

The 2013 RAC Leadership Team met on January 23, 2013 to further refine the proposal last discussed at the January 9 Riders' Advisory Council (RAC) meeting. The purpose of the proposal is to establish Standing Subcommittees to more effectively address topics in detail, exchange information, receive presentations and develop recommendations for action by the full RAC at its regular monthly meeting.

The RAC Leadership Team has placed the following Standing Subcommittee Meeting Structure proposal on the February 6, 2013 RAC Meeting Agenda for a vote by the full RAC in accordance with Article VIII of the RAC Bylaws.

Standing Subcommittee Topics/Themes

- A. Safety & Security (Personal & Incident)
- B. Fares, Budget, Finance, Capital Improvements & Long Range Planning
- C. Operations, Communications, Customer Service & Public Participation

Issues related to Council governance and the RAC's liaison relationship with the Accessibility Advisory Committee would be handled by the Council's leadership team.

Timing & Frequency

The Standing Subcommittee meetings will be held on the second or third Wednesdays of each month from 6:30 pm to 8:30 pm at the WMATA Headquarters Building. Two Standing Subcommittees will meet concurrently on each date.

Membership

Each RAC member is expected to serve on at least one Standing Subcommittee. All RAC members are welcome to attend any Standing Subcommittee Meeting. RAC members may serve on more than one Standing Subcommittee, provided there is no conflict in meeting times.

The Standing Subcommittees will provide action/summary minutes for each meeting to be available to all RAC members at the upcoming RAC meeting. (The Staff Assistant will provide a standardized format to be used by all subcommittees.) Each Standing Subcommittee will provide written recommendations and/or progress reports within its assigned area at least quarterly.

Governance

Each Standing Subcommittee shall be governed by Article VIII of the RAC Bylaws.

ARTICLE VIII COMMITTEES AND SPECIAL COMMITTEES

The Chair has authority, with concurrence by the Riders' Council, to create committees and/or special committees to address issues. Committees and special committees will operate according to the requirements of these bylaws and Robert's Rules of Order as revised from time to time.

Membership in these committees and/or special committees shall be open to all members of the Council. Upon creation of a committee or special committee, the Chair shall designate an individual to convene its first meeting and conduct the meeting until such time as the committee or special committee selects a chair from among its membership.

All committees or special committees shall expire at the beginning of the first general Riders' Council meeting of the calendar year and may be reconstituted as outlined above.

Notice for committee and special committee meetings shall be provided to all Riders' Council members and the public in accordance with the procedures for notice of regular meetings of the Council.