

## **Initial Tasks for Working Committees of the Regional Planning Board**

### **By-Laws Committee**

- Tasked with providing a recommendation for the initial by-laws governing the operations of the Regional Planning Board. Committee will also develop proposed changes to the by-laws in the future.
- By-laws cover such areas as:
  - Organization and membership
  - Officers
  - Meeting schedule
  - Additional Committees
  - Functions of the Regional Planning Board as it relates to the Policy Committee of the Chicago Area Transportation Study and the Northeastern Illinois Planning Commission
  - Although contained in the enabling legislation, the by-laws should also reiterate the terms of appointments, definition of a quorum, appointing mechanisms, adherence to the Open Meetings Act, area of operation, and other general powers and authority.
- Current by-laws of the Chicago Area Transportation Study and the Northeastern Illinois Planning Commission included with this mailing

### **Personnel and Operations Committee**

- Tasked with providing a recommendation for personnel policies and procedures
- Need to address:
  - Merger of the Chicago Area Transportation Study and the Northeastern Illinois Planning Commission staffs over a transition period
  - Reorganizing staff functions to eliminate redundant activities and provide for an efficient use of staff
  - Benefits (job classifications and salaries, retirement, leave, insurance) commensurate with current benefits of Chicago Area Transportation Study and the Northeastern Illinois Planning Commission

### **Financial Oversight and Planning Committee**

- Tasked with providing a recommendation for a funding and implementation strategy for an integrated land use and transportation planning process
- Need to address:
  - Source of funding for activities not eligible for funding with federal transportation planning funds
  - The current non-federally funded UWP and IDOT funded activities of NIPC total \$5,730,000.
  - Source of 20% local match for federal transportation planning funds
  - Approximately \$3 million will be required to match the federal transportation planning funds expected to be available to the region
  - An annual operating budget, including the development of the necessary acquisitions to effectively integrate transportation and land use planning

#### Legal and Legislative Issues Committee

- Tasked with providing a recommendation for the incorporation of the Regional Planning Board
- Need to address:
  - Incorporation of the agency – this task will need to be completed before by-laws can be finalized
  - Prepare application for federal tax exemption and other necessary legal documents

#### Executive Committee

- This committee will have numerous tasks as a standing committee of the Regional Planning Board. One of the initial tasks will be a recommendation for hiring an Executive Director