

Intelligent Transportation Society of America
State Chapters Council
Charter
Effective: July 2006

This document describes the composition and mandate of the Intelligent Transportation Society of America's State Chapters Council and serves as a governing document for the council.

Mission

The State Chapters Council serves as a forum to assist ITS America and individual State Chapters to identify, share and discuss critically needed solutions to policy, financial, institutional and other issues affecting the state and local deployment of intelligent transportation systems within the surface transportation infrastructure and its operations.

Objectives

The State Chapters Council will:

- (1) Serve as a representational and coordinating body of the cumulative ITS America state chapters,
- (2) Provide a link from the states to the national Society (ITS America) to ensure that the local perspective is included in the national ITS agenda,
- (3) Report regularly to the ITS America Board of Directors and coordinate with other councils of ITS America,
- (4) Promote ITS outreach at the state and local levels by serving as a focal point for ITS informational exchange, e.g., architecture, state and local roadways, transit, intermodal facilities, etc.
- (5) Recommend and convey solutions to federal, state and local entities responsible for the deployment of ITS.

Organization, Membership, and Officers

The State Chapters Council shall be comprised of one primary or alternative representative from each state chapter. State representatives must be a member of an organization who is a member of ITS America to be selected to serve on the State Chapters Council, unless expressly approved otherwise by the president of ITS America. The President of ITS America will serve as an *ex-officio* member or designee on the State Chapters Council.

The State Chapters Council will select and recommend a Chair and Vice Chair to the ITS America Board of Directors for approval. The Chair shall set the agendas and preside at meetings of the Council and represent the Council at designated activities of ITS

America. The Vice Chair will preside at meetings of the State Chapters Council and represent the Council at designated activities of ITS America in the absence of the Chair.

The Chair and Vice Chair may serve no more than two consecutive terms of two years per term.

The Secretary is the staff liaison representative from ITS America to the Council. The Secretary will work with the Chair to prepare and distribute agenda and meeting notices to the Council and to prepare and distribute meeting minutes.

Each State Chapter representative is entitled to cast one vote on those items requiring a vote by the Council. The designated alternate is authorized to cast the vote in the absence of the primary representative. Mail, e-mail, teleconference or fax ballots will be allowed on specific issues as determined by the Chair. A quorum of more than 50% of the State Chapters Council representatives must vote to transact official business.

Committees

Committees of the State Chapters Council shall be established by the Chair to assist the Council in fulfilling its mission, function, and responsibilities.

The State Chapters Council is also empowered to establish task forces or other ad hoc groups as needed to carry out its scope of responsibilities. Committees may also establish subcommittees or ad hoc groups within their designated scope as necessary to perform their assigned responsibilities.

Amendment and Revision

This document may be revised from time to time by vote of the ITS America Board of Directors based upon recommendations from the State Chapters Council.