business meeting of CLEAR committees and subcommittees shall be held at <del>at the</del> time and <del>place</del> <del>in the manner as</del> determined by the Executive Director in consultation with the President-Elect, during which the Board of Directors shall meet.</p> | <p><b>Sections 1 and 3</b></p> <ul style="list-style-type: none"> <li>- Provides the Board of Directors with additional flexibility when directing the timing and manner of future meetings. Previous verbiage was potentially restrictive, particularly considering experiences during the COVID-19 pandemic, when meeting in a physical ‘place’ was not possible.</li> </ul> |
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