

**CLIMATE COMMITTEE**  
**Chicago Metropolitan Agency for Planning**

**BYLAWS**

Members	20 to 25 members, appointed by the executive director
Term	3 years, with an option for a second 3-year term
Meetings	Quarterly, and as needed
Officers	Chair and vice-chair who serve for two 1-year terms
Location	CMAP offices, 433 West Van Buren, Suite 450, Chicago
Reports to	CMAP Board

**Section 1: Committee purpose and duties**

The Climate Committee (the “Committee”) was created by the board of the Chicago Metropolitan Agency for Planning (CMAP) to guide and support the agency’s climate-related initiatives, the agency’s strategic direction, and implementation of the comprehensive regional plan, the ON TO 2050 plan.

The Climate Committee shall:

- A. Serve as a standing committee of the CMAP Board.
- B. Bring a broad, regional perspective to the agency’s climate-related initiatives and expand the agency’s expertise on specific climate issues and geographies.
- C. Serve as a resource on climate issues to CMAP staff, the Transportation Committee, the Regional Economy Committee, and other advisory groups.
- D. Review and provide input to the agency on its strategic direction, workplan, and climate-related projects.
- E. Coordinate and prioritize the agency’s climate-related work with other regional initiatives and partners.
- F. Broaden regional awareness of and support for the agency’s climate-related initiatives.
- G. Support implementation of the agency’s strategic direction and the long-range transportation plan for, including but not limited to:
  - 1. Reducing the transportation systems’ greenhouse gas emissions;
  - 2. Improving the transportation systems’ resilience to climate change and flooding; and
  - 3. Ensuring that the region’s water resources are protected and sustainably managed.
- H. Review recommendations of the agency’s climate-related advisory groups and advance those recommendations, as appropriate, for consideration by the CMAP Board.
- I. Assist CMAP staff in evaluating and tracking performance measures on the agency’s climate-related goals and initiatives.
- J. Annually report its activities, goals, and objectives to the CMAP Board and other regional partners.

- K. Align its work with CMAP's core values: serve with passion, pursue equity, foster collaboration, lead with excellence, and drive innovation.

## **Section 2: Committee membership**

- A. **Appointment:** In accordance with the By-Laws of the Chicago Metropolitan Agency for Planning, the executive director is delegated authority to appoint individuals to the Climate Committee.
- B. **Members:** The Committee shall consist of 20 to 25 regional members who serve without compensation. Members shall represent the region's geographic and demographic diversity and have experience in a broad range of climate-related issues. Committee members must be residents of the CMAP region.
- C. **Terms:** Each member will be appointed for one 3-year term with the option for a second 3-year term, by mutual agreement. No member may serve for more than two consecutive terms. After expiration of a Committee member's term, they shall serve until their successor is appointed.
- D. **Attendance:** Committee members are expected to attend each meeting. If a Committee member fails to attend three consecutive regular meetings without reasonable cause, or otherwise neglects their duties as a Committee member, the executive director may declare the seat vacant and propose a new member for appointment by the CMAP Board.
- E. **Chair and vice chair:** Each year, the executive director designates a chair and a vice-chair from the Committee's members at its first meeting of each calendar year. The chair and vice chair may not serve for more than two 1-year terms. The Committee chair shall preside over the meetings; the vice chair will preside in the chair's absence. The chair and vice chair are voting members of the Committee.
- F. The Committee membership may include three members *ex officio* who may participate in discussion and deliberation of the Committee, but who shall have the right to vote only if their attendance secures a quorum for the Committee or to break a voting tie.

## **Section 3: Committee meetings**

- A. The Committee will meet at least quarterly and approve its meeting schedule at its first meeting of each calendar year.
- B. Special meetings may be called by the executive director as needed.
- C. Meetings shall be open and accessible to the public in accordance with the Illinois Open Meetings Act, 5 ILCS 120/7, *et seq.*
- D. Members may attend the Committee's public meetings by video or audio conference only as permitted by the Open Meetings Act.
- E. A Committee member shall notify the Committee staff liaison or chair in advance and in writing (email preferred) of their request to attend by video or audio conference, unless advance notice is impractical.
- F. A majority of the members of the Committee constitutes a quorum for the transaction of business.

- G. At any meeting at which a quorum is present, an affirmative vote of a majority of members shall carry an issue.
- H. Unless inconsistent with these Bylaws or otherwise decided by the CMAP Board, meetings shall be conducted in accordance with Robert's Rules of Order.

**Section 4: Miscellaneous**

- A. The business of the Committee is conducted in accordance with the Illinois Regional Planning Act and the Illinois Open Meetings Act.
- B. The Committee will be supported by CMAP staff members for administrative functions.
- C. The Committee may adopt rules necessary to exercise its purpose and duties.
- D. In the event of a conflict between these Bylaws and the By-Laws of the Chicago Metropolitan Agency for Planning, the latter will prevail.