Technical Committee SOP

The Technical Committee is to be appointed by the KWWOA State Chairman for the following purposes:

1. Advise the Board on the selection of all technical equipment and software to be utilized by KWWOA. Provide exact specifications to allow for the purchase of the particular equipment under consideration. Test and/or set up such for use as necessary.

2. Assist in management of the KWWOA website. This includes documenting potential website changes, attending meetings on such, and the timely review, testing and documentation of program changes prior their upload to the site. All information will be provided to the Member Services Group for consolidation prior to submittal to the web company programmer(s).

3. Assist with the identification, purchase and implementation of technical applications to facilitate a successful Conference.