

## **IDOF Financial Innovation Lab Emerging Technology Advisory Committee Formation Memo**

- 1) **Activities and Objectives-** The Idaho Department of Finance's (IDOF) Emerging Technology Advisory Committee (ETAC) is a thought leadership body comprised of financial and technology experts that will advise the IDOF on technological innovations in the financial sector. The ETAC will host meetings, participate in IDOF Financial Innovation Lab (FIL) events, draft reports, and develop recommendations for new frameworks and solutions that seek to harness the positive attributes of technological innovations in the financial services space, while minimizing risks and their potential for misuse.
- 2) **Description of Duties-** The duties of the ETAC are solely advisory. The ETAC requires a simple majority vote to conduct work on reports, frameworks, or any other recommendation products. A simple majority vote is also required to adopt ETAC reports and/or recommendations. ETAC reports and/or recommendations shall be developed in consultation with all members of the ETAC and any transmission to the IDOF shall include dissenting or minority views, if any. No determination of fact or policy shall be made by the ETAC on behalf of the IDOF. Determinations of actions to be taken and policy to be expressed with respect to the reports and/or recommendations of the ETAC shall be made solely by the IDOF.
- 3) **Agency and Reporting Structure-** The ETAC shall submit its reports and recommendations to the IDOF. The ETAC will also have a "Sponsor," in the form of the IDOF Securities Bureau Chief (or another IDOF designated Senior Leadership Team member) who will be responsible for ensuring that the advice and recommendations of the ETAC are provided to the IDOF.
- 4) **Operating Costs-** All members of the ETAC will do so in a voluntary manner. ETAC members will not be compensated by the IDOF for their services. There will be no direct costs incurred by the IDOF from the ETAC.
- 5) **Estimated Number and Frequency of Meetings-** The ETAC shall meet at such intervals as are necessary to carry out its functions. It is estimated that meetings of the ETAC will occur bi-monthly.
- 6) **Duration and Termination-** An ETAC term shall last for 2 years from the date of renewal and will automatically renew for another term unless the IDOF decides to terminate the ETAC at that time or an earlier date.
- 7) **Membership and Designation-** Members shall be appointed and removed at the discretion of the IDOF Director in consultation with the IDOF Sponsor. The Sponsor shall designate a member of the ETAC as Chair. The IDOF Sponsor may also designate another ETAC member to serve as a co-Chair or Vice Chair.

ETAC members will serve two-year renewable terms that can be cancelled at any time by the Department or member. New terms will require the approval of the IDOF Director in consultation with the IDOF Sponsor. ETAC Chairs will serve two-year terms and are eligible for four total terms pending the approval of the IDOF Director in consultation with the IDOF Sponsor.

IDOF encourages membership that represents a range of perspectives and interests. The members will be selected to represent viewpoints that are necessary to effectively address the issues to be considered by the ETAC. Though the expertise of the members may vary over time, the IDOF anticipates that the ETAC will have no more than 25 members.

Members, Chairs, co-Chairs, or Vice Chairs may be removed at any time without cause at the discretion of the IDOF Director.

- 8) **Recordkeeping**- ETAC meeting notes and reports will be approved and maintained by the IDOF Sponsor, ETAC Chair, or another designated ETAC member.
- 9) **Filing Date**- This Formation Memo has been filed with the IDOF November 9, 2023.



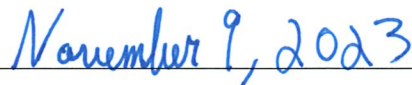
Patricia Perkins  
IDOF Director



Date



John Yaros  
IDOF Securities Bureau Chief



Date