**Go Solar Florida**

**Industry Advisory Council Operational Procedures**

In order to ensure that the Go Solar Florida Industry Advisory Council (IAC) operates efficiently and effectively, the following operating procedures are adopted:

1. Purpose

The purpose of the Go Solar Florida Industry Advisory Council is to provide feedback to the Go Solar Florida partners as they develop the simplified permitting process and related efforts. The goal of the Go Solar Florida program is to provide a value added tool that is relevant to the needs of the industry.

1. Appointment

The members of the IAC will be appointed by the Florida Solar Energy Center (FSEC), with confirmation by Go Solar Florida Project Manager. IAC members shall be representative of the solar energy industry and may include building officials and representatives from utility companies, the financial industry, and other interested parties. The Go Solar Florida Project Manager will be a member of the committee.

1. Officers

Officers shall consist of a Chairman and Vice Chairman, who shall be elected or affirmed by the members of the IAC. The Chairman will preside over all meetings of the IAC. The Vice Chairman will act in the absence of the Chairman. FSEC will serve as the coordinator of the IAC.

1. Subcommittees

At the call of the Chairman, standing and ad hoc committees may be designated. Appointment to committees shall be confirmed by the Chairman. Committee appointments may include those who are not members of the IAC.

1. Meetings

The IAC will meet on a monthly basis as needed. Additional meetings may be convened at the request of the Chair or upon request of at members of the IAC. Meetings may be held in person or via telephone. Recording of the meeting minutes is the responsibility of the staff of FSEC. Agendas of meetings will be distributed in advance of the meeting. Meeting minutes will be distributed to the members on a timely basis following the meeting. The meetings of the IAC are open to the public. Meeting protocol will follow Roberts Rules of Order.

1. Compensation

Members of the IAC shall not be compensated for their services on the Committee and will be responsible for their own travel expenses with regard to IAC business unless otherwise authorized by FSEC.