

December, 2008

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

ARTICLE I. COMMITTEE AUTHORIZATION

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

ARTICLE II. PURPOSE

The Freight 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 Freight Committee's goal is to improve freight movement efficiency and support efforts to increase freight movement volume within and through the region. The committee will work to strengthen the region's position as a multimodal freight hub and will provide a means of coordination among regional stakeholders in all modes of freight transportation.

ARTICLE III. DUTIES AND RESPONSIBILITIES

The Freight Committee recommends to the Transportation Council actions, programs and policies that will support improvement in freight movement in the region. This includes recommendations regarding the TMACOG Annual Work Program, the Regional Transportation Plan and, as appropriate, the bi-annual TMACOG Transportation Improvement Program.

The committee has the following responsibilities:

1. Facilitate communication among all those affected by freight movement issues and provide a venue for discussion and problem solving.
2. Promote the safe and environmentally responsible movement of freight, with an awareness of impacts to the local community and to the business community.
3. Develop a freight movement planning process that will take advantage of new and existing opportunities to improve freight flow, reduce conflicts, and increase efficiency of all modes.
4. Support the development of public and private partnerships, where appropriate.

5. Collect, analyze, and disseminate technical data and other information that helps to inform regional decision makers and the general public regarding freight movement issues.
6. Monitor transportation legislation that impacts the freight community, and support resolutions that improve freight movement.
7. Monitor regional efforts pursued by other public sector and private sector groups.
8. Evaluate the effectiveness of TMACOG's freight planning efforts in terms of measurable improvements and real results.

ARTICLE IV. MEMBERSHIP

Members of the Freight Committee shall be appointed by the Chair of the Transportation Council. Membership of the committee shall be constructed so as to provide a definitive opportunity for transportation stakeholders and the general public to participate and provide input to the planning process.

The committee membership shall consist of the following:

- A. Freight service companies serving the TMACOG region.
- B. Elected or administrative officials of units of local and state government.
- C. Representatives of major industries and of industries which receive or ship goods by one or more transportation modes;
- D. Representatives of economic development agencies, other governmental or quasi-governmental agencies, companies, or others with an interest in freight transportation issues.

ARTICLE V. MEMBERS TERM OF OFFICE

The term of office for each member of the Freight Committee will begin upon appointment by the Transportation Council Chair and will conclude at the second Winter General Assembly following appointment. A member may be reappointed at the discretion of the Transportation Council Chair.

ARTICLE VI. QUORUM

There shall be no required quorum to conduct the business of the committee. A motion shall be considered to have passed upon affirmative vote of a simple majority of members present at any duly called and scheduled meeting of the Freight Committee.

ARTICLE VII. COMMITTEE OFFICERS

- 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 Chair

- and Vice Chair shall be elected by the Freight Committee after a nominee is recommended by the Steering Committee and opportunity is given for the committee members to make additional nominations. The election shall be held at the first committee meeting of the calendar year.
2. The Transportation Council Operating Procedures provide that the Freight Committee Chair will be a member of the Transportation Council.
 3. The Chair or Vice Chair of the committee will ordinarily conduct the affairs of the meeting. However, the Chair, the Vice Chair, or in the Officers absence the members of the committee, may appoint a meeting facilitator to do so.
- B. There shall be a Steering Committee to guide and provide leadership for the Committee, make recommendations to the Committee on appropriate major issues and set agendas for meetings.
1. The Steering Committee shall consist of an odd number of persons, with a minimum of seven (7) and a maximum of eleven (11) people, including the Committee Chair and Vice Chair. The goal will be to include one person from each major representative group, namely:
 - a. Railroads
 - b. Trucking
 - c. Air Freight
 - d. Water Freight
 - e. Government
 - f. Industry
 - g. Economic Development
 2. The Steering Committee will annually recommend to the committee those persons to be on the Steering Committee for the coming calendar year.
 3. The Steering Committee shall annually recommend candidates for Committee Chair and Vice Chair, to be elected by the committee membership after giving opportunity for additional nominations from the floor.
 4. The Steering Committee will normally meet six (6) times a year. As needed, they may invite experts to attend to assist in discussion and formulating recommendations on specific freight issues.

ARTICLE VIII. DURATION OF COMMITTEE

The Freight Committee is a standing committee of TMACOG pursuant to Article X of the Transportation Council Operating Procedures.

ARTICLE IX. ACCOUNTABILITY

The Freight Committee reports to and is responsible to the Transportation Council and makes periodic reports as requested.

ARTICLE X. FUNCTIONAL RESPONSIBILITIES

The Freight Committee shall meet at least six (6) times during the year to undertake its regular business and review the progress of any subcommittees.

The Committee Chair is hereby authorized to appoint additional subcommittees on an ad hoc basis as may be desirable to carry out the mission and purposes of the committee. Such subcommittees shall have a discrete, defined objective and shall cease to exist upon completion of that objective or at the pleasure of the Chair and must operate within the overall policies of TMACOG.

Members of the committee will annually review the committee's purpose statement and its achievements, and report to the Transportation Council regarding its progress and accomplishments. 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 procedures or agreed to by a unanimous vote of Freight 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 not inconsistent with the TMACOG Bylaws.

ARTICLE XII. AMENDMENTS

These procedures may be amended by a majority vote of the Freight 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.

These revised Operating Procedures (adding a Vice Chair and increasing the Steering Committee membership to 9) were approved by the Transportation Council of the Toledo Metropolitan Area Council of Governments September 6, 2000.

Further revisions to these Operating Procedures (changes to ARTICLE II., ARTICLE III., and ARTICLE VII.) were approved by the Transportation Council of the Toledo Metropolitan Area Council of Governments December 3, 2008.