

## **COMMUNICATIONS SUB-COMMITTEE CHARTER**

### **Mission Statement**

The Communications Sub-Committee (the "Sub-Committee") of the Fort Worth Better Buildings Challenge (the "FWBBC") is appointed by the FWBBC Advisory Committee (the "Committee") as a permanent committee to assist it in monitoring, advising, facilitating, and overseeing communications between the FWBBC network.

### **Organization and Membership**

The Committee will be comprised of not less than three or more than five members with one member from each FWBBC Ally category (Utility, Technical, Connector). The Committee Chair will select the chair of the Sub-Committee (the "Chair"), and the Chair shall select the committee members with the input and approval of the Committee leadership. Term for this sub-committee will be one year with no term limit.

### **Meetings**

The Sub-Committee shall meet at least once a quarter. Sub-Committee meetings may be held at such other times as the Members or the Chair may deem necessary or appropriate.

Sub-Committee meetings may be held in person or, at the option of the Chair, by conference telephone call.

### **Responsibilities and Duties**

The Sub-Committee shall be responsible for those items listed below as well as any items that fall under the charter and the Committee deems necessary.

- Plan Regular Events for FWBBC Partners & Allies
- Encourage Networking and dialogue Between Partners
- Assist with the FWBBC Newsletter
- Assist with FWBBC Social Networking Efforts