

NGAUS RESOLUTIONS

Guidelines and Procedures



January 2026

MISSION

The resolutions process provides NGAUS membership with an effective and efficient system for developing legislative priorities and positions on manpower, force structure and optimization, roles and missions, equipment, and other issues consistent with the purposes and objectives of NGAUS.

Introduction

The guidelines and procedures in this document provide guidance on the NGAUS Resolutions process and the expectations and responsibilities of various participants.

Overview – Resolutions

In accordance with the NGAUS By-Laws:

Resolutions shall be a statement of policy of the Association with regard to legislative objectives and positions on manpower, force structure, roles and missions, equipment, and other issues consistent with the purposes and objectives of the Association as set forth in Article I. Resolutions adopted by a General Conference are effective for three years but may be extended for one-year increments. All extensions must be considered individually (Section 8.04).

Members in good standing with their State Association are encouraged to draft resolutions for consideration during their annual state conference. Resolutions are then formally submitted to NGAUS for review and consideration during the national conference.

Resolutions are reviewed by NGAUS (President, Board of Directors, Resolutions Chairs, Task Forces, and Government Affairs Staff) and the National Guard Bureau (Office of Legislative Liaison and functional area managers). Upon adoption at the annual General Conference, resolutions become the association's legislative objectives and initiatives on Capitol Hill.

****Specific reference to a product or a company may be considered following the adoption of a capability as a Department of Defense (DoD) program of record.**

Resolutions are categorized as Joint, Army National Guard, and Air National Guard (Joint, ANG, and ARNG). All resolutions are assigned to a Task Force by NGAUS Government Affairs Staff in consultation with NGAUS Task Force Chairs.

Joint resolutions aim to address issues affecting both services, including cyber, domestic operations, personnel, medical, and homeland defense. Joint resolutions relate to missions or equipment under the purview of the Air or Army National Guard.

Types of Resolutions

There are three types of resolutions, including:

- **Standing:** Previously Adopted Resolution; valid for 3 years
- **Draft:** Recommended add, change, deletion, or sustain to new or standing resolution
- **Emergency Resolutions:** Resolutions submitted following the 1 JULY deadline and prior to 31 JULY

Draft Resolutions: Draft resolutions propose changes to an existing or new resolution.

Types of Draft Resolutions include:

- **Add:** Proposes a new resolution
- **Change:** Modifies language of a standing resolution
- **Delete:** Proposes deletion of a standing resolution
- **Sustain:** Extends the lifecycle of a standing resolution by one year (following 2027)

Only State Association leadership, including the Executive Director, President, or Resolutions Chair, may submit draft resolutions. All draft resolutions must be submitted using NLT 1 July each year.

Emergency Resolutions: Resolutions submitted to NGAUS after the established deadline of 1 July and before 31 July may be considered as an “emergency” resolution.

The NGAUS Government Affairs Department will determine on a case-by-case basis whether a resolution submitted following the 1 July deadline represents a true emergency that, in view of all circumstances, could not have been reported by the 1 July deadline.

****Resolutions received after the 31 July deadline will not be considered.**

All emergency resolutions will be brought before the Joint Resolutions session during the General Conference and must receive an affirmative vote of 75 percent of those states present before moving forward to the Joint, Army, or Air Resolutions Committee Meetings.

Resolution Sponsorship: Resolutions must have a state sponsor and cosponsor to be brought to the floor for consideration during the Resolutions Committee Meetings. States are responsible for collaborating with State Associations for cosponsors.

State Association Leadership, including President, Executive Director, or Resolutions Chair, must send cosponsor requests to resolutions@ngaus.org.

Resolutions Timeline

January - June: States draft resolutions to add, change, delete, or sustain a standing, or new resolution. Members in good standing with their State Association are encouraged to draft resolutions for consideration during their annual state conference. Resolutions are then formally submitted to NGAUS for review and consideration during the national conference.

