Bylaws

of the



Joplin Area Transportation Study Organization

Revised : August 14, 2008

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JOPLIN AREA TRANSPORTATION STUDY ORGANIZATION

These bylaws describe the form, function and rules of procedure for the Joplin Area Transportation Study Organization (JATSO), the designated Metropolitan Planning Organization (MPO) for the Joplin region. It is the role and purpose of the JATSO to provide transportation policy and oversee the federal transportation planning process for the Joplin region.

Article I.

The Joplin Metropolitan Planning Organization shall be hereafter referred to as the Joplin Area Transportation Study Organization or JATSO.

Article II.

A. The organization will consist of one permanent committee, the Policy Board. The Policy Board is the policy making governing body and provides a forum for cooperative decision-making for the transportation planning process.

B. The Policy Board will appoint ad hoc committees or study groups as necessary. Such ad hoc committees shall have a specific charge and operate for a defined period stated in the motion(s) creating them.

C. Staff support provided by the City of Joplin. The Memorandum of Understanding outlines the roles and responsibilities of JATSO staff.

Article III. Policy Board

Section 1: Responsibilities

The Policy Board is composed of elected and appointed officials of local governmental entities and providers of transportation in the metropolitan area. This Board provides the forum for cooperative decision making and has the following responsibilities:

A. Approve goals and objectives of the transportation planning process.

B. Review and approve Unified Planning Work Programs (UPWP).

C. Review and adopt Transportation Improvement Programs (TIP), including project priorities and approve changes in the project schedules.

D. Provide metropolitan transportation planning process self-certifications.

E. Review and adopt Long-Range Transportation Plans (LRTP) and revisions.

F. Serve as liaison between various governmental units in the study area to obtain cooperation of all governmental units in implementing various elements of the plan.

G. Ensure citizen participation in the transportation planning process through the Public Involvement Plan.

H. Be compliant with all applicable state and federal laws and regulations.

Section 2: Membership

Voting Members

There shall be twelve (12) voting members on the Policy Board, comprised as follows:

A. Joplin: Six (6) voting members shall be appointed to represent the City of Joplin.

B. Webb City: One (1) voting member shall be appointed to represent the City of Webb City.

C. Carl Junction: One (1) voting member shall be appointed to represent the City of Carl Junction.

D. Jasper County: One (1) voting member shall be appointed to represent Jasper County.

E. Newton County: One (1) voting member shall be appointed to represent Newton County.

F. Harry S Truman Coordinating Council: One (1) voting member shall be appointed from the Harry S Truman Coordinating Council. The Harry S Truman Coordinating Council shall be considered the representative of those cities, towns, and villages within the metropolitan planning area not individually represented on the Policy Board.

G. Missouri Highways and Transportation Commission: One (1) voting member shall represent the Missouri Highways and Transportation Commission through the Missouri Department of Transportation, Southwest District.

Ex Officio Members

The following representatives shall be designated as ex officio (non-voting) members of the Policy Board:

A. Two (2) representatives of the Missouri Department of Transportation, Central Office.

B. One (1) representative of the Federal Highway Administration.

C. One (1) representative of the Federal Transit Administration.

D. One (1) representative from the freight industry within the metropolitan planning area boundary.

Section 3. Appointment to the Policy Board and Terms

A. Appointment to the Policy Board shall be made by the respective governing bodies of each participating jurisdiction, except as otherwise specified.

B. Ex Officio Members: Ex Officio Members shall be appointed by their respective organizations, except as otherwise specified.

C. Ex Officio member: The freight representative shall be appointed by the Policy Board.

D. Alternates: Each board member may designate an alternate to vote on their behalf.

E. Additional voting and ex officio (non-voting) members shall be appointed as deemed essential or necessary by the Policy Board.

Section 4. Organization of the Policy Board

A. The Policy Board Chairperson shall be the City of Joplin's Director of Public Works.

B. The Policy Board Vice Chairperson shall be the City of Joplin's Planning/Community Development Manager.

C. Elections shall take place on the first meeting of the calendar year.

D. An officer may succeed with no limitation to number of terms, except that such term will not continue in the event an officer becomes ineligible for membership on the Policy Board.

E. The term of office shall be one year from November to October or until such time new officers are elected.

Section 5. Duties of the Chairperson

A. The Chairperson shall preside at all meetings of the Policy Board. During the absence of the Chairperson, the Vice Chairperson shall preside over meetings and shall exercise all the duties of the Chairperson.

B. The Chairperson shall authenticate, by signature, all resolutions adopted by the Policy Board.

C. The Chairperson shall represent the committee at hearings, conferences, and other events as required or designate another member of the Policy Board.

Article IV. Meetings

A. The Policy Board shall meet for the purpose of reviewing and taking actions on such items identified in Article III, Section I or other matters deemed necessary.

B. The meetings will be held in accordance with the Missouri Sunshine Law and an adopted Public Involvement Plan.

C. The JATSO Chairperson may cancel a regularly scheduled meeting or call additional meetings.

D. In the absence of the Chairperson and Vice Chairperson from a regular or special meeting of the Committee at which a quorum is present, the remaining members present shall elect a presiding officer who shall serve until the conclusion of that meeting or until the arrival of the Chairperson or Vice Chairperson.

E. Minutes of all meetings shall be kept and recorded by JATSO staff.

Article V. Voting and Quorum

Section 1: Electronic, Mail or Telephone Voting

Referencing the JATSO Public Involvement Plan, electronic, mail and telephone voting shall be the right of all Policy Board members. The Chairman may authorize electronic, mail and telephone voting on such other issues as deemed appropriate. All electronic, mail or telephone votes must be submitted to the Policy Board Chairman or designee. All votes should be recorded and made available to the public.

Section 2: Quorum

In order for business to be transacted, there must be a recognized quorum of voting members. A majority of the Policy Board voting membership shall constitute a quorum for the transaction of business at all meetings.

Article VI. Parliamentary Procedure

The Policy Board and ad hoc committees shall generally conduct business as prescribed in Roberts' Rules of Order in all areas of parliamentary procedures or any voting member may invoke the rules, as necessary.

Article VII. Amendments to Bylaws

These bylaws may be amended by a majority vote at any Policy Board meeting where an official quorum is present. A bylaw change shall be presented for consideration at a regular scheduled meeting of the Policy Board. However, voting shall be deferred until the regular scheduled meeting following the meeting at which the bylaws change was proposed.

Appendix I
Joplin Area Transportation Study Organization
Metropolitan Planning area boundary

