

UTC Resolution Policy Development Process

Policy resolutions adopted by the UTC membership at its annual conference or by its Board (as detailed in the process exception for emergency resolutions) express UTC's views on public policy issues affecting the regulation of carriers and utilities. The policy positions of UTC, reflected by the resolutions, shall only be adopted by the membership assembled at the annual conference or by the Board, with the former taking precedence over the latter.

UTC's Public Policy Division (PPD) shall serve as the Committee through which the resolution process is overseen. Resolutions shall stand until revised or repealed; PPD will review approved resolutions annually to determine whether each resolution should be revised or repealed.

Each November, UTC staff will send a solicitation to the membership calling for resolutions. All resolutions and/or ideas for resolutions must be submitted by January 31. At this point, any member of UTC may submit an idea for a resolution. However, resolutions considered by the PPD must be sponsored by a core utility member – meaning, if a vendor has an idea, they must get at least one core utility member to champion it.

At its regularly-scheduled February meeting, PPD members will consider the suggested resolutions (which have been compiled by UTC staff and circulated to the PPD). Over the course of the following month, PPD members will provide edits and comments on the suggested resolutions.

At its regularly-scheduled March meeting, PPD members will review all suggested changes/edits to suggested resolutions. The PPD will then vote, in a meeting open to all UTC core utility members. Robert's Rules of Order will be followed and amendments from core utility members will be considered during this discussion. The Chair of the PPD will communicate to the sponsors of the resolutions about that decision-making.

If at any point in time the Chair of the PPD is unavailable to perform any of these functions, the Chair of UTC will appoint a substitute who will perform these tasks as appropriate. This is a temporary appointment and not an appointment as Chair of the PPD.

No later than two weeks prior to the UTC Annual Conference, all proposed resolutions will be distributed to the entire membership for review. At this point, proposed resolutions will also be posted to UTC's website in a members' only subsite.

During the "Business Meeting" of the annual conference, core utility members will vote on the Proposed Resolutions. The process for voting on the Proposed Resolutions will follow Robert's Rules of Order and will allow for amendments to be made. The Chair of UTC's Board of Directors will determine that a quorum is present. A quorum will be a majority of the voting members present at the business meeting of the membership. If the Chair determines that a quorum is not present, the Chair will announce a recess of the business meeting until a quorum is present. The Proposed Resolution Sponsor will introduce the Proposed Resolution to the membership. The Chair of UTC's Board of Directors will then open the floor for discussion on the Proposed Resolution. After debate has ended, and after a motion to adopt the Proposed Resolution, and a second, UTC members' designated voters will vote on the motion at hand. While consensus on resolutions is preferred, resolutions can pass by simple majority.

Each UTC member company will have one vote at the annual business meeting. The individual voting for the UTC core member will be identified during the registration process for the annual conference.

Expedited Resolution Process

In the eventuality that UTC's PPD members identify an instance of UTC needing to take a policy position in short order, UTC will utilize the following Expedited Resolution Process:

Based on actions taken by a federal agency or by the U.S. Congress, PPD members may propose to adopt a policy position. PPD members will develop a Proposed Resolution, distribute to PPD membership, and schedule a conference call to discuss, revise and approve/dismiss the Proposed Resolution. The Chair of the PPD will then submit the Emergency Proposed Resolution to UTC's Executive Committee for consideration. The Board of Directors will then discuss, revise, and either approve or deny the Proposed Resolution. The approved Resolution will stand in place as is and be considered official UTC policy until it is considered by the full membership at the Annual Conference.