

RESOLUTION NO. 2018-61

AMENDING SECTION 222.04 "CITIZENS ADVISORY BOARD" OF THE  
CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND  
REGIONAL TRANSIT AUTHORITY AND APPROVING OPERATING  
GUIDELINES FOR THE COMMUNITY ADVISORY COMMITTEE

WHEREAS, pursuant to Resolution No. 1989-176, the Board of Trustees the Authority codified the resolutions establishing its policies and procedures; and

WHEREAS, over the years, many of the resolutions have been amended; and

WHEREAS, at the present time, the Authority deems it necessary to review, revise and update the codified rules and regulations; and

WHEREAS, the Authority has conducted a review and determined that certain portions of Section 222.04, Citizens Advisory Board, must be revised.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That Section 222.04 is hereby amended to read as follows:

222.04 Community Advisory Committee ("CAC")

(a) Operations.

(1) Name. The Board of Trustees of the Greater Cleveland Regional Transit Authority ("Authority") herein creates the Community Advisory Committee ("CAC").

(2) Purpose. The purpose of the CAC is to support public transit in Northeast Ohio, and to assist the Authority in fulfilling its mission and vision, through:

- Advocating for public transit;
- Promoting sound public policies; and
- Providing customer focused input to the Board of Trustees and Authority Staff.

(3) Officers.  
The CAC shall elect a Chair and a Vice Chair. The CAC may, but is not required to, elect a Secretary.

(4) Meetings.

A. The CAC shall hold quarterly meetings. CAC may hold special meetings, as it deems necessary. The Board of Trustees and Authority staff shall have input in setting CAC meeting agendas. Meetings shall be open to the public.

B. CAC members are encouraged, but not required, to attend community meetings, public hearings, groundbreakings, grand openings and GCRTA Board meetings.

- (5) Committees. The CAC will have at least three standing committees:
  - A. The ADA Advisory Committee, which guides the Board of Trustees in adhering to the spirit and requirements of the Americans with Disabilities Act (ADA); and
  - B. The Advocacy Committee, which provides education to the community on the needs of the Authority and its value to the citizens of Northeast Ohio; and
  - C. The Transit Improvement Advisory Committee, which provides a working forum to address, in more detail, all issues of interest to the CAC which are not specifically related to the ADA or advocacy.
  - D. Committees shall meet, discuss, and make recommendations on matters referred to them by the CAC or the Board of Trustees.
  
- (6) Administrative support.
  - A. GCRTA shall designate a Staff Liaison to the CAC to serve as the primary point of contact with the Authority. CAC members are not precluded from contacting other Authority staff directly when appropriate.
  - B. The Staff Liaison shall be responsible for communications to the CAC, tracking attendance, maintaining a record of meetings, and channeling CAC members' concerns to the appropriate Authority staff member.
  
- (7) Recommendations. The CAC may make recommendations to Authority staff or the Board of Trustees. The CAC shall have no authority to obligate the Board of Trustees.
  
- (8) Communications with Board of Trustees.
  - A. The Board of Trustees will appoint a Board Liaison to the CAC.
  - B. The Board of Trustees will include a standing agenda item on the Board's agenda for communications from CAC.
  
- (b) Membership.
  - (1) Composition of the CAC.
    - A. The CAC is composed of twenty community representatives.
    - B. With the exception of members with emeritus status, terms shall be for three years each with a term limit per member of two (2) consecutive full 3-year terms. To ensure that the terms will be staggered so that no more than seven (7) members' terms expire in any year, initial appointments may be for less than 3 years. An initial appointment of less than 3 years will not be considered a full term for the purpose of determining whether a member has served the maximum number of terms permitted.
    - C. CAC members may continue to serve after the expiration of their terms if not replaced, at the invitation of the Authority.
    - D. Current CAC members who have served on the CAC with distinction for more than 15 years will be eligible for emeritus status. Emeritus status shall be granted by the Board of Trustees. Members with emeritus status will not be counted among the maximum 20 members.

