



Environment and Natural Resources Committee Draft Terms of Committee Membership

Who serves on CMAP's working committees?

Committee members are subject matter experts and local officials, with specialized knowledge of topics and communities, engaged to inform CMAP's work on a broad range of planning issues and share insight from throughout the region. CMAP staff work to assemble committees that reflect the breadth of expertise needed to inform the agency's implementation of the ON TO 2050 plan.

What role do the working committees serve?

As a whole, the committees provide staff invaluable guidance on developing and implementing the region's long range plan, ON TO 2050. CMAP's working committees inform policy development, programming, and planning, ensuring application of best practices and relevant research. The committees serve as a forum for members to share information about related efforts taking place across the region and connect CMAP to organizations working on a range of issues.

In their capacity to inform and advise CMAP staff on the agency's work, the committees do not have responsibility to approve or decline initiatives, with the exception of responsibilities that are explicitly delegated by the CMAP Board and Policy Committee. Meetings are conducted in accordance with Robert's Rules of Order to ensure members and the public have an opportunity to be heard.

What are the terms of committee member engagement?

Term length. To provide continuity for the committee, committee members commit to serving two-year terms. At the expiration of their term, members may be eligible for reappointment.

Assessing reappointment. Considerations for reappointment include a member's ability to participate throughout the previous term, engagement and contributions during committee meetings, as well as engagement, as appropriate, outside committee meetings.

Attendance. CMAP requests that members try to attend 65 to 70 percent of the meetings throughout the duration of their term.

Filling vacancies. In the event of a committee vacancy, CMAP staff will recruit and fill the vacated seat. Newly appointed members may be from the same organization as the vacated seat or from another organization.

A final note on meeting transparency and accommodations.

CMAP works to ensure that committee meetings are as accessible and transparent to the public as possible. All meetings of CMAP's committees are held in compliance with the Open Meetings Act (5 ILCS 1201/1, *et seq.*) and are subject to Freedom of Information Act requests. Meetings are held at the CMAP offices which are ADA accessible. If a committee member or a member of the public requires a reasonable accommodation in order to attend a committee meeting, please contact Ingrid Witherspoon at 312-454-0400 or iwitherspoon@cmap.illinois.gov at least five days in advance of the meeting.