

Tribal Transportation Planning Organization

BYLAWS

ESTABLISHMENT

The purpose of the Tribal Transportation Planning Organization, hereinafter abbreviated and referred to as the TTPO, was established on December 11, 2003 by transportation officials from Washington tribes, the Washington State Department of Transportation and the Bureau of Indian Affairs (BIA).

**ARTICLE I. Purpose**

A.

The TTPO shall have the following functions and purposes:

- A. The purpose of the TTPO is to promote tribal transportation planning in Washington State and to foster intergovernmental cooperation and coordination.
- B. Provide a forum for the advancement of professional skills and knowledge among transportation professionals employed by Indian governments;
- C. To encourage effective use of planning principles, cooperation and education among transportation agencies at the tribal, local, regional, state and federal levels.

**ARTICLE II. Name**

The name of this organization shall be known as the Tribal Transportation Planning Organization (TTPO).

**ARTICLE III. Membership**

The TTPO shall be an association of tribal, state, and federal transportation professionals and their respective organizations.

(this section is duplicated in section 4 under Duties of Officers)

## **ARTICLE IV. OFFICERS**

### **SECTION 1. Selection of Officers**

The officers of the TTPO shall be elected by the General TTPO membership.

### **SECTION 3. Length of Term**

Officers shall be elected every other year. If an officer needs to be replaced, for any reason, the membership shall elect a new officer at its next regularly scheduled meeting. The newly elected officer shall complete the vacated term of office until the next annual meeting of the TTPO.

### **SECTION 4. Duties of Officers**

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#### Section 1. Governance

A. The governing body of the TTPO is the general body consisting of all TTPO participants.

#### Section 2. Officers

The Officers of the TTPO shall be elected by the membership. The Officers and their duties shall be as follows:

- A. Chairperson: The chairperson shall preside at all the meetings of the TTPO; take the lead on the establishment of the agenda; call emergency meetings; Represent TTPO at Regional Transportation Planning Organization Coordinating Committee meetings; and other duties as may be assigned by the TTPO general membership.
- B. Vice-Chairperson: In the event of the absence of the Chairperson or the Chairperson's inability to act, the Vice-Chairperson shall act in the Chairperson's stead.
- C. Secretary: It is the duty of the Secretary to record the minutes of the TTPO meetings as well as ensure that the WSDOT has a complete set of minutes for distribution to the membership.
- D. Eligibility: Officers shall represent one specific tribal government.
- E. Election of Officers: Officers shall be elected every other year during the annual meeting. The Vice-Chairperson will succeed to the Chairmanship. Candidates will be nominated from the floor at the meeting.
- F. Vacancies: Vacancies in an office, which occurs from any reason, shall be filled at the next meeting of the TTPO.

- G. Committees: The membership may establish a committee at any time. Generally any member may participate on any committee. The membership reserves the right to limit committee size to insure the effective and timely completion of assignments.
- a. The Agenda Committee shall be a standing committee. Their primary task is to produce the agenda for each meeting.

## **ARTICLE V. MEETINGS**

### **SECTION 1. Regular Meetings**

- A. Location: Meeting locations shall be selected using the following criteria: 1. Encourage Tribal participation, 2. Save the membership time and reduce travel cost, and 3. Encourage State and Federal participation. The date, location, and time of the next meeting shall be set at the end of the each TTPO meeting. Special meetings may be called at anytime at the discretion of the Chairperson.
- B. Tribal / State Transportation Conference: one of the quarterly meetings of the TTPO shall take place at the Tribal / State Transportation Conference.
- C. Voting: Each representative to the TTPO shall have one (1) vote. Decisions shall be made through consensus.
- D. Records: Meeting reports shall be created by the Secretary and distributed and archived by WSDOT.

## **ARTICLE VI. Quorum**

### **SECTION 1. Quorum of the Committee**

A quorum of the Committee shall be ten (10) Members.

## **ARTICLE VII. Finances**

Funds shall be administered by WSDOT under the discretion of the TTPO general body, provide it complies with applicable laws and restrictions. A financial report shall be distributed at each TTPO meeting.

## **ARTICLE VIII. Amendments**

### **SECTION 1.**

These bylaws may be amended by consensus of the TTPO participants at any time and forwarded to WSDOT for posting on the Tribal Transportation webpage.

## **ARTICLE IX. Disclaimer Clause**

This organization does not have the authority or power to infringe or jeopardize the sovereignty of any of the sovereign Native Nations who participate.