



**NAPA VALLEY TRANSPORTATION AUTHORITY
TAC Agenda Letter**

TO: Technical Advisory Committee (TAC)
FROM: Kate Miller, Executive Director
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SUBJECT: Nomination and Election of Chairperson and Vice Chairperson of the
Technical Advisory Committee (TAC)

RECOMMENDATION

That the Technical Advisory Committee (TAC) nominate and elect a new Chairperson and Vice Chairperson for an annual term beginning on January 1, 2021.

EXECUTIVE SUMMARY

On May 1, 2011, the NVTA Board of Directors approved changes to the TAC bylaws. The changes did not alter the composition or structure of the committee but appointed its members to take on a more active role, to among other things, oversee the proceedings of the Committee. At their first meeting of the year, the by-laws require that committee members appoint a new Chair and Vice Chair.

Past Chairs:

- 2020 – Chair Juan Arias/ Vice Chair Rick Kaufman
- 2019 – Chair Erica Ahmann Smithies/ Vice Chair Juan Arias
- 2018 – Chair Nathan Steele/ Vice Chair Erica Ahmann Smithies
- 2017 – Chair Eric Whan/ Vice Chair Nathan Steele
- 2016 – Chair Rick Marshall/ Vice Chair Nathan Steele
- 2015 – Chair Mike Kirn/ Vice Chair Rick Marshall

FISCAL IMPACT

Is there a fiscal impact? No

BACKGROUND AND DISCUSSION

TAC Bylaws state:

**Article IV
OFFICERS****§4.1 Chairperson and Vice Chairperson**

The Committee shall elect from its membership a chairperson and a vice chairperson at its first meeting of the calendar year, to serve for a one-year term. The chairperson shall preside at all meetings of the Committee and represent the Committee before the Board of Directors. The vice chairperson shall perform the duties of the chairperson when the chairperson is absent. In the event of a vacancy in the chairperson's position, the vice chairperson shall succeed as chairperson for the balance of the chairperson's term, and the Committee shall elect a successor to fill the vacancy in the vice chairperson's position as provided below.

The Committee may appoint a nominating committee to nominate Committee members for the positions of chairperson and vice chairperson. Members willing to serve in either of these positions may submit their names to the nominating committee for nomination. Members may also submit names of other members for nomination. The nominating committee shall verify that members whose names have been submitted are willing to serve in those positions. The nominating committee may submit to the Committee the names of those members whom it has nominated and recommends for election. Notwithstanding these procedures, any member may nominate a member from the floor.

The Chairperson shall appoint a Secretary who will be responsible for preparing meeting minutes.

SUPPORTING DOCUMENTS

None