

## OVERVIEW: FABRICATION COMMITTEE

### Purpose

The purpose of the MCAA's Fabrication Committee is to foster innovation, promote best practices, and encourage continuous learning within the mechanical construction industry's fabrication sector. By providing a platform for the exchange of ideas and expertise, we aim to optimize fabrication processes, collaborate among members to share best ideas, and contribute to the industry's advancement. Our commitment to collaboration and professional development drives our efforts, as we continually strive for excellence in serving our members and the broader mechanical contracting community.

### Structure & Leadership

The committee is led by the Chair and member involvement is overseen by an MCAA Staff Liaison Sean McGuire.

### Committee Restrictions

The MCAA Fabrication Committee is primarily consisting of previous and future hosts of the MCAA Fabrication Conference. With recent format changes, the committee has extended the membership to potential speakers and subject matter experts.

### Expectations & Responsibilities

Committee members are expected to:

- Assist in the development of the MCAA Fabrication Conference by:
  - Preparing hosts by auditing their facilities and providing recommendations for format and facility improvement.
  - Presenting sessions and case studies at the MCAA Fabrication Conference
  - Sharing insights and reviewing new tools, processes and technology that impact fabrication.

Committee member responsibilities are broadly described below.

- **Promote Innovation:** Keep abreast of emerging trends and technologies in the field of mechanical fabrication, and introduce innovative ideas to the committee that could enhance fabrication processes and practices.
- **Share Best Practices:** Foster a culture of knowledge sharing by presenting successful case studies, techniques, and strategies that have proven effective in your own work or that of others in the industry.
- **Facilitate Training and Education:** Participate in the planning and execution of workshops, seminars, and other educational events. Contribute to the development of training materials and resources for the benefit of the MCAA community.

- **Cultivate Collaboration:** Work collaboratively with other committee members to achieve the group's objectives. This includes actively participating in committee meetings and discussions and providing constructive feedback on proposed initiatives.

## **Terms & Time Commitments**

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*Note: Volunteers on all national committees are technically appointed annually, for a single one-year term. Renewal each year is contingent upon MCAA Executive Committee review and approval. Term durations described below are committee leadership's recommendation to the Executive Committee.*

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- Three (3) year term with a possible second three (3) year term based on recommendation of the Chair and Staff Liaison. Chair has additional term extended while serving in that role.
- There are two primary and one optional in person committee meetings a year.
  - Spring Committee Meeting (Primary) – In person at location of upcoming fabrication conference. This is typically a two day meeting with facility tours, committee meetings and dinner. Travel is covered for this meeting.
  - Convention Meeting (Optional) – In person meeting with committee members present for the MCAA Convention. Purpose is to meet with host company representatives, review format and prepare for upcoming committee meeting. Travel and Convention Registration is not covered for this meeting.
  - MCAA Fabrication Conference Meeting (Primary) – In person meeting at the MCAA Fabrication Conference. Air travel and one night hotel is covered as part of the meeting, but conference registration and the remainder of the hotel is covered only for those presenting, hosting or auditing as future hosts.
  - Virtual Meetings – Periodic virtual meetings to update the committee on fabrication topics. These usually last one hour and occur about twice a year.

## **MCAA Reimbursement Policy:**

1. Unless otherwise stated, MCAA reimburses expenses for committee members only, partners, spouses and other family members are not covered.
2. Private Auto – IRS approved rate plus parking and tolls.
3. Taxis/Uber – cost from home or office to airport, airport to hotel or meeting location and return.
4. Auto Rental – may be used when cost effective.
5. Airfare – Round trip, non-refundable, 21-day advance purchase (if possible) coach airfare including baggage fees. If purchasing upgraded airfare, please document the cost of the coach fare for that trip to provide reimbursement for the coach portion.
6. Lodging – Room rate plus tax for the designated duration of the meeting. The number of nights allowed will be clearly conveyed by the staff liaison. If the meeting is in conjunction with an MCAA event or conference, the rooms may or may not be reimbursable. The staff liaison will communicate what is covered. Travel considerations for extenuating travel circumstances will be considered on a case by case basis.
7. Meals – During trip and travel if not provided by MCAA.
8. Tips – Bellman, skycap, maid, etc.

**Antitrust:**

All MCAA Committees are committed to fostering an open, competitive market, adhering to all anti-trust laws and regulations. As members, we pledge to avoid any actions or discussions that may infringe upon these principles, including but not limited to discussions about price fixing, bid rigging, market allocation, or any other conduct that could potentially restrict competition. Our interactions, both within the committee and externally, will be transparent, fair, and promote healthy competition. We recognize that any breach of these anti-trust policies could result in severe legal and reputational consequences for both the individual, the committee and MCAA as a whole.