



MEMORANDUM

TO: Transportation Planning Board
FROM: Lyn Erickson, Plan Development and Coordination Program Director
SUBJECT: Draft TPB Bylaws Comments
DATE: September 2, 2022

Five written comments were received on the Draft TPB Bylaws in addition to the two made during the July TPB meeting. Four commenters asked for more flexibility in virtual participation options during the in-person meetings. A few technical corrections were identified and have been made.

Should the board decide to provide more flexibility in virtual participation during in-person meetings, staff proposes the following strikeout in Section IV Time and Place of Meeting #2 found on page 5 of the Bylaws, as highlighted here:

1. Virtual participation in an in-person meeting: When an in-person meeting is scheduled, a member may attend the meeting virtually (through electronic communication means) from a remote location, ~~on no more than two (2) occasions in a year.~~ The member wishing to participate virtually, shall give at least three (3) days' notice to the Director or designated staff by either email or telephone. The Chair shall announce the names of the members participating virtually at the beginning of the meeting.

A link to the TPB Bylaws from the July meeting Item 10 can be found here for your reference:
<https://www.mwcog.org/events/2022/7/20/transportation-planning-board/>