

SOUTHERN STATES CORRECTIONAL ASSOCIATION

Standard Operating Procedures

Procedure:	Long-Range Planning Committee
Number:	SOP-307
Authority:	SSCA Constitution, Article XI: Authorization of By-Laws; SSCA By-Laws Section 14: Committees
Reference:	SSCA By-Laws Section 14: Committees
Effective Date:	July 19, 2006
Revises Previous Date:	January 16, 1998

The Long-Range Planning Committee shall be appointed by the President at the closing of the business meeting of the Annual Summer Training Conference and shall consist of five (5) members, two of whom will be Past-Presidents, the Association Secretary and Treasurer, and a regular member, and shall serve a term of three (3) years.

Duties and responsibility of the committee include:

1. Tentative planning for the Association's activities up to five (5) years in the future.
2. The main purpose of establishing stability and direction for the Association's future administrations. The committee will make recommendations on all new issues or projects that arise.
3. Review and make recommendations on any issues or concerns regarding the Association, requested by the President or Executive Board.
4. Make a report to the Executive Board at the Mid-Winter Training Conference and the Annual Summer Training Conference.