July: All draft resolutions are due NLT 1 July each year. The NGAUS Legislative Analyst will consolidate resolutions for review by the NGAUS Board of Directors (BoD) during the summer BoD. NGAUS Government Affairs Staff will distribute all consolidated resolutions to NGAUS Task Forces and NGB for review NLT 15 July each year.

**** All Emergency Resolutions are due NLT 31 July each year.**

August: NGAUS Task Forces and NGB return comments to NGAUS Government Affairs Staff NLT 10 August. The NGAUS Legislative Analyst distributes the final working

resolutions package to TAGs, CACOs, and State Association leadership, including Presidents, Executive Directors, and Resolutions Chairs, NLT 1 August each year.

Resolutions delegates formally consider and adopt resolutions at the NGAUS General Conference during the Joint, Army, and Air Resolutions Committee Meetings.

September-October: In consultation with NGB, State Association leadership, and NGAUS industry partners, Task Force Chairs will provide NGAUS Government Affairs Staff with Task Force priorities NLT 30 September each year. NGAUS Government Affairs staff will begin building a legislative action plan for the upcoming fiscal year. The NGAUS Legislative Analyst will distribute the resolutions booklet prior to distribution at the annual Industry Day.

This is an annual cycle summarized in the following diagram.



Participants in the Resolutions Process

The following participants play a key role in the NGAUS resolutions process:

State Associations: State Associations serve as the focal point for members to raise awareness on issues affecting them in the field. If an issue impacts the total force or requires federal action to change, members are encouraged to work with their State Association to consider a resolution for support at the national level (NGAUS). Evaluation and determination of policy and procedures for resolution submission at the state level is at the discretion of State Association Leadership. This SOP does not attempt to outline their procedures or processes.

Associations will select resolutions delegates and provide their contact information (name, rank, and email) to the NGAUS Government Affairs and Membership staff no later than 30 days prior to the NGAUS General Conference. Resolutions delegates will receive marked badges designating their authorized access to the Resolutions Committee meetings.

NGAUS recommends that resolution delegates be current serving members of the National Guard; however, retirees or civilians may serve as delegates at the discretion of State Association Leadership.

****All resolutions delegates must be current NGAUS members.**

Resolutions Delegates: State resolutions delegates form the NGAUS Resolutions Committee. The Resolutions Committee is responsible for considering, amending, and approving the NGAUS resolutions before consideration by the general audience at the 3rd Business Session during the NGAUS General Conference.

Resolutions delegate responsibilities include:

1. All resolutions delegates are required to attend the annual NGAUS Conference resolutions training session prior to the first resolutions session.
 - a. A supplemental video explaining the process is available on the NGAUS website.
2. Review draft and standing resolutions prior to attending the conference.
 - a. State Association Leadership receives a copy of the Joint, ANG, and ARNG Resolutions packets NLT 4 weeks prior to the General Conference.
3. Provide justification on resolutions submitted/sponsored by your State Association.

Any individual that represents an industry, is a member of the NGAUS Corporate Advisory Panel (CAP), or is involved in a product or policy in support of industry, must excuse themselves from the NGAUS Resolutions Process, including submission and attendance at the Resolutions Committee Meetings.

Resolutions Chairs: NGAUS Resolutions Chairs oversee the resolutions process during the NGAUS General Conference with assistance from the NGAUS Legislative Analyst and Government Affairs Managers.

The NGAUS Chairman of the Board appoints, with concurrence of the NGAUS President, Resolutions Chairs (Joint, Army, and Air). Appointees are notified via letter from the NGAUS President. Resolutions Chairs are appointed for 4-year terms, with the option to renew.

Selections are based on legislative experience, knowledge of the NGAUS resolutions process, and the ability to facilitate the Resolutions Committee Meetings. The Joint Resolutions Chair will preside over the resolutions process, brief the NGAUS Board of Directors (BoD) during the summer BoD on the current resolutions cycle, and present the Resolutions Packet at the final business session of the General Conference.

