



# The College on Problems of Drug Dependence

## CPDD Public Policy Committee Standard Operating Procedure (SOP)

*Last revised 6/30/2020*

**Public Policy Committee Mission:** The overall mission of the Public Policy Committee is to focus on the scientific interface between CPDD and policy makers, local communities, treatment providers, governmental agencies, and other professional organizations. The Public Policy Committee works closely with the Public Policy Officer ~~aims~~ to develop a unified message about policy-related matters and seeks opportunities to maximize the visibility and influence of CPDD in relevant and important community-based initiatives, policy-related discussions and other appropriate forums. The Public Policy Committee keeps the CPDD membership informed about important policy-related issues that pertain to research funding and opportunities for action and helps organize the CPDD Policy Forum at the CPDD Annual Meeting. The Public Policy Committee works in close collaboration with multiple CPDD committees in fulfilling its mission, most importantly the Media Relations and Program Committees. The Public Policy Committee also supports our Advocacy Day activities by helping provide educational materials that are distributed during our visits to congressional offices.

**Committee Members:** Members of the Committee and its Chair are appointed by the President-Elect for a three-year term. Terms begin and end after the Annual Meeting. The Public Policy Officer and Director of Friends of NIDA serve as Ex-Officio members of the Committee and the cohosts of the Policy Forum are Ex-Officio members (if not already a member of the Committee). The CPDD immediate past-president also serves on the Committee.

**Committee Operations:** The Committee has a face-to-face meeting at the Annual CPDD meeting and conducts business through e-mail and conference calls throughout the year. The Committee may convene satellite meetings to address specific topics. The Committee makes an annual report to the full Board at the annual meeting.