(2) Qualifications.

- A. A CAC member must be familiar with public transportation and, preferably, use it occasionally, if not frequently. Transit dependency is not a requirement for CAC membership.
- B. CAC members must be able to communicate knowledgeably about the Authority in particular and public transit in general. Members should have the ability to advocate on behalf of public transit and promote service.
- C. CAC membership should reflect the Authority's customer base and have diverse representation in regard to age, sex, race, color, religion, national origin, disability, genetic information, sexual orientation military status, transit dependence, availability to participate in CAC activities, and geography.
- D. CAC members must be strong ambassadors for the Authority, attending as many public events as possible to promote public transit, policies friendly to public transit and the needs of the region and GCRTA customers.

- (3) Each CAC member will receive a monthly transit pass so that they can monitor the public transit experience.

(c) Selection Process for New Members.

- (1) All members of the CAC shall be nominated by the Board of Trustees.
- (2) All individuals interested in becoming a CAC member must submit an application.
- (3) An ad hoc Screening Committee, consisting of two or more GCRTA staff members and one or more Trustee(s) shall review the applications based on the criteria set out in subsection (b) hereof and recommend a slate of candidates to the External & Stakeholder Relations & Advocacy Committee for consideration and referral to the Board of Trustees.
- (4) Authority staff shall confer with the Board and the CAC for additional CAC members to be presented to the Board for consideration when vacancies arise.
- (5) Appointment of members shall be made in March. Appointments become effective in April. Interim appointments may be made at other times of the year to fill vacancies. An interim appointment will not be considered a full term for the purpose of determining whether a member has served the maximum number of terms permitted.

- (d) Operating Guidelines. The CAC shall adopt, and may revise, such operating guidelines as it from time to time elects, which are not in conflict with this section. The operating guidelines will address the following topics:

- (1) Terms and responsibilities of officers;
- (2) Procedures for conducting regular and special meetings;

- (3) Committee assignments and operations;
- (4) Attendance; and
- (5) Other matters pertinent to the CAC's operations.

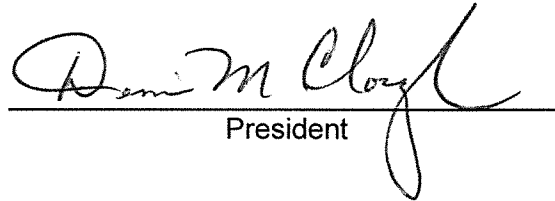
The CAC's operating guidelines will be subject to approval and adoption by the Board of Trustees.

Section 2. That the attached Operating Guidelines are hereby approved.

Section 3. That this resolution shall become effective immediately upon its adoption.

Attachment A: Operating Guidelines

Adopted: June 19, 2018

  
\_\_\_\_\_  
President

Attest:   
\_\_\_\_\_  
CEO/General Manager/Secretary-Treasurer

## Attachment A: Operating Guidelines

### COMMUNITY ADVISORY COMMITTEE OPERATING GUIDELINES

1. These Operating Guidelines are authorized and established by Chapter 222.02 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority.
2. Officers.
  - A. In addition to the Chair and Vice Chair, the Community Advisory Committee ("CAC") will elect a Secretary.
  - B. The Chair conducts the regular and, if possible, any special CAC meetings. The Vice Chair stands in for the Chair as needed.
  - C. The election of officers shall take place each year during the April meeting. If it is necessary to delay elections in any given year, the Chair will document, in writing, the need for such delay.
  - D. Officers shall be elected to one-year terms, ending at the April meeting of the following year. Officers may not serve more than six consecutive one-year terms.
3. Meetings.
  - A. For purposes of establishing a quorum at all CAC meetings, at least 50% plus one of the CAC's members must approve actions of the CAC.
  - B. Regular meetings.
    1. Regular CAC meetings shall be held quarterly, with possible exceptions for special events. The regular meetings will be used for presentations from, and discussions with, Authority staff and other parties of interest to the CAC, the setting of agendas, discussion of and action on topics of interest related to the CAC's mission and purpose, and organization and coordination of Committee activities.
    2. The CAC will review programs and projects brought to them by the Board of Trustees or Authority staff.
    3. Members of the general public are welcome to attend all meetings of the CAC and its Committees.
  - C. Special meetings. Special meetings may be called by the Chair, at the request of any officer, or upon the written request of at least five members, provided at least forty-eight hours' notice is given. The Chair, Vice Chair, or Staff Liaison will notify CAC members of the time, place, and purpose of such special meeting, and no business other than the specific topic around which the special meeting was called shall be considered.
  - D. CAC members are encouraged, but not required, to attend public events, including community meetings, public hearings, groundbreaking, grand openings and GCRTA Board Meetings.
  - E. The business of the CAC shall be conducted according to Robert's Rules of Order.

