



Tahoe's Smooth Movin' Shuttle!

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BlueGO Transit Advisory Committee Bylaws

Article I - NAME

The name of this committee shall be the BlueGO Transit Advisory Committee (BTAC). Establishment of the committee is authorized under section 4.9.E of the Bylaws creating the South Tahoe Area Transit Authority.

Article II - OBJECTIVE

The BlueGO Transit Advisory Committee (BTAC) serves to provide the South Tahoe Area Transit Authority with advice, comments and suggestions regarding issues of importance to the riders of public transportation. The committee shall serve in an advisory capacity. Its objective will be to assist transit management in developing and perfecting a public transit system, which meets the needs of residents in a practical, cost efficient manner. The functions of the committee shall include, but are not limited to the following:

1. Identify and comment on rider issues related to the transit system's physical equipment. Physical equipment includes but is not limited to items such as buses; transfer instruments; bus shelters; wheelchair lifts; etc.
2. Identify and comment on rider issues related to the design of the combined BlueGO system. Design issues include elements such as distance between bus stops; bus stop locations; bus routing; service standards; hours of operation; customer service telephone information office; fare structures.
3. Advise on the preferred balance between the various types of service the agency intends to offer:
 - a. Local circulation service, usually routed
 - b. Intercity Service
 - c. General public; seniors and persons with disabilities and ADA Paratransit demand-responsive service
 - d. Routed commuter service (express)
4. Review and comment on items related to marketing communications. Marketing communications includes issues such as signage; legibility of printing materials (i.e. schedules); quality/value of disseminated marketing information; effectiveness of BlueGO promotions.
5. Identify and comment on items influencing riders perceptions and behavior, including but not limited to bus operator attitudes; safety; ease of use of the public transit system; convenience and reliability of transit service and facilities.
6. Review of quality of service issues, including periodic review of customer complaints

7. Review and comment on service costs and farebox recovery ratio.

Article III - COMPOSITION-QUALIFICATION AND TERMS

All BTAC members shall be members of the Tahoe Metropolitan Planning Organization Social Services Transportation Advisory Committee, which is appointed by the Tahoe Regional Planning Agency Board, and shall serve at the pleasure of the BlueGO Board of Directors.

The BTAC will consist of twelve (12) members. Composition is to be reflective of BlueGO transit service users throughout the service area. Generally members will be appointed based on their representation of the following constituencies:

- A BlueGO transit user over the 60 years old or older
- A BlueGO transit user that has a disability
- A representative from social service provider for seniors
- A representative from social service transportation provider
- A representative from social service provider for persons with disabilities
- A representative from social service transportation provider
- A representative from a local social service provider of low income
- Two representative from the local transit operator
- Two members representing miscellaneous groups
- One member representing the TMPO

It is possible that any one member could represent more than one of the above categories. Members will be appointed according to their familiarity with particular routes, geographical areas and/or of the system. The membership categories are the same as the SSTAC.

All members, while understanding that they may have been appointed by virtue of a particular position or interest they hold or represent, must also understand that they represent all the citizens of the transit service area in their work as advisory committee members.

Initial appointments to the Committee shall be a three-year term concurrent with their representation on SSTAC, which may be renewed.

The BlueGO Board may terminate this committee at its discretion and in accordance with termination procedures established in the participation agreement and bylaws.

Article IV - MEMBERSHIP WITHDRAWAL:

1. Three (3) consecutive unexcused absences or five (5) absences in an eighteen month period.
2. Misrepresentation at time of appointment with respect to personal use of BlueGO transit service.
3. If member does not reside in El Dorado County or Douglas County or ceases to use the system.
4. If member is no longer serving on the SSTAC.

Article V - OFFICERS AND DUTIES

The committee members will elect a committee Chair and Vice-Chair by a majority of the members present at the November/December meeting. A quorum is necessary to hold the elections. Offices will be held for one year or until their successors are elected.

The Chair will preside at all meetings. Should the Chair be absent, the Vice-Chair will preside. In the unlikely event both Chair and Vice-Chair are absent; the BlueGO staff representative will preside.

A Board Member from the BlueGO Board of Directors shall serve on the committee and act as a liaison between the BlueGO Board and the committee.

The Chair may appoint ad hoc committees on an as-needed, non-scheduled basis to accomplish a specific task and report back to the full BTAC. Ad hoc committees must have less than a quorum of BTAC members and are exempt from the requirements of the Brown Act. The BTAC may not direct the ad hoc committee on how to fulfill its function or when it should meet.

BlueGO staff will provide the administrative support for the committee including providing minutes, mailing agendas to members, and any other related duties.

The Chair or an appointee delegated by the committee may make presentations to the BlueGO Board of Directors at milestone points in various projects or when the BTAC as a whole has identified items and directed that such a communication occur.

Article VI - MEETINGS

The BTAC will meet monthly on the fourth Monday of the month, unless otherwise scheduled by the majority of a quorum. Additional meetings may be required to address time sensitive matters. Meetings will be held at a time and place as set by resolution of the BTAC. Meetings shall be held immediately after the adjournment of the SSTAC.

All BTAC meetings will be held in accordance the Ralph M. Brown Act (Government Code section 54950 et seq.). Agenda items will be agreed upon by the Chair and the BlueGO staff representative, or upon motion of the committee. Any committee member may make recommendations for the agenda either to the Chair or to the BlueGO representative prior to the agenda being set. Those items not on the agenda may be discussed during the member comment section on the agenda. Each meeting will have an open discussion period and an opportunity for public comment.

Each member shall have one vote and a quorum shall consist of 4 voting members (BlueGO staff are not of the voting membership). A majority vote of the quorum shall be necessary to present an issue to the BlueGO Board of Directors. The BlueGO Transit Administrator may present or ask the Chair (or designee) to make presentations to the BlueGO Board of Directors from time to time.

All actions of the committee shall require the approval of a majority of the quorum.

Article VII - PARLIAMENTARY PROCEDURE

The rules contained in "Standard Code of Parliamentary Procedure", by A. Sturgis, shall govern the committee in all cases to which they are applicable, and not inconsistent with the Bylaws of the Committee.

Public Notice of all meetings shall be given pursuant to the Brown Act in compliance with the 72-hour posting deadline for regular meetings and the 24-hour deadline for special meetings.

Article VIII - PROHIBITED ACTIVITIES

No individual member shall represent the BTAC to the general public or at a BlueGO Board meeting without majority vote of a quorum at a BTAC meeting prior to the representation.

No BTAC member will represent BlueGO to the general public without consent of the BlueGO Transit Administrator, BlueGO President (or designee) prior to the representation.