



WYOMING MONTANA SAFETY COUNCIL REVIEW AND SELECTION PROCESS FOR BOARD MEMBERS

The Board of Directors (Board) of the Wyoming Montana Safety Council (WMSC) believes that it is in the best interests of the WMSC to obtain highly qualified individuals to serve on the Board. The following process is used to select members to the Board.

NOMINEE SUBMITTAL PROCESS

Nominees shall be submitted to the Board by a current Board member. After submittal, nominees to the Board shall submit the following information to the Board:

- A letter requesting consideration as a Board member. The letter shall specify the reasons for wanting to serve as a Board member and be limited to 250 words maximum length.
- A resume indicating work experience, experience on other Boards or Commissions, and other relevant experience.
- At least two references. One reference may be a current Board member.
- A statement of any conflicts of interest and how those will be addressed if selected for Board membership.
- A statement indicating that the nominee's employer will support the nominee's attendance at Board meetings and other WMSC functions.
- A release for the Board to conduct a background check on the nominee.
- A release of Claims by which the nominee agrees that, by submitting an expression of interest, the nominee recognizes that no legal rights or property interest are created and that the applicant agrees to release and hold harmless the WMSC, its Board and employees and the WMSC's representatives, from any claims related to the decision not to select the applicant for membership to the Board.

1002 S Greeley Hwy
Cheyenne, WY 82007
(307) 635-4592

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BOARD OF DIRECTORS REVIEW PROCESS

The Board will review the information submitted by the nominee. Information provided shall demonstrate and the Board shall determine that the nominee has:

- High personal and professional integrity.
- An understanding of the business environment and activities and can make sound judgments derived from management or policy-making experience that demonstrates an ability to function effectively in an oversight role.
- Knowledge, skills and expertise relevant to the Board
- The ability to make independent analytical decisions.
- A commitment to promoting and enhancing the values of the WMSC.
- The nominee has the necessary time to devote to Board activities.
- No interests that would materially impair his or her ability to exercise independent judgement, or otherwise discharge the fiduciary duties of the Council.
- The nominee has adequate education, management experience, industry-related experience and financial expertise needed to fulfill the mission of the Board.
- Not been disbarred from participating or acting in any non-for-profit, charitable or other organization or been determined to be guilty of any unethical, illegal or felonious activity.

After the Board review and determination that the nominee meets the required criteria, the Board shall invite nominees to attend the next scheduled Board meeting. Nominees must present themselves in person to the Board for this formal interview. Based on the submitted information, the Board's review, and the interview, the Board will make a selection decision by secret ballot voting. The final results of the vote shall be recorded in the Board meeting minutes. The nominee shall be informed in writing of the Board's decision within 10 working days. If the nominee is not selected there shall be no explanation, in any form of communication, as to a reason for not selecting the nominee.

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CONFLICT OF INTEREST DISCLOSURE STATEMENT

I, _____, recognize that as [a member of the Board of Directors] [a member of the Board of Trustees] [an officer] [a senior staff employee] [an agent] of the Council, I owe duties of care and loyalty to the Council. One aspect of fulfilling those duties is to avoid conflicts of interest with respect to the interests of persons, products, or entities that are the subjects of the particular Council activities or proceedings in which the Covered Person is involved. To help avoid conflicts, on this form I am disclosing situations or areas in which it might even appear that I have conflicting duties to other persons, products, or entities. I invite further review by the Council of any aspects of these situations or areas that be considered appropriate. In addition, I will take other steps, such as avoiding deliberation and resolution of certain issues or even withdrawing from my position in the Council, if it is determined that those steps are necessary to protect against legal liability to the Council or to me arising from conflicts of interest.

Please complete all of the following that apply and attach additional pages if necessary.

- 1. Professional, business, or volunteer positions or responsibilities that might give rise to conflicts:

- 2. Situations in which I am serving as a vendor or customer, or am employed by or consulting with a vendor or customer, to the Council or its members:

- 3. I know of no professional, business, or volunteer position or responsibility, including vendor/customer situations that might give rise to conflicts (check here): _____

Signature

Date