

**CHARTER  
OF THE ENERGY COMMITTEE  
OF THE ASSOCIATION OF CORPORATE COUNSEL**

**Mission**

The primary purpose of the Energy Committee (the "Committee") shall be to (1) promote the objectives of the Association of Corporate Counsel ("ACC") within the field of energy law, (2) provide a forum for exchange of information and ideas relating to energy law among in-house attorneys, (3) serve as an educational resource to in-house energy attorneys, and (4) combine the experience and expertise of its members to benefit the energy legal community.

**Affiliation**

The Energy Committee is affiliated with the ACC and will adhere to all policies and regulations by the Council of Committees and the ACC Board of Directors.

**Membership**

Any member of ACC in good standing may become a member of the Committee.

**Committee Leadership**

**A. Leadership Roles**

1. **Chair**. The Chair is responsible for the overall direction, motivation and administration of Energy Committee activities. The Chair, working with other Committee Leaders, provides strategic direction for the Committee ensuring alignment of activities and resources with the needs and interests of the Committee members. The Chair also has overall responsibility for adhering to ACC's Committee Activity Guidelines, and for acting as liaison with ACC's national office. The Chair is a member of ACC's Council on Committees.
2. **Vice Chair**. The Vice Chair acts in the Chair's absence, including running monthly meetings, when necessary. The Vice Chair assists the Chair in administering Energy Committee activities and serving as a liaison with ACC staff. The Vice Chair is a member of ACC's Council on Committees.
3. **Secretary**. The Secretary is responsible for maintaining meeting minutes and other Committee records. The Secretary works with the Chair and Vice Chair

to ensure timely dissemination (including web site posting) of meeting agendas and minutes.

4. **Program Chair or Co-Chairs.** One or more Program Chairs are responsible for organizing and coordinating the production of Committee-sponsored programming, such as Legal Quick Hits on monthly committee calls, Annual Meeting programs, and web casts. Program Chairs work with the Committee members, sponsors, and ACC staff to select topics, recruit presenters and moderators, and develop promotional communications.
5. **Information Resources Chair or Co-Chairs.** One or more Information Resources Chairs are responsible for organizing and coordinating the production of practice resources for the Committee, such as information for the Energy Committee website, *ACC Docket* articles, InfoPAKs, Green House Counsel, Top Tens, Sample Forms & Policies, etc. Information Resources Chairs recruit and work with other Committee members and sponsors to develop these resources.

**B. Other Leadership Roles and Duties.** The Chair, with the concurrence of the majority of the Committee Leaders, may create such other roles and assign specific duties as needed.

**C. Terms & Concurrent Roles.** The term for all leadership roles is one year. Committee members may serve multiple terms in any role and in more than one leadership role at a time, except that a Committee member may not serve as both the Chair and Vice Chair during the same term.

**D. Removal & Vacancies.** At any time but only for cause, any Committee Leader may be removed by a two-thirds vote of all the Committee Leaders, with any tie being decided by the Chair; provided, however, with respect to a vote to remove the Chair, the Executive Leadership of the ACC Council of Committees will break any tie vote. In the event of a mid-term vacancy in any Leadership role, the Chair shall consult with the other Committee Leaders and may appoint a Committee member to fill the vacancy for the remainder of the term. Should the role of Chair become vacant, then the Vice Chair shall succeed to the role of Chair.

### **Goals & Activities**

The Committee leaders will develop a strategic plan to set specific goals and outline Committee activities, including programming and resource development. Generally, the goals of the Committee, which support its mission, are to provide:

1. Information and tools that assist in-house energy attorneys in the performance of their responsibilities for their companies.
2. Educational opportunities to in-house energy attorneys to assist them in keeping current on energy industry developments, including changing laws and regulations, significant court decisions, and changing industry conditions.
3. A forum for in-house energy attorneys to exchange ideas and information about the industry.

4. Opportunities to contribute to the Committee and its activities, enriching both their own membership experience in ACC as well as those of other Committee members.

### **Amendments**

All amendments to this Charter must be approved by the Services Committee of the ACC Board of Directors prior to implementation.