

January 1, 2019

**TOLEDO METROPOLITAN AREA COUNCIL OF GOVERNMENTS  
FREIGHT ADVISORY COMMITTEE**

**ARTICLE I. COMMITTEE AUTHORIZATION**

The Freight Advisory Committee is established in Article X of the Transportation Council Operating Procedures.

**ARTICLE II. PURPOSE**

The Freight Advisory Committee is a subcommittee of the Transportation Council. As such, the committee's overarching goal is expressed by the regional Transportation Vision Statement adopted at the first TMACOG Transportation Summit:

*All transportation stakeholders in our region working together to achieve a sustainable and integrated intermodal transportation system to enhance our quality of life and our competitive position in a global economy.*

The Committee shall operate as a collaborative volunteer committee supported by professional staff. The Freight Advisory Committee is responsible for that portion of the transportation program applicable to freight movement and advises TMACOG in its efforts to improve the efficiency and reliability of the multimodal freight network.

**ARTICLE III. DUTIES AND RESPONSIBILITIES**

The Freight Advisory Committee recommends to the Transportation Council actions, programs, and policies that will support the efficient movement of freight. This includes recommendations regarding the TMACOG Annual Work Program, the long-range Transportation Plan and as appropriate, the bi-annual Transportation Improvement Program.

The committee has the following functions and responsibilities:

- A. Facilitate communication among freight stakeholders by providing a venue for discussion, coordination, education, and problem-solving.
- B. Inform regional decision-makers, freight stakeholders, and the public of important issues that affect the movement of freight.
- C. Identify where investments are needed to improve freight flow, reduce conflicts, and increase efficiency and reliability in all modes.
- D. Support legislation, projects, or technology that benefit the efficient movement of freight and encourage public/private partnerships where appropriate.
- E. Promote the safe and responsible movement of freight with an awareness of impacts to the environment, the community, and to business.

**ARTICLE IV. MEMBERSHIP**

Membership shall be constructed to provide the opportunity for transportation stakeholders and the public to participate in and provide input to the planning process.

Committee membership may consist of the following:

- A. Freight carriers, forwarders, or third-party logistics providers from all transportation modes.
- B. Representatives of freight-generating industries and freight distribution centers.
- C. Elected or administrative officials from the various units of local and state government.
- D. Economic development agencies, port authorities, and governmental transportation agencies.
- E. Others with a stake or interest in freight transportation.

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

The term of office for each member of the Committee will begin upon appointment by the Committee Chair and will continue indefinitely. Membership may be terminated at the request of the member or at the discretion of the Committee Chair.

#### **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 council. In addition, a council or committee member must be physically present at a meeting to be counted towards a quorum or to cast a vote on any action items. A motion shall be considered to have passed upon affirmative vote of a quorum of members of the Freight Advisory Committee.

#### **ARTICLE VII. COMMITTEE LEADERSHIP**

- A. There shall be a Committee Chair and a Vice Chair.
  - 1. The term of office for the Chair and Vice Chair shall be one calendar year. The Committee shall elect these officers after an opportunity is given for members to make nominations. The election shall be held at the first Committee meeting of the calendar year.
  - 2. The Transportation Council Operating Procedures provide that the Committee Chair will be a member of the Transportation Council, and that in the absence of the Committee Chair, the Vice Chair may represent the interests of the Committee and vote as necessary at a scheduled meeting of the Council.
  - 3. The Chair or Vice Chair of the Committee will ordinarily conduct the affairs of the Committee meetings. In their absence, TMACOG staff will facilitate the meeting.
- B. Formation of a steering committee to provide guidance for the full Committee may occur at the discretion of the Committee Chair.

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

The Freight Advisory Committee is a Standing Committee of the Transportation Council pursuant to Article X of the Transportation Council Operating Procedures.

### **ARTICLE IX. ACCOUNTABILITY**

The Freight Advisory Committee reports to and is responsible to the Transportation Council. Periodic reports will be provided to the Transportation Council as requested.

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

The Freight Advisory Committee shall meet at least four (4) times during the year to undertake its regular business and review the progress of any subcommittees. Additional meetings may be scheduled at the call of the Committee Chair as business dictates.

The Committee Chair is hereby authorized to appoint additional subcommittees or work groups as needed to carry out the mission and purpose of the Committee. These subcommittees shall have a discrete, defined objective and shall cease to exist upon completion of that objective or at the discretion of the Chair. Subcommittees must operate within the overall policies of TMACOG.

All Committee activities will comply with TMACOG's policy on the Ohio Open Meetings Act.

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

Except where otherwise specified in these procedures or agreed to by a unanimous vote of Committee members present at a meeting, the rules contained in the most recent edition of *Robert's Rules of Order* shall govern Committee proceedings in all cases where they are applicable and consistent with the TMACOG Bylaws.

### **ARTICLE XII. AMENDMENTS**

These procedures may be amended by a majority vote of the Freight Advisory Committee at a regular meeting or at a meeting specifically called for this purpose. Amendments shall become effective after ratification by the Transportation Council.

- Revisions (ARTICLE VII) were approved by Transportation Council on September 6, 2000.
- Revisions (ARTICLES II, III, and VII) were approved by Transportation Council on December 3, 2008.
- Revisions (name change to Freight Advisory Committee and to ARTICLES II, III, IV, V, VII, VIII, IX, X, and XI) were approved by Transportation Council on May 7, 2014.
- Revisions (Articles II, III, IV, V, VII, X, and XII) were approved by Transportation Council on August 2, 2017.
- Revisions (Article VI) were approved by Transportation Council on November 7, 2018.