



## A Guide: Simple Steps and Best Practices for Forming an AGC Chapter Specialty Contractors Council



## Introduction

- AGC of America is home to 12,000-14,000 specialty contractor firms at any time—making it one of the largest organizations (if not the largest) representing their interests.
- The AGC of America Specialty Contractors Council (SCC) is the voice of specialty contractors within AGC of America.
  - The SCC strongly recommends that each of AGC's 95 chapters maintain a Chapter SCC and appoint at least one chapter member to the AGC of America SCC.
    - Each AGC Chapter automatically eligible to appoint one member.
    - In addition, each chapter is able to appoint additional members for every 100 specialty contractor member firms.



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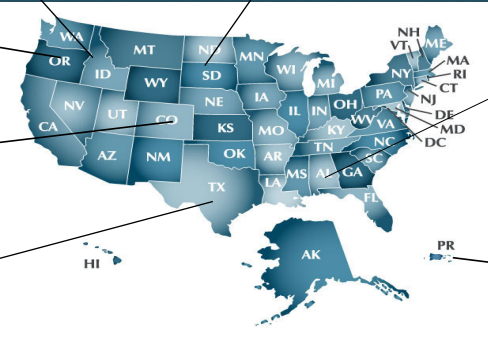
## SCC Executive Committee Membership

**Elaine J. Martin\***  
Meridian, ID

**Douglas G. Isaacs**  
**Daniel W. O'Brien\***  
Portland, OR

**David K. Morrill**  
Aurora, CO

**Jim Slack, Jr.**  
Houston, TX  
**Chair**




**Kari J. Karst**  
Dell Rapids, SD


**Rick Pate**  
Montgomery, AL

**Jorge J. Fuentes**  
San Juan, PR

\* AGC of America SCC Past Chair - Observer




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## AGC of America SCC Membership

- 45% of AGC chapters have members on the SCC
- 31% of chapters have all their seats filled
- 35% of seats available to AGC chapters are filled





## Guide Purpose

The purpose of this brief guide is to help and encourage AGC chapters and specialty contractor members looking to create a local SCC.

For those chapters with an existing council, this guide may help improve the effectiveness of their operation.



## Chapter Benefits of Forming an SCC

- Improve legislative clout and political strength.
- Increase membership by providing additional resources for specialty and general contractors.
- Enhance financial strength due to membership growth.
- Increase participation in chapter activities.
- Allocate dues deductions for state legislative PACs, per state law.
- Increase recruitment of new members.





## Member Benefits of Forming an SCC

- Improve the environment for specialty contractors within the construction community.
- Establish dialog and communication with general contractors to discuss business issues.
- Enhance the voice of specialty contractors within the association and industry.
- Participate in and conduct educational events to further the professional development and advancement of the specialty contractor.



## Steps to Form a Chapter SCC

1. Find members
2. Create mission
3. Get buy-in
4. Identify staff and resources needed
5. Find a champion
6. Create a business plan
7. Implement the business plan







## Find Members

- Find key specialty contractor members to form the nucleus of the chapter council.
- Charge these members with the responsibility of leading specialty contractor-related issues and formation of the chapter council.



## Create Mission

- Draft the council mission statement.
- Start with a simple statement of purpose such as:
  - “Represent, inform, and educate specialty contractors of [the AGC chapter name] in order to better the construction industry in the local market.”





## Get Buy-In

- The chapter needs the commitment of the chapter Board of Directors.
- Make sure chapter leaders support and are committed to the formation of the council.
  - Consider placing the SCC Chair on the chapter Board of Directors to liaison and enhance communication.



## Identify Staff/Resources

- Define a chapter staff liaison and chapter resources needed to support the council.
- Resources needed may include:
  - Budget
  - Meeting facilities
  - Newsletter/communications
  - Administrative support





## Find a Champion

- Find a general contractor champion in the chapter or a specialty contractor champion through the general contractor member.
- Support the efforts of the champion.



## Create a Business Plan

- **The plan should define how the council will address:**
  - Representation on the council
  - Educational opportunities and events
  - Communication with the council members, chapter members and the Board of Directors
  - Topics or subjects it desires to influence
  - How the local council will relate to the AGC of America SCC





## Implement the Business Plan

- Create milestones
- Assign persons responsible for activities
- Set deadlines for completion
- Update the business plan on a regular basis



## Some AGC Chapters with Active SCCs

- Alabama AGC
- AGC of Alaska
- Arkansas Chapter, AGC
- Carolinas AGC
- AGC of Colorado, Building Chapter
- Colorado Contractors Association
- General Contractors Association of Hawaii
- Idaho AGC
- Builders Association
- AGC of Iowa
- Master Builders of Iowa
- AGC of Kansas
- AGC of St. Louis
- AGC of Michigan
- Montana Contractors' Association
- AGC of North Dakota
- Oregon-Columbia Chapter-AGC
- Master Builders Association of Western Pennsylvania
- Philadelphia Builders Chapter
- Puerto Rico Chapter-AGC
- AGC of South Dakota, Building Chapter
- AGC Houston Chapter
- Contractors Association of West Virginia





## AGC Resources

- **AGC of America's SCC**
  - The AGC of America SCC is a long-standing forum in which specialty contractors can meet to work on projects, policies, and industry matters.
  - The SCC ensures the voice of the specialty contractor is represented and heard within AGC.
  - Specialty contractors have a representative with full voting privileges on AGC's Executive Board. The past SCC chair now eligible to serve as an AGC Officer as Treasurer.
- **AGC of America SCC Staff:**
  - Mike Stark, Senior Director, Building Division.
    - Email: starkm@agc.org. Phone: (703) 837-5365.



## AGC Resources

- **Specialty News**
  - This electronic publication updates AGC specialty members on SCC activities and meetings, important industry issues that affect daily business and the industry overall.
- **The AGC Website**
  - SCC resources can be found at [www.agc.org/SCC](http://www.agc.org/SCC).
- **The SCC sponsors educational programs**
  - These programs are held throughout the year and during the AGC Annual Convention that takes place in March of each year.



## AGC of America SCC Activities & Topics

- The SCC Executive Committee meets three times a year during the AGC Convention and in conjunction with the AGC Building Contractors Conference.
- The AGC SCC meets annually during the AGC Annual Convention and via conference calls throughout the year.
  - Some issues and topics on the SCC agenda include:
    - Additional Insured Endorsements
    - Contract documents
    - Immigration
    - Prompt pay
    - Specialty contractor activism
    - Retention
    - Risk allocation
    - Workforce



*A Guide: Simple Steps and Best Practices for Forming an AGC Chapter Specialty Contractors Council is available online.*

Visit [www.agc.org/SCC](http://www.agc.org/SCC) for more information and more resources available regarding AGC Chapter SCCs.

