



HUMBOLDT COUNTY ASSOCIATION OF GOVERNMENTS
Regional Transportation Planning Agency
Humboldt County Local Transportation Authority
Service Authority for Freeway Emergencies
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AGENDA ITEM 7a
TAC Meeting
June 1, 2023

DATE: May 24, 2023
TO: Technical Advisory Committee (TAC)
FROM: Beth Burks, Executive Director
SUBJECT: **TAC Quorum and Consideration of Revisions to the TAC Bylaws**

STAFF REPORT

Contents:

- Staff's Recommended Action
- Staff Summary
- TAC Bylaws

Staff's Recommended Action:

1. Introduce the item as an action item;
2. Allow staff to present the item;
3. Receive public comment;
4. Discuss item and consider making the motion:

“I move that the TAC forward a recommendation to the HCAOG Board to approve revisions to the TAC Bylaws.”

Staff Summary:

The TAC Bylaws adopted in 2015 were revised to include Article 4.06 *Termination of Membership*. The purpose of including Article 4.06 was to persuade members, or their alternates, to (regularly) attend TAC meetings. This Article was added to decrease the difficulty in reaching the required quorum for each meeting.

Current section:

4.06 - Termination of Membership

Membership may be terminated for any member who is absent from three regular meetings in a calendar year. Upon the absence of three calendar year meetings, TAC Chair shall notify the appointed agency, in writing, of impending termination. The member will have an opportunity to explain the absences to the TAC who may recommend action to terminate to the HCAOG Board. Such termination shall be effective on the date that concurring action of the HCAOG Board is made in response to written Notice of Termination from the TAC Chair.

Staff is purposing removing Article 4.06 and instead revising Article 5.06 *Quorum* as follows:

5.06 - Quorum

At any meeting properly called and noticed, a quorum shall consist of seven (7) ~~50%~~ or more of the appointed members.

This recommended change is intended to ensure that a quorum of the TAC is reasonable to achieve on a regular basis, but also to remove the punitive and administrative burden of article 4.06. Staff believe the recommended change is an equitable approach, especially considering the disparities in staff resources and travel time between our TAC member organizations that may impact their ability to participate.

Staff will forward the TAC's recommendation to the Board with proposed revisions to the Bylaws.