

M-SARA Proposed Modifications to SARA Policy Process¹

Section 8. Proposed Modifications to SARA Policy

8.1 Drafting of Proposed Modifications to SARA Policy

- a. The Regional Steering Committee (RSC) shall maintain the Greenlight Working Group whose charge is to draft proposed policy modifications for SARA policy to put forward through the NC-SARA Policy Modification Process.
- b. Upon the conclusion of the Fall NC-SARA Board Meeting, M-SARA staff shall solicit the RSC and State Portal Entities for potential policy modifications to SARA policy. The M-SARA staff will collect and organize potential policy modifications to present to the Greenlight Working Group.
- c. Upon the NC-SARA general call for proposed policy modifications on, or around, January 3rd of each year, the M-SARA RSC Greenlight Working Group shall finalize any proposed policy modifications approved by the RSC to be submitted through the NC-SARA Policy Modification Process. The RSC Chair and M-SARA staff are responsible for submitting the proposals on, or around, February 3rd of each year.

8.2 Review of Proposed Modifications to SARA Policy

- a. On or around February 15th, the Regional Compact staff and RSC leadership shall meet in an inter-regional meeting to identify potential alignment of similar proposals submitted to the NC-SARA Policy Modification Process. This is to avoid duplication of proposals as much as possible.
- b. On or around March 1st, the RSC shall appoint a member of the RSC to present any MHEC RSC policy modification proposals at the public forum hosted by NC-SARA.
- c. On or around March 28th, the RSC must vote to withdraw or amend any of the MHEC RSC policy modification proposals.
- d. The RSC Chair will submit any request to amend or withdraw a MHEC RSC policy modification proposal approved by the RSC on, or around, April 5th of each year.
- e. On or around June 7th, the RSC shall appoint a member of the RSC to present any MHEC RSC policy modification proposal at the public forum hosted by NC-SARA.
- f. On or around June 28th, the RSC must vote to withdraw or amend any of the MHEC RSC policy modification proposals.

¹ Excerpted from the M-SARA Regional Steering Committee's Guidelines and Procedures Manual.

- g. The RSC Chair will submit any request to amend or withdraw a MHEC RSC policy modification proposal approved by the RSC on, or around, July 5th of each year. Upon the July 5th public deadline for amending or withdrawing proposals, M-SARA staff will review and collect the proposed policy modifications submitted and prepare them for the RSC.
- h. A formal and group review of the proposed policy modifications will be conducted at the July RSC Meeting. Those proposals voted by M-SARA to move forward shall be decided upon by the deadline on, or around, September 1st of each year.
- i. If the committee requires an additional meeting to vote on the policy modification proposals, the M-SARA staff shall organize an RSC meeting prior to the September 1st deadline.

8.3 Voting on Proposed Policy Modifications to Move Forward to the Board

- a. The RSC will vote on each policy modification proposal using the voting rules outlined in 2.2 d-e.

2.2 d-e:

- d. A two-thirds positive vote of the eligible RSC members present is needed to recommend the state for approval, with a quorum of 50% of all steering committee members +1 must be present for all votes concerning state membership. Members of the RSC who are from the state under review (both at-large and state reps) will abstain from voting.
- e. Voting members of the RSC may appoint a proxy to attend a meeting and vote in their stead if they complete a formal appointment of proxy form and provide the form to regional compact staff prior to the meeting and vote in question.