

## Ground rules for the Strategic Transportation Issues Committee (STIC) and role of officers

*Following is the language in MAASTO's Bylaws that discusses the MAASTO-created committees:*

### **SECTION II**

#### **Committees**

The following committees have been established by the Board of Directors.

1. A Strategic Transportation Issues Committee shall perform in an advisory role to the Board of Directors. The Committee shall solicit resolutions from the membership for consideration by the Board of Directors, prepare an agenda of topical issues for the Board of Director's review and consideration and shall advise on policy issues as requested. Membership shall be comprised of representatives from member departments appointed by the CEO. The Chairman shall be elected by the committee members, and the Vice Chairman of the Committee shall be appointed by the President.
2. A Chief Engineers Committee shall provide advisory services to the Board of Directors for engineering and transportation operations issues. Membership shall be comprised of representatives from member departments appointed by each CEO. The Chair shall be elected by the committee members and the Vice chair of the committee shall be appointed by the President.
3. A Planning Committee shall provide advisory services to the Board of Directors for transportation planning, programming and modal issues, Membership shall be comprised of representatives from member departments appointed by each CEO. The Chair shall be elected by the committee members and the Vice chair of the committee shall be appointed by the President.
4. A Motor Carrier Committee shall provide advisory services to the Board of Directors. The Committee shall help ensure a coordinated and comprehensive discussion of a wide range of commercial motor carrier operations and activities. Membership shall be comprised of representatives from member departments plus any additional state agencies directly involved in commercial motor carrier activities. Representatives from member departments and other state agencies shall be appointed by each CEO. The Chair shall be elected by the committee members and the Vice chair of the committee shall be appointed by the President.
5. A Chief Counsel Committee shall be recognized and afforded the right to meet as a group in conjunction with MAASTO events. The group shall explore common areas of interest and potential future collaborative opportunities, and carry out assignments as requested by the Board of Directors. Membership shall be comprised of representatives from member departments, or from other state agencies providing legal counsel services to member departments. Representatives from member departments and other state agencies shall be appointed by each CEO. The Chair shall be elected by the committee members and the Vice chair of the committee shall be appointed by the President.

#### Responsibilities of the STIC Chair

- Provide leadership and opportunities for regular communication among the STIC membership.
- Encourage active participation by all member states in STIC activities
- Ensure the Committee complies with its responsibilities and that Board of Directors (BOD) meetings are conducted in accordance with Constitution and Bylaws
- Present to BOD, as appropriate, policy recommendations or other material as requested
- Guide committee in proposing new activities to further the mission of the MAASTO
- Acquire and disseminate to STIC members, information on MAASTO business activity

#### STIC Chair -- term of service and selection

- The Chair is selected by the STIC membership by popular vote through e-mail or other means as deemed appropriate by the STIC membership
- Term is for three years to end at the conclusion of the appropriate MAASTO Annual meeting.
- In the event the STIC Chair leaves the position, the Vice chair will serve as the Chair until another election can be conducted to fill the Chair role through the remainder of the Chair's term
- If, in the event that the Chair and the MAASTO President are from the same state, the MAASTO Vice President will appoint the Vice chair. *(Note: appointment of the Vice chair by the MAASTO Vice President isn't in the bylaws but would hope that the President and Vice President can resolve in a way so both officers are not from the same state.)*  
Responsibilities will be adjusted accordingly upon agreement between the Chair and the Vice chair.

#### Responsibilities of the STIC Vice chair

- Work in consultation with the MAASTO Secretary and MAASTO President, prepare agenda for BOD meetings
- Working with the MAASTO Secretary, ensure BOD meeting agenda and relevant documents are circulated to BOD and STIC members in advance of meetings
- Serve as liaison between the STIC and the host state for annual meeting
- Serve as the liaison between the STIC and the MAASTO President
- Serve as Chair in the absence of the Chair

#### STIC Vice chair -- term of service and selection

- One year term
- Term begins and ends at the conclusion of the MAASTO annual meeting
- Vice chair is selected by the MAASTO President.

Updated August 16, 2016