Resolutions Chairs are responsible for ensuring roll call is taken, a quorum is present (28 states), and proper parliamentary procedures (i.e., Roberts Rules of Order) are followed. All chairs must supervise and direct the parliamentarians, scribes, and sergeant-at-arms; NGAUS Government Affairs Staff and Task Forces as needed.

Chairs are not permitted to provide input on draft resolutions under consideration during the Resolutions Committee meetings.

NGAUS will reimburse the NGAUS General Conference registration fee, airfare, and two nights of lodging for Resolutions Chairs. All reimbursement forms must be sent to hr.finance@nga.us.

NGAUS Government Affairs Staff: The Legislative Analyst and Government Affairs Managers will assign an appropriate sequence for each resolution. The Legislative Analyst will initiate a tracking sheet including Task Force jurisdiction, cosponsors, recommended language, and pass/fail.

The NGAUS Legislative Analyst will distribute the final working resolutions package to TAGs, CACOs, and State Association Leadership: Presidents, Executive Directors, and Resolutions Chairs for review NLT 1 August each year.

During the General Conference, the Legislative Analyst and Government Affairs Managers will work closely NGAUS Resolutions and Task Force Chairs; plan and supervise meeting rooms and setup (items such as podium, audio/visual equipment, appropriate handouts, etc.); provide administrative support; record the actions taken by the delegates during Resolutions Committee Meetings; ensure the sergeant-at-arms and parliamentarian are present at the resolutions meetings; conduct a roll call sign-in; assist with credentials; identify scribes; and ensure proper seating of resolutions delegates and guests.

Following the Resolutions Committee Meetings, the NGAUS Legislative Analyst will update the resolutions packets (Joint, Army, Air) and distribute electronic copies to TAGs, CACOs, and State Association Leadership, including the Executive Director, President, and Resolutions Chairs, for review prior to the 3rd Business Session.

Task Forces: Task Forces provide strategic direction to NGAUS in their designated functional areas. NGAUS Government Affairs Staff will distribute all consolidated resolutions to NGAUS Task Forces for review and input (concur/non-concur) NLT 15

July each year. NGAUS Task Forces are responsible for reviewing all draft resolutions under their designated functional areas.

Task Force Chairs are responsible for attending Resolutions Committee Meetings to provide input as necessary, and hosting an annual Task Force Meeting to discuss issues and priorities in their designated functional areas.

NGAUS will reimburse the NGAUS General Conference registration fees for one NGAUS Task Force Chair or Vice Chair. All reimbursement forms must be sent to hr.finance@ngaus.org.

In consultation with NGB, State Association leadership, and NGAUS industry partners, Task Force Chairs will provide NGAUS Government Affairs Staff with Task Force priorities NLT 30 September each year.

Industry: Industry partners are key participants in the resolution process, and often support State Associations at their yearly conference. At the discretion of State Association Leadership, Resolutions Chairs may be advised to work with the industry partners for background and justification information in support of a resolution.

****Industry is not permitted to attend the Resolutions Committee sessions during the General Conference.**

National Guard Bureau (NGB) Staff: NGAUS Government Affairs Staff will distribute all consolidated resolutions to NGB for review and crucial input (concur/non-concur) NLT 15 July each year.

NGB representatives are invited and encouraged to attend the Resolutions Committee Meetings (Joint, Army, and Air) during the NGAUS General Conference to provide input as necessary.

****Inputs submitted or verbalized by NGB staff represent the official Title 10 perspective. Resolutions delegates are empowered to either accept this input or ignore it as they deem it is in the best interest of the state/members they represent.**

Resolutions Study Team: The NGAUS Chairman may appoint a Resolutions Study Team to review the NGAUS Resolutions Guidelines and Procedures, and recommend improvements as deemed necessary. The Resolutions Study Team may include any individuals the NGAUS president and Chairman of the Board deem appropriate to conduct the study.