## Attachment A: Operating Guidelines

4. Committees. The CAC will have at least three standing committees:
  - A. The ADA Advisory Committee; and
  - B. The Transit Improvement Advisory Committee; and
  - C. The Advocacy Committee.
  - D. Standing committees will meet at least quarterly.
  - E. Other committees, either standing or ad hoc, may be established as necessary to carry out the mission and purpose of the CAC.
  - F. CAC members will choose to participate on at least one committee. Committee participation is strongly encouraged.
  - G. For purposes of establishing a quorum, at least 50% plus one of each committee's members must approve committee actions.
  - H. Committees shall meet, discuss, and make recommendations on matters referred to them by the CAC, Authority staff or the Board of Trustees.
  - I. Public participation is welcome at all committee meetings.
  
5. Agendas. CAC meeting agendas shall be set by the Chair and Authority staff with input from the Board of Trustees. Agendas shall be posted five business days before the meeting date, if possible. A recommended agenda format is attached See Exhibit 1.
  
6. Attendance.
  - A. Attendance at CAC meetings is required. A member wishing to be excused shall contact the Staff Liaison and/or the Chair.
  - B. A CAC member is permitted only two unexcused absences from regular meetings per calendar year. After three unexcused absences, the CAC shall notify the member in writing and make a recommendation to the Board of Trustees to terminate the individual's membership.
  
7. Guideline review process. Each July, through an ad hoc committee, the CAC shall review its operating guidelines for appropriate additions, deletions, or amendments. All recommendations for changes shall be voted on by the full CAC and submitted to the Board of Trustees for approval.



<b>TITLE/DESCRIPTION:</b>  AMENDING SECTION 222.04 "CITIZENS ADVISORY BOARD" OF THE CODIFIED RULES AND REGULATIONS OF THE GREATER CLEVELAND REGIONAL TRANSIT AUTHORITY AND APPROVING OPERATING GUIDELINES FOR THE COMMUNITY ADVISORY COMMITTEE	<b>Resolution No.:</b> 2018-- 61
	<b>Date:</b> June 14, 2018
	<b>Initiator:</b> Legal
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This resolution will amend Section 222.04 of the Codified Rules and Regulations of the Greater Cleveland Regional Transit Authority ("Code") and approve a new set of operating guidelines for the Community Advisory Committee ("CAC").
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Policies and Procedures of the Board of Trustees were codified in 1989, pursuant to Resolution 1989-176. The code book has been updated periodically. It is now time for a comprehensive review and update so that the updated Code will conform to the current structure and operations of the Authority.  
  
