

WEAU Committee Charters

COMMITTEE:	OPS CHALLENGE
MEETING SIZE:	Open
MEMBERSHIP:	Chairperson, Co-Chairperson and members appointed by the President.
CHARGE:	<p>The Committee shall:</p> <ol style="list-style-type: none"> 1) Plan and conduct the Ops Challenge kick-off meeting (December), organize challenge with the assistance and direction of PWO; 2) Find head judges and have them attend kick-off meeting; 3) Have team packets ready at kick-off, must include: Individual release forms, team forms, t-shirt sizes, team contact information with team captain identified; 4) Generate and distribute team practice schedules by Jan. 1 (max 10 practices per team); 5) Ensure all equipment is setup and ready for practices; 6) Coordinate all purchases through PWO; 7) Order t-shirts for teams and judges (February); 8) Hold a final Q&A meeting for all teams and head judges, announce schedule for loading U-haul (March); 9) PWO will order U-Haul; 10) Coordinate with Southern Utah on transportation of equipment; 11) Equipment must be maintained throughout practices; 12) Find and assist people to work on the process test and create a score sheet; 13) Work with PWO to purchase pipes, blades, clamps etc. before leaving for St. George; 14) Load trailer for travel and set everything up in St. George (April); 15) Work with PWO to review process test and event results to determine winners; 16) Create a slide show and present awards at banquet; 17) On completion of event, have teams assist with tear down and re-loading equipment, coordinate unloading and set up at Central Valley; 18) Return U-haul; 19) Work with PWO to hold Nationals kick-off meeting (May); 20) Generate and distribute practice schedules; 21) Maintain equipment for practices. 22) Shall follow the WEAU COMMITTEE POLICIES AND GUIDELINES.
REPORT:	The Committee should submit a report to the President at or prior to the Annual Meeting each year. Activities should be summarized and recommendations formulated for the coming year, including recommendations on Committee membership.