Sergeant-at-Arms: The host state will provide sergeants at arms for all resolutions meetings to assist the NGAUS Government Affairs Staff and Resolutions Chairs with proper credentialing and security during the Joint, Army, and Air Resolutions Committee Meetings (minimum of 2 required).

Parliamentarians: The host state is responsible for providing parliamentarians during the Joint, Army, and Air Resolutions Committee Meetings (minimum of 1 required). All parliamentarians are responsible for ensuring NGAUS Resolutions Chair follow Roberts

Rules of Order. Each parliamentarian will be provided with a Roberts Rules Booklet prior to the first business session day.

Key Events in the Resolutions Process

The following events play a key role in the NGAUS resolutions process:

NGAUS General Conference: Resolutions are formally considered by state delegates at the annual NGAUS General Conference. Once reviewed and passed by the Resolutions Committees, the Resolutions Packet will be distributed to the states electronically and presented to the delegates by the Resolutions Chair at the final business session for discussion and vote. When adopted, resolutions become NGAUS legislative objectives.

The following sections outline the details of resolution sessions during the General Conference:

Resolutions Training: The Legislative Analyst will conduct resolutions training on Friday, prior to the first business session. Resolutions delegates are required to attend Resolutions Training prior to the Joint Resolutions Committee Meeting.

**Resolutions training is open to all conference attendees.

Resolutions Committee Meetings: There are three Resolutions Committee Meetings conducted during the NGAUS general conference: Joint, Army, and Air.

The Joint Resolutions Committee session is conducted prior to the first full day of the NGAUS General Conference. During the Joint Resolutions Committee Meeting, both Army and Air Resolutions delegates will receive marked badges designating their authorized access to the Resolutions Committee Meetings. A quorum of 28 states is required for each resolution committee session, with a roll call taken at the beginning of each meeting.

The Army and Air Resolutions Committee sessions are conducted during the first day of the General Conference. To expedite this process, the Army and Air Resolutions Committee Meetings are conducted simultaneously. Once a resolutions delegate is assigned to the Army and Air session, the delegate must remain in the same session for the entirety of the General Conference.

All resolutions are subject to rigorous review and debate before voting. The Resolutions Chair will call for discussion from the committee members. Those who wish to express an opinion will be recognized.

There are several actions which can be taken:

- Withdraw (states wishing to withdraw resolutions must notify the applicable resolutions chair immediately)
- Failed due to lack of cosponsor
- Failed and rejected by a vote in committee
- Adopted for recommendation to the general conference with or without amendment

Resolutions require a majority vote for adoption. All emergency resolutions require a 75% affirmative vote.

If the Resolutions Committee believes that two resolutions should be combined, the sponsoring states will caucus during the session to withdraw and cosponsor the resolution(s) under discussion. The new resolution will be brought to the floor for consideration.

During the final NGAUS business session, resolutions are formally reported by the NGAUS Resolutions Chair to conference attendees for discussion and vote.


General Conference Business Session:

During the final business session, the Joint Resolutions Chair will present the final resolutions report to the General Conference delegates. The report will contain all resolutions (Final Resolutions Packet) recommended for adoption by the committee. The delegates present will vote for approval of the consolidated report. If any state delegation disagrees with the proposed recommendations, they should be prepared to identify the specific resolution and request further discussion or make a motion for change after the motion to adopt the report has been seconded on the floor.

During the presentation of the Final Resolutions Packet, a special resolution will be presented to the state that is hosting the NGAUS General Conference as a gesture of appreciation for their hard work and dedication. The NGAUS Communications Department is responsible for ensuring the host state is notified of the presentation.

Provisions

All provisions made to the NGAUS Resolutions SOP require approval by the NGAUS Vice President of Government Affairs.

A handwritten signature in black ink that reads "Jon Eisberg". The signature is written in a cursive style. To the left of the signature is a large, bold, black "X". A horizontal line is drawn underneath the signature.

Vice President, Government Affairs