 Section 222.04 is being revised to reflect the current organization and responsibilities of a newly-organized Community Advisory Committee, which includes a focus on advocating for adequate and stable funding; promoting sound public policies; and providing customer focused input to the Board of Trustees and Authority staff. In updating Section 222.04, it became apparent that certain provisions would be more appropriately set forth in a separate set of operating guidelines.
- 3.0 **PROCUREMENT BACKGROUND:** Does not apply.
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** Does not apply.
- 5.0 **POLICY IMPACT:** Adoption of the resolution will result in a clear, accurate and current policy.
- 6.0 **ECONOMIC IMPACT:** Does not apply.
- 7.0 **ALTERNATIVES:** Not adopting this resolution. Not adopting this resolution would result in Section 222.04 remaining out of date.
- 8.0 **RECOMMENDATION:** It is recommended that this resolution be adopted.
- 9.0 **ATTACHMENTS:**
  - A. Redline copy of revisions to Section 222.04.
  - B. Roster of Community Advisory Committee members

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
 \_\_\_\_\_  
 CEO, General Manager/Secretary-Treasurer

## Attachment A: Redline Copy of Revisions to Section 222.04

### 222.04 CITIZEN'S ADVISORY BOARD ("CAB"); COMMUNITY ADVISORY COMMITTEE ("CAC")

#### (a) ~~Operating Guidelines~~ Operations.

- (1) Name. The Board of Trustees of the Greater Cleveland Regional Transit Authority (RTA "Authority") herein creates the ~~Citizens Advisory Board (CAB);~~ Community Advisory Committee ("CAC").
  
- (2) Purpose. The purpose of the ~~CAB~~ CAC is to ~~advise the Board of Trustees and RTA staff on transit issues, make suggestions for improvements in transit service, and to advocate for greater funding for public transportation.~~ support public transit in Northeast Ohio, and to assist the Authority in fulfilling its mission and vision, through:
  - Advocating for public transit;
  - Promoting sound public policies; and
  - Providing customer focused input to the Board of Trustees and Authority staff.
  
- (3) Officers.
  - A. ~~The CAB~~ CAC shall elect a Chair and a Vice Chair. Additionally, ~~the~~ The CAB ~~CAC~~ is authorized ~~may, but is not required, to,~~ elect a Secretary.
  - B. ~~The Chair conducts the regular and, if possible, any special CAB meetings. The Chair also represents the CAB at Board of Trustees meetings. The Vice Chair stands in for the Chair as needed.~~
  - C. ~~The election of officers shall take place each year during the April meeting of the CAB, with terms to begin on the first day of May or, if elections are delayed for any reason, the first day of the month following the election. If it is necessary to delay elections in any given year, the Chair will document, in writing, the need for such delay.~~
  - D. ~~Officers shall be elected to one-year terms. To assure that the CAB remains a vital and active body, it is recommended that officers not serve more than three consecutive terms. It is acknowledged that, under certain circumstances, it may be advisable or necessary for officers to serve more than three consecutive terms.~~
  
- (4) Meetings.
  - A. The CAC shall hold quarterly meetings. CAC may hold special meetings, as it deems necessary. The Board of Trustees and Authority staff shall have input in setting CAC meeting agendas. Meetings shall be open to the public.

The following guidelines shall apply to all CAB meetings:



