



NCA Standing Committees 2024

Revised: March 19, 2024

Committee	Staff Liaison	Directors	Volunteers	Purpose
<p><u>EXECUTIVE & STRATEGIC PLANNING</u></p>	<p>Karin Sheldrick</p>	<p>Kevan Peters (President) Michael Mirynech (Past President) Melanie Patterson (President-Elect) Darryl Teutenberg (Treasurer) Steven Frechette (Secretary)</p>		
<p><u>FINANCE & PROPERTY LEASE</u></p>	<p>Karin Sheldrick</p>	<p>Darryl Teutenberg (Chair) Arie Schipper Tara Christensen Chris DeValkenaere Michael Mirynech</p>	<p>Jack McKiernan</p>	<p>The purpose of the Finance Committee is to review the financial position of the Association and make recommendations to the Board concerning the finances of the Association, including the management of capital funds and investments, property leases and the preparation of the annual budget and annual audit.</p>

<p><u>PROGRAM & SERVICES</u></p>	<p>Karin Sheldrick</p>	<p>Steven Frechette (Chair)</p> <p>Tyler Green (EPR Sub-Committee Chair)</p> <p>Kevan Peters (Young Leaders Sub-Committee Chair)</p> <p>Tara Christensen (WIC Sub-Committee Chair)</p> <p>Arie Schipper (Special Events Chair)</p>	<p>N/A</p>	<p>The purpose of the Programs and Services Committee is to arrange and conduct the various programs, services and special events of the Association and shall report on the receipts and disbursements of each function at the first meeting of the Board following the date of the function or, in any event, as soon as reasonably practicable.</p> <p>To work within the budget approved by the Board of Directors.</p> <p>Programs & Services include, but are not limited to: The Electronic Plans Room (EPR), Young Leaders, Women in Construction</p> <p>Special Events include, but are not limited to: Annual Golf Tournament, Directors Dinner, Annual Ski Trip</p>
<p><u>EPR Sub-Committee UNDER PROGRAM & SERVICES</u></p>	<p>Karin Sheldrick</p>	<p>Tyler Green (Sub-Committee Chair)</p> <p>Michael Mirynech</p>	<p>N/A</p>	<p>The purpose of the EPR is to maintain, update, improve and promote the EPR offering to the membership.</p> <p>To investigate and recommend EPR related technology updates</p> <p>To liaise with the Associations EPR provider</p> <p>To develop and maintain a policy statement for member and non-member use of the EPR</p> <p>To investigate and develop a protocol for the EPR process and ensure that it is followed</p> <p>To develop and maintain a terms and conditions (including a disclaimer and errors & omissions statement) document and ensure a signed copy is on file for all EPR users</p>

<p><u>Young Leaders</u> <u>Sub-Committee</u> <u>UNDER PROGRAM</u> <u>& SERVICES</u></p>	<p>Karin Sheldrick</p>	<p>Kevan Peters (Sub-Committee Chair)</p>	<p>Member Volunteers: Kevan Peters, Halucha Cost Consulting Inc. (CHAIR) Chris Russell, Cotton Inc. Greg Bartman, Meridian Credit Union Edjim Preche, DF Brown Roofing Noah Sebeslav, Walker Construction Limited Trevor Butler, Niacon Justine Tadena, Salit Steel</p>	<p>The purpose of the Young Leaders is to provide young members with resources and support to progress through the Niagara Construction Associations volunteer organizational structure. To provide a mentoring program matching existing long-standing members with younger, newer members To provide support and resources for education, networking and event planning To provide a road map and training for young leaders to progress to committee and board level within the Association To promote the construction vocation to members who are under 40 years of age To recognize a young member for the Business Link Top 40 Under 40 Award The committee is also responsible for assisting with the organizing the annual Christmas Food Drive & Luncheon</p>
<p><u>Women in</u> <u>Construction</u> <u>Sub-Committee</u> <u>UNDER PROGRAM</u> <u>& SERVICES</u></p>	<p>Karin Sheldrick</p>	<p>Tara Christensen (Sub-Committee Chair) Melanie Patterson</p>	<p>Member Volunteers: Carol Danis, Pec Roof Maintenance Sherry Smith Donna Venditti, Mountainview Uli Wiens Kelly Gonzalez, Cotton Inc. Jamie West, Peninsula Construction Inc.</p>	<p>The purpose of Women in Construction is to promote the construction industry through networking, mentorship, support, and education. To provide networking opportunities for women in the industry and those considering it To work with Niagara College and other educational/employment entities to promote Construction to women To bring forward promotional activities, ideas, issues and topics that relate to women in construction for discussion and consideration</p>

