

# Florida Local Government Information Systems Association

## Non-Employee Member Policy

In recognition of the increasing trend in Florida's local government agencies that are reliant on contractors or consultants to support their Information Technology (IT) operation, the Florida Local Government Information Systems Association (FLGISA) wants to encourage these agencies to actively participate in FLGISA. Contractors and consultants will be referenced as Non-Employees in the policy below, since they are not on the payroll as a traditional employee. These Non-Employees serving in major leadership and technology support roles can learn valuable information from conferences, from networking with other members or through access to the FLGISA messaging forums to benefit the Member agency.

Therefore, it is the policy of the FLGISA to provide participation privileges to Non-Employees whose primary role is the support of a Member agency. A Non-Employee is defined as a person who works in partnership with a Member agency solely for the support of the entity's IT operation.

Non-Employees supporting FLGISA Agency Members may participate in FLGISA events under the following conditions:

- If an agency is supported by a Non-Employee who is not currently an FLGISA member, that agency will be required to join as an Agency Member.
- The Agency's Official Representative must be an employee on the agency's payroll and preferably the highest ranking employee with IT involvement. Non-Employees may not serve as the Agency's Official Representative.
- The Agency's Official Representative must sponsor the Non-Employee, and officially request participation rights for the individual. The FLGISA Board of Directors will evaluate each request and approval shall be confirmed with a simple majority vote.
- If a Non-Employee supports multiple agencies, each agency is required to join as an Agency Member, and have an agency employee assigned as the Agency Official Representative.
- Once participation privileges are extended to the Non-Employee, they are allowed to attend conferences, events, events sponsored by any of the districts, and be granted access to the FLGISA message board. They are also expected to comply with the FLGISA's By-Laws and Code of Ethics.
- Non-Employees participating in FLGISA activities may not vote or run for any office of the FLGISA.

## **Florida Local Government Information Systems Association Non-Employee Member Policy**

- A Non-Employee member may not participate as a vendor or as a sponsor at FLGISA events. If they are employed by an organization, the organization with whom they are employed by may be a vendor or sponsor, but must not utilize the Non-Employee member in a support role while at an event. The Non-Employee may only participate and identify them self as representing the Member Agency.
- Should the FLGISA membership or the Board feel that a Non-Employee is soliciting or trying to market themselves in front of the Membership, the Board can elect to terminate his/her participation privileges with a simple majority vote per Section 5 in the By-Laws.

**Approved by the FLGISA Board of Directors on July 25, 2016.**