## Attachment A: Redline Copy of Revisions to Section 222.04

- ~~1. The CAB meeting time will be integrated with the schedule of the Board of Trustees.~~
  - ~~2. Committees will report on their activities at all regular CAB meetings.~~
  - ~~3. Members of the Board of Trustees will be invited to attend CAB meetings. This open invitation policy does not preclude or reduce the desirability of the Board of Trustees' appointing a liaison to the CAB.~~
  - ~~4. For purposes of establishing a quorum, at least 50% plus one of the CAB's members must approve actions of the CAB.~~
- ~~B. Regular meetings.~~
- ~~1. Regular CAB meetings shall be held on the second Thursday of each month, with possible exceptions for special events. The regular meetings will be used for presentations from, and discussions with, RTA staff and other parties of interest to the CAB, the setting of agendas, discussion of and action on topics of interest related to the CAB's mission and purpose, and organization and coordination of Committee activities.~~
  - ~~2. The CAB will review programs and projects brought to them by the Board of Trustees or RTA staff. In addition, in December of each year, RTA will set, with input from the CAB, a calendar of CAB meeting dates for the next year.~~
  - ~~3. When applicable, the CAB shall assemble, at its regular meetings, a list of items for presentation to the Board of Trustees at its next meeting.~~
  - ~~4. Members of the general public are welcome to attend all regular meetings of the CAB and its Committees.~~
- ~~C. Special meetings. Special meetings may be called by the Chair, at the request of any officer, or upon the written request of at least five members, provided at least forty-eight hours' notice is given. The Chair, Vice Chair, or Staff Liaison will notify CAB members of the time, place, and purpose of such special meeting, and no business other than the specific topic around which the special meeting was called shall be considered.~~
- ~~DB. Public events. Public events, which CAB CAC members are encouraged, but not required, to attend, include community meetings, public hearings, groundbreakings, and grand openings and GCRTA Board meetings.~~
- ~~E. Annual joint meeting with the Board of Trustees.~~
- ~~1. The CAB shall be prepared to participate in an annual joint meeting with the Board of Trustees. The purpose of the meeting, held at the discretion of the Board of Trustees, would be to maintain communication and assure a meaningful working relationship between the Board of Trustees and the CAB.~~
  - ~~2. Activities that should take place at the annual joint meeting include:
    - ~~a. Establishing goals and objectives for the next year;~~~~

## Attachment A: Redline Copy of Revisions to Section 222.04

- ~~b. Reviewing operational and financial consequences of goals and objectives established for the next year; and~~
  - ~~c. Integrating new members into the CAB.~~
- (5) Committees. The CABCAC will have at least ~~two~~three standing committees:
  - A. The ADA Advisory Committee, which guides the Board of Trustees in adhering to the spirit and requirements of the Americans with Disabilities Act (ADA); and
  - B. The Advocacy Committee, which provides education to the community on the needs of the Authority and its value to the citizens of Northeast Ohio; and
  - C. The Transit Improvement Advisory Committee ~~(formerly known as the Volunteer Action Committee), which provides a working forum to address, in more detail, all issues of interest to the CABCAC which are not specifically related to the ADA or advocacy. Standing committees will meet at least monthly.~~
  - D. ~~Other committees, either standing or ad hoc, may be established as necessary to carry out the mission and purpose of the CAB.~~
  - E. ~~CAB members shall indicate which committee they are a member of. For purposes of establishing a quorum, at least 50% plus one of each committee's members must approve committee actions, though individual CAB members are not precluded from bringing items of interest directly to the full CAB. Committee participation is strongly encouraged.~~
  - FD. Committees shall meet, investigatediscuss, and make recommendations on matters referred to them by the CABCAC or the Board of Trustees.
  - G. ~~Public participation is welcome at all committee meetings.~~
- (6) ~~Agenda.~~ CAB meeting agendas shall be set by the Chair and RTA staff with input from the Board of Trustees. Agendas shall be posted five workdays before the meeting date, if possible. A recommended agenda format is attached to Resolution 2008-152, passed October 21, 2008. See Exhibit 1.
- (7) Attendance.
  - A. ~~Attendance at CAB meetings is required. A member wishing to be excused shall contact the Staff Liaison and/or the Chair.~~
  - B. ~~A CAB member is permitted only two unexcused absences per calendar year. After three unexcused absences, the CAB shall notify the member in writing and make a recommendation to the Board of Trustees to terminate the individual's membership.~~
  - C. ~~A member who is absent and unexcused from a regular CAB meeting will not receive compensation for the following month.~~
- (86) Administrative support.
  - A. GCRTA shall designate a Staff Liaison to the CABCAC. ~~The Staff Liaison~~

## Attachment A: Redline Copy of Revisions to Section 222.04

~~shall to serve as CAB members' the primary point of contact with RTA the Authority, though the Staff Liaison serving this role shall not preclude CAB/CAC members' are not precluded from contacting of other RTA Authority staff directly when appropriate.~~

