



HOMELAND SECURITY COMMITTEE

(Revised 21 Dec 22)

Committee Charter

I. Purpose:

1. The AFCEA International (hereafter "AFCEA") Homeland Security Committee (hereafter "the Committee") is a standing Committee of the Association, chartered by and responsible to the President/CEO of AFCEA International.
2. The purpose of the Committee is to coordinate and enhance AFCEA's outreach and contribution to the homeland security community, cultivate a spirit of partnership among the public and private sector ecosystem, serve as a forum to develop new ideas regarding capabilities to meet homeland security challenges, and act as AFCEA International's principal homeland security resource in support of AFCEA chapters and members worldwide through the provision of various forums and other information exchange services.
3. While AFCEA's principal purposes involve support to the Armed Forces, the Committee will support homeland security challenges and needs of the entire national security community. This includes federal, state, and local government agencies and the First Responder Network in support of national interest.

II. Tasks:

The Committee provides an active focal point within AFCEA to promote an ethical dialogue among government, industry, and academia on homeland security-related issues. Specifically, the Committee shall:

1. Strengthen AFCEA's role as an advocate for productive exchange of ideas in the homeland security community, making available to AFCEA's members worldwide relevant and timely information on issues for productive dialogue.
2. Support AFCEA and its membership by preparing, reviewing, approving and/or making recommendations on homeland security content for events, publications, workshops, education and training, white papers, and other services of the Association. All white papers and other materials will be reviewed and approved by the members prior to publication under the Committee's name.
3. Make resources (e.g., ideas, speakers, and papers) available to AFCEA chapters worldwide regarding homeland security challenges.
4. Support SIGNAL magazine by encouraging and contributing ideas for homeland security-related content (e.g., articles and interviews).
5. Promote AFCEA membership and support within the community.

6. Oversee nomination and recommendation of recognition programs for the homeland security community.

III. Membership:

1. Members will be drawn from the public and private sectors to include industry and academia, nationally and internationally. Industry members shall be elected by the membership of the committee.
2. The President/CEO of AFCEA International may also appoint directly each year up to five additional Committee members, based on the needs of AFCEA International.
3. There will be no more than 40 and no less than 25 members from industry. A balance should be maintained of large and small businesses representing the various disciplines in the homeland security industry (e.g., identity management, emergency response/management, critical infrastructure protection, ports/border security, communications, etc.).
4. Academia members are appointed by the President/CEO of AFCEA International. There can be no more than five and no less than two members from academia.
5. Members must be:
 - a. Current members of AFCEA.
 - b. Available to participate in the activities of the Committee and have the support of their organization to do so.
 - c. Able to contribute to at least one discipline in the homeland security community based on education and experience.
6. Members will be sought based on experience relevant to the Committee; and to achieve balance in the membership based upon company type and discipline.

IV. Government Liaison Representatives:

1. Government liaison representatives will be sought from federal, state, and local government departments and agencies active in the homeland security community.
2. It must be clear to the government leadership that such government representatives will serve in a liaison capacity and have no governance role in the Committee.
3. There is no limit on the number of government liaisons, but a balance should be sought with the private sector.
4. Membership in AFCEA is not required for government liaisons.
5. There are no attendance requirements for government liaisons.

V. Committee Leadership and Organization:

1. The President/CEO of AFCEA will appoint a Chair and Vice Chair from the membership of the committee. The Chair and Vice Chair will serve at the pleasure of the President/CEO with no predetermined term limit but for no more than four years maximum.
2. After the appointment of the Chair and Vice-Chair, subsequent leadership positions will be elected by the membership of the Committee, subject to confirmation by the President/CEO of AFCEA who may make alternative choices from among the candidates nominated by the Committee's membership.
3. The Committee shall be organized into standing subcommittees, working groups, and liaisons.
 - a. Standing subcommittees are permanent committees that will operate throughout the duration of the Committee year. At the beginning of each year, the Committee will determine its requirements for standing committees and candidates will be nominated to lead the subcommittees. A subcommittee will be formed to present at least one homeland security symposium each year.
 - b. Working groups are non-permanent ad hoc bodies organized to support temporary projects or requirements that do not fit the purpose of the standing subcommittees. The Committee will determine the requirements for Working Groups throughout the year and candidates will be nominated to lead the Working Groups.
 - c. The Committee shall identify liaisons to the AFCEA Cyber, Intelligence, Small Business, and Technology Committee to coordinate activities between the Homeland Security Committee and these other noted committees.
 - d. The Committee will hold an annual review of subcommittees, working groups and liaisons for outcomes and possible change/revision in the coming year.
4. The Vice-Chair will support the Chair by organizing subcommittees and organizational functions as directed.

VI. Membership Term

1. Elected members from industry will serve for a term of three years. These members may be re-elected for a second term of three years but may not stand for further election beyond a second term unless they have not served on the Committee for a period of at least one year, at which time if nominated they will be considered new candidates.
2. Government liaisons and academia members have no term limits.

VII. Election of Members

1. Applications for membership on the Committee shall be solicited and received as vacancies occur.

2. Applications will be submitted using the online form found at the AFCEA member portal: <https://www.afcea.org/portal>.
3. Applications may be self-submitted or submitted by a serving Committee member with the approval and on behalf of an applicant.
4. A specially designated membership subcommittee shall review applications for membership and recommend candidates to the full Committee for its new member election normally held in June.
5. A valid election shall require participation of at least 51% of the serving Committee members (both public and private sectors), and a candidate must receive the votes of a majority of the serving Committee members to be elected to membership.

VIII. Removal from the Committee:

1. Members may be removed from the Committee by the President/CEO of AFCEA based on repeated lack of participation or demonstrated lack of required expertise, based on the recommendation of the Chair.
2. Members who miss four consecutive meetings may be considered by the Chair for removal.

IX. Meetings:

1. Meetings of the Committee will normally be held at AFCEA International Headquarters but may convene at another location at the call of the Chair.
2. Meetings will be held monthly or at an interval to be determined by the Chair.
3. A quorum for meetings shall be a majority of the members. Issues requiring a vote of the Committee shall be decided by majority vote of those present.
4. Minutes of each meeting shall be published and distributed.
5. Subcommittees shall meet as required.

X. Committee Support

1. The President/CEO of AFCEA shall assign permanent staff member(s) to attend Committee meetings representing the Association and to arrange for Association support of the Committee's activities. These representatives are not members of the Committee.
2. When appropriate, the Committee Chairman may appoint ad hoc participants to support specific, short-term activities of the Committee. These ad hoc participants shall not be considered Committee members and need not satisfy the regular membership criteria.