MEMBERSHIP SERVICES—
RETENTION COMMITTEE

OVERSIGHT
MEMBERSHIP COUNCIL

COMPOSITION
The Retention Committee shall be composed of the Secretary, the ADHA 3-Year Delegate, the Trustee at Large, and the Immediate Past President. The Secretary and the ADHA 3-Year Delegate will serve as Co-Chairs of this committee and may appoint additional members at any time.

DUTIES:
1. Respond to member requests for information regarding licensure/reciprocity in Indiana.
2. Maintain and support existing IDHA membership.
   a. Survey existing members to determine membership needs.
   b. Thank and acknowledge members of 5, 10, 15, etc. years.
   c. Contact non-renewed members and encourage renewal by highlighting membership benefits.
3. Highlight members and accomplishments i.e. Member Spotlights on social media/etc. (Past Presidents, Lifetime Members, Public Health DHs, etc).
4. Coordinate all member communications with Central Office.
5. Request lists of members (such as the alpha-roster of all members) from Central Office as needed.
6. Follow the policy outlined under “Contacting non-renewed members” of this manual.
7. Follow the policy outlined under “Contacting non-renewed GRAD students” of this manual.