B. ~~The Staff Liaison shall be responsible for mailings communications to the CAB/CAC, tracking of attendance, basic documentation maintaining a record of regular meetings of the CAB for the purpose of establishing a record, and channeling CAB/CAC members' concerns to the appropriate RTA Authority staff member.~~

~~(9) Parliamentary authority. The business of the CAB shall be conducted according to Robert's Rules of Order.~~

~~(10) Guideline review process. Each June, possibly through an ad hoc committee, the CAB shall review its operating guidelines for appropriate additions, deletions, or amendments. All recommendations for changes shall be voted on by the full CAB and submitted to the Board of Trustees for approval.~~

~~(11) Board recommendation process Recommendations. All recommendations by the CAB to the Board of Trustees shall be made in writing and signed by the CAB Chair. The CAC may make recommendations to Authority staff or the Board of Trustees. The CAB/CAC shall have no authority to obligate the Board of Trustees.~~

~~(8) Communications with Board of Trustees.~~

~~A. The Board of Trustees will appoint a Board Liaison to the CAC.~~

~~B. The Board of Trustees will include a standing agenda item on the Board's agenda for communications from CAC.~~

(b) Membership.

(1) Composition of the CAB/CAC.

A. ~~The CAB/CAC is composed of twenty community representatives, ten selected by individual members of the Board of Trustees and ten from a slate of candidates who apply and are chosen according to the process set out in subsection (c) below.~~

B. ~~Each member will be appointed to a three-year term. CAB members should serve no more than two full consecutive three-year terms. Under certain circumstances, it may be appropriate for CAB members to serve more than two consecutive terms. With the exception of members with emeritus status, terms shall be for three years each with a term limit per member of two (2) consecutive full 3-year terms. To ensure that the terms will be staggered so that no more than seven (7) members' terms expire in any year, initial appointments may be for less than 3 years. An initial appointment of less than 3 years will not be considered a full term for the~~

## Attachment A: Redline Copy of Revisions to Section 222.04

purpose of determining whether a member has served the maximum number of terms permitted.

- C. ~~Appointment of members shall be made in March. Appointments become effective in April. Interim appointments may be made at other times of the year to fill vacancies. The time spent by a CAB member as an interim appointee shall not be counted when considering whether that appointee has served the maximum number of terms recommended in this document.~~CAC members may continue to serve after the expiration of their terms if not replaced, at the invitation of the Authority.
- D. Current CAC members who have served on the CAC with distinction for more than 15 years will be eligible for emeritus status. Emeritus status shall be granted by the Board of Trustees. Members with emeritus status will not be counted among the maximum 20 members.

### (2) Qualifications.

- A. ~~A CABCAC member must know how to use be familiar with mass transit public transportation and, preferably, use it occasionally, if not frequently. Transit dependency is not a requirement for CABCAC membership.~~
- B. ~~CABCAC members must be able to communicate knowledgeably about RTA the Authority in particular and public transit in general. Members should have the ability to advocate on behalf of public transit and promote service. Because RTA's service area is limited to the center of a much larger metropolitan area, members should have some familiarity with other transit systems and other transportation related organizations, such as the Northeast Ohio Areawide Coordinating Agency (NOACA), that have an effect on transportation policy in the region.~~
- C. ~~CABCAC membership must reflect the larger community~~should reflect the Authority's customer base and have diverse representation in regard to age, gender sex, race, color, religion, national origin, disability, genetic information, sexual orientation, military status, transit dependence, availability to participate in CABCAC activities, and geography.
- D. ~~BeCAC members must be strong ambassadors for the Authority.~~attending as many public events as possible to promote public transit, policies friendly to public transit and the needs of the region and GCRTA customers.

- (3) ~~Travel reimbursement. Each CABCAC member will receive a monthly transit pass to cover transportation expenses so that they can monitor the public transit experience.~~

- (c) Selection Process for New Members. ~~Note: This subsection applies to persons who~~

## Attachment A: Redline Copy of Revisions to Section 222.04

apply to become members of the CAB. It does not apply to CAB members who are appointed by a Trustee.

