

RVACT *Rogue Valley Area Commission on Transportation*

155 N. 1st Street • P.O. Box 3275 • Central Point, Oregon 97502 • (541) 664-6674 • FAX (541) 664-7927

RVACT Bylaws

July 2005

Purpose

The Rogue Valley Area Commission on Transportation (RVACT) is an advisory committee to the Oregon Transportation Committee (OTC) representing the Rogue Valley area of Oregon (Jackson and Josephine Counties). RVACT was formed to strengthen the state/local partnership in transportation planning, programming and development.

Authority

ORS 184.610 to 184.666 gives the Oregon Transportation Commission the authority to establish the policies for the operation of the Oregon Department of Transportation and for the administration of programs related to transportation. The Area Commissions on Transportation are advisory bodies chartered under authority of the Oregon Transportation Commission. The OTC retains oversight and final decision-making authority to assure efficient management of the state transportation system. ACTs provide valuable input and recommendations to that process.

An ACT is a voluntary association of government and non-government transportation stakeholders and has no legal regulatory, policy or administrative authority. The ACT process and resulting recommendations shall comply with relevant laws, regulations and policies. As an advisory body to the OTC with authority to make recommendations on policy or administration, ACTs meet the definition of a “Governing Body” and fall under the requirements of the Public Meetings Law, ORS 192.610 to 192.690. An ACT's members shall comply with the requirements of Oregon Government Standards and Practices laws concerning conflict of interest.

Mission

The primary mission of the RVACT is to advise the Oregon Transportation Commission on state and regional policies affecting the Rogue Valley area’s transportation system. In order to effectively accomplish the mission, the RVACT will do the following:

Membership:

Public Sector: Ashland • Butte Falls • Cave Junction • Central Point • Eagle Point • Gold Hill • Grants Pass • Jackson County
Jacksonville • Josephine County • Medford • MPO • ODOT • Phoenix • Rogue River • RVTD • Shady Cove • Talent

Private Sector: Reeve Hennion • Jeff Hunter • Mike Montero • Richard Smith • Craig Stone • David Straus • Diana McKenzie

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- Provide a forum for communication, learning and understanding transportation issues as they affect the Rogue Valley's economic opportunities and livability;
- Provide recommendations to the OTC regarding program funding allocations for the State Transportation Improvement Program (STIP), balancing local, regional, and statewide perspectives;
- Prioritize state transportation infrastructure and capital investments through the STIP that supports transportation plans related to the Rogue Valley area. Funding prioritization for state highway modernization projects will be done in an equitable manner between Jackson and Josephine Counties as outlined in the attached resolution.
- Make recommendations to ODOT regarding special funding opportunities and programs;
- Communicate and coordinate regional priorities with other organizations, including the following:
 - Other ODOT Regions and ACTs
 - Metropolitan Planning Organizations (MPOs)
 - Governor's Economic Revitalization Team (GERT)
 - Regional Partnerships and Regional Investment Boards
 - ODOT Advisory Committees
- Provide documentation to the OTC of the public process and resulting recommendations forwarded by the ACT including alternatives for solutions and outcomes of decisions;
- Provide a report to the Oregon Transportation Commission at least once every two years.

Relationship to Decision Making Bodies and Community Interest

The Rogue Valley Area Commission on Transportation (RVACT) is an advisory body to the OTC that is the policy making body that oversees ODOT activities. RVACT's purpose is to gain consensus and support throughout the Rogue Valley area and make recommendations to the OTC on regional transportation project priorities. The Jackson/Josephine Transportation Committee (JJTC) provides technical support to RVACT; RVACT integrates MPO activities with the rest of the RVACT area. RVACT may assign tasks to JJTC, and JJTC will provide written recommendations for RVACT action.

Organization

Membership will be comprised of up to 26 members, of which at least 50% shall be local elected officials. This requirement is not necessary for establishing a quorum. The committee's membership shall consist of one representative as appointed by the governing body from the following counties and cities: Jackson County, Josephine County, Ashland, Butte Falls, Cave Junction, Central Point, Eagle Point, Gold Hill, Grants Pass, Jacksonville, Medford, Phoenix, Rogue River, Shady Cove and Talent.

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Membership shall also include representation from: the Metropolitan Planning Organization (MPO), the Rogue Valley Transportation District (RVTD), the Oregon Department of Transportation (ODOT) and eight community (private sector) members, four from each county.

Each member jurisdiction will appoint an alternate. The first member, and alternate second, are both authorized to vote on RVACT. If neither is in attendance, then another may vote by written authority from the member jurisdiction.

As community member vacancies occur, proposals for members will be solicited from the governing bodies in the particular county in which the vacancy occurs and forwarded to RVACT. Community members should represent both rural and urban areas in both counties and will be selected by the RVACT. Community members missing 3 consecutive meetings without excusal will automatically be removed from RVACT membership.

In addition, up to four nonvoting alternate community members may be appointed from each county. They shall be designated as 1st through 4th alternate for each county, based on date of appointment, with the most senior alternate being the 1st alternate and so on. In the absence of a voting community member(s) at an RVACT meeting, alternate members from that county may vote in the following manner: If one community member is absent, the 1st alternate would vote; if two are absent, 1st and 2nd alternates would vote, respectively, up to all four alternates voting in the absence of all four community members.

The RVACT may appoint ex officio membership (non-voting) from the following categories:

- Oregon Transportation Commissioners, state legislators, and local congressional aides
- Governor's Economic Revitalization Team (GERT)
- State and federal agencies such as US Forest Service, BLM, Fish and Wildlife, Department of Environmental Quality, Department of Land Conservation and Development, Department of Aviation
- City and county road district or departments
- Regional groups that have an interest in transportation issues such as housing advocates, regional partnerships and regional investment boards, law enforcement agencies, etc.

RVACT meetings will be presided over by a chair. Co-Chairs, one each from Jackson and Josephine counties, will be nominated from and elected by the members. Both Co-Chairs will be nominated from and elected by the members for a two-year term starting January of each (even- Josephine/odd- Jackson) numbered year.

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A quorum for decision-making purposes will be 50% of the membership plus one member. RVACT will strive for complete consensus when making decisions. When consensus cannot be arrived at, decisions will be made by a majority of members in attendance. Any member of the RVACT can call for a decision to be made by a 2/3 majority of the members present.

All action items must be known in advance and jurisdictions will be provided time to have issues brought before their individual councils. Planning commissions and community groups may be involved in the process for some decisions.

Meetings will be held on the second Tuesday of every other month from 9:00 a.m. to 12 noon and rotated, as determined by the RVACT, between locations in Jackson and Josephine Counties. Meeting field trips may be made a part of the regular meeting to allow greater community input on local issues and priorities. Special out-of-cycle RVACT meetings may be called by an RVACT chair with 10 days advance notice. Meetings will be open to the public and minutes and agendas will be distributed in advance. RVCOG and ODOT will staff the meetings. The public will be invited to participate in the process and there will be a standing agenda item for public input with a five-minute limit per person. All meetings will be advertised in advance.

The bylaws may be amended as necessary, after giving not less than 30 days notice to all members of RVACT, by a 2/3 majority vote of all RVACT members.

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