

# **OPERATING PROCEDURES FOR THE SYSTEM PERFORMANCE AND MONITORING COMMITTEE OF TMACOG**

## **ARTICLE I. COMMITTEE AUTHORIZATION**

The System Performance and Monitoring Committee is established in Section X of the Transportation Council Operating Procedures.

## **ARTICLE II. PURPOSE**

The System Performance and Monitoring Committee is a subcommittee of the Transportation Council and as such shall operate as a collaborative volunteer committee supported by a professional staff person. The System Performance and Monitoring Committee is responsible for the implementation of that portion of the transportation program applicable to monitoring the system performance and making recommendations to improve performance (improve safety and reduce congestion). It works with the Transportation Council to maintain communication on system performance and monitoring issues among and between TMACOG standing committees and subcommittees, other transportation stakeholders and the broader regional community.

## **ARTICLE III. DUTIES AND RESPONSIBILITIES**

The System Performance and Monitoring Committee functions and responsibilities include (but are not limited to) the following:

- A. Assist in analyzing the accident data and developing maps and providing this information to the member jurisdictions.
- B. Oversee the safety studies of the safety hot spots and congested locations identified by the Ohio Department of Transportation.
- C. Assist in preparing the congestion management process report that satisfies the state and federal requirements.
- D. Assist in developing a pavement condition report and creating a model to forecast future pavement condition ratings.
- E. Assist in defining analytical methods for inclusion in the TMACOG transportation planning process.
- F. Assist in reviewing data needs of TMACOG members, and determine how best to meet these needs.
- G. Convene ad hoc issue-specific groups.

## **ARTICLE IV. MEMBERSHIP**

Members shall be appointed annually by the Chair of the Transportation Council.

- A. The Committee will include persons involved in or with an interest in safety, congestion and other technical issues.
- B. The Committee may recommend that representatives of political jurisdictions be appointed as members, upon the jurisdiction's request to the Committee.
- C. The Committee may also include representatives of economic development agencies, other governmental or quasi-governmental agencies, companies, or others with an interest in safety, congestion and technical issues.

Due to the technical nature of this committee, TMACOG will provide attendance and meeting agendas to any active member who would like to request professional development hours to maintain registration to

practice as a Professional Engineer in Ohio.

#### **ARTICLE V. MEMBERS' TERM OF OFFICE**

The term of membership for each member of the System Performance and Monitoring Committee will begin upon appointment by the Transportation Council Chair and will conclude at the beginning of the next winter General Assembly.

#### **ARTICLE VI. QUORUM**

A quorum shall exist when a simple majority of the Committee's members are present at any duly called and scheduled meeting of the System Performance and Monitoring Committee.

#### **ARTICLE VII. COMMITTEE OFFICERS**

The Officers of the System Performance and Monitoring Committee are: chair and vice-chair. The Chair and Vice-Chair will be elected annually from the membership at the first meeting of the calendar year.

#### **ARTICLE VIII. DURATION OF COMMITTEE**

The System Performance and Monitoring Committee is a Standing Committee of the Transportation Council pursuant to Section X of the Transportation Council Operating Procedures.

#### **ARTICLE IX. ACCOUNTABILITY**

The System Performance and Monitoring Committee reports to and is responsible to the Transportation Council. Periodic reports will be made as requested.

#### **ARTICLE X. FUNCTIONAL RESPONSIBILITIES**

- A. The System Performance and Monitoring Committee shall meet bi-monthly during the year to undertake its regular business and review the progress of its subcommittees, or at the call of the Chair when business dictates a more frequent schedule.
- B. Additional subcommittees and work groups may be formed as needed to carry out the mission and purposes of the System Performance and Monitoring Committee.
- C. All committee activities will comply with TMACOG's policy on the Ohio Open Meeting Act.

#### **ARTICLE XI. PARLIAMENTARY AUTHORITY**

Except where otherwise specified in these operating procedures or agreed to by a unanimous vote of voting members present at a meeting, the rules contained in the most recent edition of Roberts Rules of Order shall govern System Performance and Monitoring Committee proceedings in all cases where they are applicable and not inconsistent with the TMACOG Bylaws.

#### **ARTICLE XII. AMENDMENTS**

These operating procedures may be amended by a majority vote of the System Performance and Monitoring Committee at a regular meeting or a meeting specifically called for this purpose. Any such amendments shall become effective only after ratification by the Transportation Council.

**Approved by the Transportation Council of the Toledo Metropolitan Area Council of Governments  
February 01, 2006 .**