

**Greater Dalton Metropolitan Planning Organization  
Technical Coordinating Committee Bylaws**

**Article I  
Name**

The name of this organization shall be the Technical Coordinating Committee for the Greater Dalton Metropolitan Planning Organization (GDMPO) which includes the governments of Dalton, Tunnel Hill, Varnell, and Whitfield County.

**Article II  
Responsibilities**

1. The Technical Coordinating Committee (TCC) is the body responsible for the provision of professional and technical review of transportation plans, projects, programs, and special studies developed through the current Long Range Transportation Study (LRTP). The TCC serves as the coordinating forum of all agencies and organizations that have transportation or transportation related planning, programming, or implementation responsibilities within the Greater Dalton Urban Area.
2. The TCC has the following responsibilities:
  - A. To oversee and advise the professional staff of the MPO in the development of an annual Unified Planning Work Program which include transportation studies, programs, and other planning activities related to maintaining the Dalton-Tunnel Hill-Varnell-Whitfield County Urban Transportation Study.
  - B. To advise and provide technical assistance to the MPO professional staff in the development of a LRTP, the annual Transportation Improvement Program (TIP), and other special transportation studies as necessary.
  - C. To review and subsequently recommend action by the Policy Committee relative to transportation plans, programs, and other special projects prepared by the GDMPO staff.
3. The TCC has the responsibility to review and recommend transportation plans, programs, and implementation schedules resulting from the continuing, comprehensive, and cooperative transportation process in accordance with the planning factors mandated by Title 23 USC Section 134 as follows:
  - A. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
  - B. Increase the safety of the transportation system for motorized and non-motorized users.
  - C. Increase the security of the transportation system for motorized and non-motorized users.
  - D. Increase the accessibility and mobility of people and for freight.
  - E. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
  - F. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
  - G. Promote efficiency of management and operation.
  - H. Emphasize the preservation of the existing transportation system.

**Article III  
Organization**

1. The GDMPO Policy Committee appoints members to the TCC according to member position recommended by staff and may add or delete membership positions as deemed necessary. The TCC shall be composed of representatives of public and private entities having transportation or transportation related planning, programming, or implementation responsibilities within the Greater Dalton Urban Area.
2. The TCC shall have a Chairperson, a Vice Chairperson, and a Secretary. After the initial organizational meeting, elections shall take place at the annual business meeting of the Technical Coordinating Committee. The Secretary shall be appointed by the Chairperson; and, the Secretary may designate an assistant who may not be a member of the TCC to assist in carrying out duties. The term of office for all officers shall be for one year or until such time as new officers are elected.
3. Should the Chairperson or Vice Chairperson position become vacant in mid-term, a special election shall be conducted to fill the position(s) for the unexpired term.
4. An officer may succeed himself/herself with no limitations to the number of terms.

**Article IV  
Duties of Officers**

1. The Chairperson shall have the following duties:
  - A. Preside over all meetings of the TCC.
  - B. Authenticate, by signature, resolutions and other official instruments adopted by the TCC.
  - C. Represent the TCC at hearings, conferences and other events as necessary.
2. The Vice Chairperson shall have the following duties:
  - A. Perform the duties of the Chairperson in the absence of the Chairperson.
  - B. Perform other functions delegated by the Chairperson.
3. The Secretary shall have the following duties:
  - A. Conducting required meeting announcement and agenda activities.
  - B. Recording the proceedings of each TCC meeting.
  - C. Preparing minutes, resolutions, and other official instruments for committee action.

**Article V  
Meetings**

1. Meetings of the TCC shall be held when necessary to carry out responsibilities of the transportation planning process and to maintain compliance with Federal transportation planning regulations.
2. The annual business meeting shall be the first meeting of the new fiscal year. The first meeting of the fiscal year shall be held in July.
3. A quorum shall be required for business transactions and shall consist of four voting members.

4. Official action on agenda items will require a simple majority of the voting members present and the Chairperson is entitled to vote on all matters.

**Article VII  
Rules of Order**

1. The TCC shall conduct business as prescribed in Robert's Rules of Order Revised unless prescribed otherwise by amendment to these By-laws.
2. The Secretary of the TCC shall be the Technical Coordinating Committee's Parliamentarian.

**Article VIII  
Amendment to by-laws**

1. These by-laws may be amended by an affirmative vote of a simple majority of the full voting membership of the TCC. The proposed by-law amendment, after review and approval by the Policy Committee, shall be presented for consideration at a regular TCC meeting providing there is at least a two weeks prior notice of the proposed amendment to the membership of the TCC.

By-law adoption Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

\_\_\_\_\_  
Chairperson, Technical Coordinating Committee of  
the Greater Dalton Metropolitan Planning Organization

ATTEST:

\_\_\_\_\_  
Secretary, Technical Coordinating Committee of the  
Greater Dalton Metropolitan Planning Organization