- (1) All members of the CAC shall be nominated by the Board of Trustees.
- (2) All individuals interested in becoming a CAC member must submit an application (attached to Resolution 2008-152, passed October 21, 2008, as Exhibit 2).
- (23) An ad hoc Screening Committee, consisting of two or more GCRTA staff members, and one or more Trustee(s) (if available to participate), and at least one representative of each of the standing committees described in subsection (a) hereof, shall review applicants the applications based on the criteria set out in subsection (b) hereof. The Screening Committee shall forward a list of eligible applicants to the CAB, which will in turn and recommend a slate of candidates to the External & Stakeholder Relations & Advocacy Committee for consideration and referral to the Board of Trustees.
- (3) ~~Depending on the number of applications being considered, the Screening Committee may either present a limited number of applications to the CAB or present the entire pool of applications. Activities of the Screening Committee shall be timed to allow for adequate review by both the CAB and the Board of Trustees in advance of the annual appointment of new members in March of each year.~~
- (4) Authority staff shall confer with the Board and the CAC for additional CAC members to be presented to the Board for consideration when vacancies arise. If vacancies occur during the year, the CAB may choose to recommend an interim appointment from the qualified pool of candidates.
- (5) Appointment of members shall be made in March. Appointments become effective in April. Interim appointments may be made at other times of the year to fill vacancies. An interim appointment will not be considered a full term for the purpose of determining whether a member has served the maximum number of terms permitted.

(d) Operating Guidelines. The CAC shall adopt, and may revise, such bylaws and rules operating guidelines as it from time to time elects, which are not in conflict with this section. The operating guidelines will address the following topics:

- (1) Terms and responsibilities of officers;
- (2) Procedures for conducting regular and special meetings;
- (3) Committee assignments and operations;
- (4) Attendance; and
- (5) Other matters pertinent to the CAC's operations.

The CAC's operating guidelines will be subject to approval and adoption by the Board of Trustees.

~~(e) This section shall be effective October 21, 2008.~~

Attachment A: Redline Copy of Revisions to Section 222.04

(Res. 1998-136. Passed 10-20-98; Res. 2008-152. Passed 10-21-08. Res. 2018-XXX.  
Passed XX-XX-18.)

ATTACHMENT B

Community Advisory Committee Roster

June 7, 2018

<u>Name</u>	<u>Title</u>	<u>Status</u>	<u>Initial Appt Date</u>	<u>Current Term Exp Date</u>	<u>Committee Involvement</u>
George Zeller*		emeritus	1/19/1999	3/1/2015	ADAC/TIAC
Steve Albro*		emeritus	1/19/1999	3/1/2016	ADAC
Marie Fratus*		emeritus	1/19/1999	3/1/2016	
Donna Prease*		emeritus	1/19/1999	3/1/2015	ADAC
Andre White*		emertius	1/19/1999	3/1/2017	ADVO
Johnny Brewington	Vice Chair		4/1/2014	3/1/2017	ADAC/TIAC
Aldo Filippelli			10/21/2008	3/1/2017	
Ron Jackson			10/21/2008	3/1/2017	ADAC
David Applefeld	ADAC - Chair		7/16/2013	3/1/2016	ADAC
Sylvio Mecone			5/16/2017	03/012020	TIAC
Brooke Deines			8/12/12	3/1/2015	TIAC
Martin Golob			8/1/2007	3/1/2016	ADAC
Jessica Whale			5/1/2014	3/1/2017	ADVO/TIAC
Marjorie Sutton	CAB - Secretary		4/1/2011	3/1/2017	ADAC
Joseph A. Sopko			8/1/2014	3/1/2017	ADAC/TIAC
Crystal Guevarez	TIAC - Chair		7/16/2013	3/1/2016	TIAC
Edward Opett	Chair		4/15/2013	3/1/2016	ADAC/TIAC/ADVO