

STATE ROUTE 154 SAFETY COMMITTEE STAFF REPORT

SUBJECT: State Route 154 Safety Committee Bylaws

MEETING DATE: September 29, 2021

AGENDA ITEM: 4

STAFF CONTACT: Lauren Bianchi Klemann

RECOMMENDATION:

Review the State Route 154 Safety Committee bylaws and make a recommendation for adoption to the Santa Barbara County Association of Governments (SBCAG) Board of Directors.

DISCUSSION:

SBCAG staff is seeking the committee's review and recommendation to adopt the State Route 154 Safety Committee bylaws. The standing committee was formed by the SBCAG Board of Directors in November 2019. It evolved from its previous purpose as an ad-hoc truck safety committee in order to address a myriad of safety related topics to reduce fatalities and injuries on State Route 154, a California State highway that runs between U.S. 101 in Santa Barbara through the San Marcos Pass, Los Padres National Forest, Santa Ynez Valley, and Los Olivos, and State Route 246.

The first meeting of the committee was held as a town hall in December 2019. The bylaws have been drafted to be presented to the committee to include information on purpose, duties, membership, voting conduct, and meeting procedures. In addition to the five members of the committee appointed among the SBCAG Board of Directors, the bylaws outline ex-officio (non-voting) members to formalize regional collaboration among public agencies working together to address safety-related issues on State Route 154.

Upon review by the committee, the bylaws will be presented to the SBCAG Board of Directors for adoption.

ATTACHMENT:

- A. Draft State Route 154 Safety Committee Bylaws



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[DRAFT]
State Route 154 Safety Committee
BYLAWS

Adopted by SBCAG Board
[INSERT DATE]

1.0 COMMITTEE PURPOSE

The State Route 154 Safety Committee (committee) is a standing committee formed by the Santa Barbara County Association of Governments (SBCAG) in 2019 to assist with convening public agencies to address safety concerns and improvements on State Route 154. The purpose of the committee is to serve as a forum to address safety-related issues among committee members and the public. State Route 154 is a California State highway that runs between U.S. 101 in Santa Barbara through the San Marcos Pass, Los Padres National Forest, Santa Ynez Valley, and Los Olivos, and State Route 246.

The committee serves in an advisory capacity to the SBCAG Board of Directors and does not have policy making authority.

2.0 MEMBERSHIP

Membership of the committee shall include five members of SBCAG Board of Directors appointed annually by the SBCAG Board of Directors, at the beginning of each calendar year.

Ex-officio (non-voting) members shall include the State Senator representing California's 19th Senate District; State Assemblymember representing California's 37th Assembly District; California Highway Patrol in Buellton and Santa Barbara; Caltrans, District 5; Santa Barbara County Public Works Division; and Santa Ynez Band of Chumash Indians.

SBCAG staff shall provide support to the committee including scheduling of meeting locations, preparing and distributing agendas and meeting materials, and taking meeting minutes.

3.0 GENERAL DUTIES

3.1 The committee shall serve in an advisory capacity to the SBCAG Board of Directors and may make recommendations on issues within the scope of its purpose.

3.2 The committee may collect information, hold hearings, review reports, receive presentations, provide comments, make findings and recommendations, and issue reports related to public safety on State Route 154.

3.3 SBCAG staff shall provide administrative and technical support to the committee. The committee shall be provided such information by SBCAG staff or by any public agency whose jurisdiction intersects with State Route 154 as necessary to carry out its duties.

4.0 VOTING

Only appointed members who are present at a committee meeting may make a motion, second a motion, or vote upon a motion under consideration by the committee. Ex-officio members may not make a motion, second a motion nor vote upon any motion under consideration by the committee. A motion shall pass if approved by a simple majority of the members present at the meeting unless otherwise required.

SBCAG staff may present recommended actions to the committee to receive the committee's input, but SBCAG staff shall not vote on such recommendations. The committee may recommend approval or denial of staff's recommendations or may formulate its own recommendations and shall not be bound by those presented by SBCAG staff. SBCAG staff shall report to the SBCAG Board of Directors on recommendations adopted by the committee.

5.0 QUORUM

A quorum shall consist of a simple majority of voting committee members (three of five members). A vote may be taken on an issue only if a quorum of appointed members is present.

6.0 OFFICERS

Officers of the committee shall include a Chair and Vice-Chair selected from appointed members. Officers shall be elected by a majority vote of the members present. The Vice-Chair shall serve as the Chair, pro tempore, when the Chair is absent.

7.0 REPRESENTATION AT SBCAG BOARD MEETINGS

The Chair, or designee, will represent the committee and be available to facilitate SBCAG Board of Directors discussion on issues germane to the committee's purpose.

8.0 MEETINGS

Meetings of the committee shall be held at the time and place deemed appropriate by the committee. The committee may adopt an annual calendar of meetings. At the discretion of the Chair, meetings may be rescheduled or cancelled.

Meetings shall be called, noticed, and conducted in compliance with the Ralph M. Brown Act as amended (Government Code Section 54950 et seq.).

9.0 BYLAW ADOPTION AND AMENDMENTS

A two-thirds majority of the SBCAG Board of Directors shall be required to adopt these bylaws and any amendments to these bylaws. The committee may recommend bylaw amendments to the SBCAG Board of Directors.