<p><u>Special Events</u> <u>Sub-Committee</u> <u>UNDER PROGRAM</u> <u>& SERVICES</u></p>	<p>Karin Sheldrick</p>	<p>Arie Schipper (Sub-Committee Chair) Chris DeValkenaere</p>	<p>Member Volunteers: Ashley Coley (DF Brown Roofing)</p>	<p>To plan, organize and execute a successful annual golf tournament, & directors' dinner.</p>
<p><u>PERSONNEL,</u> <u>PROPERTY &</u> <u>MAINTENANCE</u> <u>(PPM)</u></p>	<p>Karin Sheldrick</p>	<p>Dan O'Hara (Chair) Darryl Teutenberg Michael Mirynech Evan Williamson Arie Schipper</p>	<p>N/A</p>	<p>The purpose of the Management, Property and Personnel Administration Committee is charged with the management and upkeep of the premises of the Association and, at appropriate periodic intervals, shall review and recommend to the Executive Committee and/or the board, the adoption of suitable policies for use of the Association in relations to its employees, including duties, responsibilities, remuneration, holidays and other benefits or perquisites.</p>
<p><u>PPM BUILDING</u> <u>Sub-Committee</u></p>	<p>Karin Sheldrick</p>	<p>Arie Schipper (Sub-Committee Chair) Michael Mirynech Tyler Green Darryl Teutenberg Tara Christensen</p>	<p>Jack McKiernan</p>	

<p><u>MEMBERSHIP BY LAW & NOMINATIONS</u></p>	<p>Karin Sheldrick</p>	<p>Membership Committee: Michael Mirynech (Chair) Tara Christensen Chris DeValkenaere</p> <p>By Law Committee: Tom Wall (Legal)</p> <p>Nominations Committee: Kevin Brown (Chair) Tyler Green Arie Schipper</p>	<p>Member Volunteers: Ashley Coley (DF Brown Roofing)</p>	<p>The purpose of the Membership, Nominating and By-Laws and Constitution Committee is to:</p> <p>Actively engage in the promotion of membership in the Association and its primary purpose shall be to broaden the base of the membership mix and conduct an ongoing campaign to recruit new members.</p> <p>Present a slate of candidates for positions on the Board of Directors and its' committees.</p> <p>Review, on a periodic basis, the official documents and by-laws of the Association and report to the Board of Directors any amendments or alternations for consideration.</p>
<p><u>PUBLIC RELATIONS</u></p>	<p>Karin Sheldrick</p>	<p>Kevan Peters (Chair) Michael Mirynech Dan Toppazzini</p> <p>Kelly Frechette (COCA)</p>	<p>N/A</p>	<p>The purpose of the Public Relations Committee is to:</p> <p>Promote the Niagara Construction Association to its members and to appropriate organizations and businesses within the Niagara Region. The committee will focus on presenting a positive presence of the NCA and its members to the public.</p> <p>Advise the Board of Directors or Executive Committee on policies defining the relations of the Association and its members (and staff) to the various levels of government and to the social community of which the Association is a part of.</p> <p>Liaise with educational and other organizations whose aims promote the construction industry. The committee shall</p>

				also review and disseminate information on legislative changes impacting on the industry, the Association and its members.
<u>STANDARDS, SAFETY & EDUCATION</u>	Karin Sheldrick	Melanie Patterson (Chair)	Member Volunteers: Jack McKiernan Jon Downing, Rankin Construction Inc. Graham Scott, Rankin Construction Inc. Kelly Gonzalez, Cotton Inc. Zack Schipper, Merit Contractors Niagara Jaclyn Nickel, Peninsula Construction Inc. Michael Langlois, Langlois Safety Training and Consulting Services	<p>The purpose of the Standards & Safety Committee is to: Represent the Association and liaise with the Infrastructure Health & Safety Association (IHSA) and any other organization or groups of persons concerned with safety within the industry (e.g. Labour Board) and shall periodically report to the Board or the Executive Committee on matters or developments of general interest.</p> <p>Periodically review and report to the Board or the Executive Committee on standard practices and standard form documentation used by or being proposed for use in the industry and it shall recommend to the Board proposed changes and amendments to practices and standard form documents.</p>