



600 Fifth Street NW  
Washington, DC 20001  
202-962-2891

June 8, 2011

Dear Mrs. Hynes and Members of the Board:

The Riders' Advisory Council wishes to thank you all for your hard work on the Board bylaws and procedures and for incorporating several suggestions from the RAC's recent recommendations concerning bylaws and procedures that pertain to the RAC itself.

In the RAC's original draft we left one element as an open question. We appreciate the Board's tentative adoption of language that clarifies the Board's desire for staff to make presentations and information available to the RAC to perform its stated goals and objectives as outlined in its bylaws. We hope that staff will always be happy to provide information to the RAC and that the RAC will always make only reasonable requests for information.

In the event that some question arises about whether certain information or a certain presentation should or should not be provided, the RAC would appreciate if the Board would make a determination. We suggest that you include language in the Procedures specifying that the Board can review such issues should there be a disagreement between staff and the RAC, and potentially also defining the process by which the Board would make this decision, whether from the full Board, the Governance committee, the Board Chair or another member, or through some other process.

Also, the RAC has adopted a procedure by which it will make requests, as a body, for staff to provide information. We felt it was important that you have the opportunity to view these procedures as you make decisions about bylaws language:

A RAC member or committee may propose a project for the RAC which involves requesting information from Metro staff. The member or committee chair will consult with the RAC Chair and the RAC's staff member to determine both the purpose of the request and the time involved for Metro staff to fulfill it. Only requests that are pertinent to the RAC's mission and business will be considered.

The RAC Chair, in consultation with the Vice-Chairs, will make a judgment about whether the request should go forward as a request from the RAC. If the Chair denies the request, the member or committee chair has the option to appeal to the full RAC for a vote. A simple majority would be needed to overrule the Chair's decision.

Thank you again for your hard work on the bylaws and procedures and for your attention to these issues.

Sincerely,

A handwritten signature in black ink that reads "Frank DeBernardo". The signature is written in a cursive style with a large, prominent "F" and "D".

Frank DeBernardo, Chairman