

## **NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS**

### ***Transportation Department***

## **SURFACE TRANSPORTATION TECHNICAL COMMITTEE – ON SAFETY REGIONAL SAFETY ADVISORY COMMITTEE**

### **PRIMARY RESPONSIBILITY OF ADVISORY COMMITTEE**

The purpose of the Regional Safety Advisory Committee (RSAC) is to assist in the development of regional safety policies, programs, procedures, projects, and activities that will help improve traffic safety throughout the region. The Advisory Committee will also provide technical expertise, public outreach support, review of regional safety planning, and assistance in the selection of safety projects funded by the Regional Transportation Council and the Executive Board of the North Central Texas Council of Governments (NCTCOG) on an as-needed basis.

### **NUMBER OF COMMITTEE MEMBERS**

The number of membership organizations represented on the Advisory Committee varies to reflect regional needs. At minimum, the Committee should have five members.

### **MEMBERSHIP**

At least fifty-one percent (51%) of the Advisory Committee membership should be Surface Transportation Technical Committee-affiliated or other public sector agencies. Non-STTC membership organization participation is allowed. Federal agency participation will be Ex officio. The Committee can have up to forty-nine percent (49%) from the private sector. Only confirmed members can vote.

### **LENGTH OF APPOINTMENT**

Representatives from each Member Organization will serve for a term of *one year*.

### **APPOINTING AUTHORITY**

At least fifty-one percent (51%) of the Advisory Committee membership shall be recommended by the RTC, STTC, NCTCOG staff or other public sector agencies. Each public sector agency may select and maintain one representative on the Advisory Committee. Up to forty-nine percent (49%) may be from the private sector with one representative from each private sector agency.

### **TERMS OF OFFICE**

A Chair and Vice Chair are approved by the Advisory Committee. Officer duties shall begin in June; officers are appointed for at least a term of one year.

## **STANDARD MEETING DATE, TIME, LOCATION**

The Advisory Committee meets the fourth Friday of every third month at 10 am in the NCTCOG offices.

## **SPECIAL REQUIREMENTS**

Members should be knowledgeable about traffic and transportation safety topics.

## **ATTENDANCE**

Recorded attendance will be reported to Surface Transportation Technical Committee as a Fast Fact, and to the Regional Transportation Council in the Directors Report. Representatives are encouraged to be sent in place of a Committee member who may be unable to attend. Representatives shall be able to vote on members' behalf.

## **QUORUM**

The Advisory Committee-approved membership in attendance at a meeting shall constitute a quorum for action to be taken. Business of the Committee may be accomplished by a simple majority vote of the members or representatives in attendance.

## **MINUTES**

Minutes of all meetings shall be kept and submitted to the membership of the Advisory Committee for approval.

## **STANDARDS OF CONDUCT**

Please follow the Standards of Conduct (Ethics Policy) included in Regional Transportation Council bylaws.

## **INDIVIDUAL COMMITTEE SPECIFICS**

Add additional Advisory Committee principles here above and beyond the basic guiding principles.

## **MEETING PARTICIPATION**

Advisory Committee meetings are open to the public and provide a forum for participating individuals to provide comments and ask questions. Individuals participating in the meeting that are not members of the Committee are not eligible to vote.