

# ***TTAC QUORUM***



***Presented by:  
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# BACKGROUND

- ***During the June 6, 2018 TTAC meeting:***
  - ***Member asked whether the August 2018 TTAC meeting could be conducted electronically – in particular, to help ensure a quorum could be obtained.***
  - ***HRTPO Deputy Executive Director stated he believed the Virginia Freedom of Information Act (FOIA) prohibited such an electronic meeting, but that staff would research the issue and report back to TTAC.***
- ***HRTPO staff consulted the Virginia Freedom of Information Advisory Council website and Robert’s Rules of Order.***

# VIRGINIA FOIA

- *“As a general rule, local or regional public bodies are **NOT** authorized to hold meetings by electronic means.”*
- *Only two exceptions:*
  - *Electronic participation by individual members*
  - *States of emergency declared by the Governor*

# ***ELECTRONIC PARTICIPATION BY INDIVIDUAL MEMBERS***

- ***Provisions for individual members of public bodies to participate in meetings by electronic means under specific conditions set out in § 2.2-3708.1 of FOIA:***
  - ***Emergency, personal matter, or medical condition on the day of the meeting prevents them from physically attending the meeting.***
  - ***Individual members of regional public bodies may also participate in a meeting by electronic means if such member's principal residence is more than 60 miles from the meeting location.***
  - ***Public body must adopt a policy on such participation before any member may participate from a remote location under these provisions.***
  - ***Physically assembled quorum is required.***

# ***TTAC QUORUM (CURRENT)***

- ***TTAC Bylaws state that “A majority of the voting members of the TTAC (or their alternates) shall constitute a quorum for the transaction of business”.***
- ***TTAC Voting Membership includes:***
  - ***3 members/2 alternates per Locality (15 localities)***
  - ***3 members from VDOT***
  - ***1 member each from HRT, WATA, DRPT, VPA***
- ***Total Voting Members = 52***
- ***Quorum = 27***

# TTAC ATTENDANCE (LAST 4 YEARS)

<i>Period</i>	<i>Member Localities (Total)</i>	<i>Localities Represented (Average)</i>	<i>Quorum</i>	<i>Locality Members Attending (Average)</i>
<b>6/14 – 7/17</b>	<b>13</b>	<b>12.3</b>	<b>24</b>	<b>22.7</b>
<b>9/17 – 6/18</b>	<b>15*</b>	<b>13.4</b>	<b>27</b>	<b>23.7</b>

*\* Franklin and Southampton County representatives began attending TTAC meetings on 9/6/2017.*

# QUORUM (ROBERT'S RULES OF ORDER)

- ***“The quorum of a body of delegates, unless the by-laws provide for a smaller quorum, is a majority of the number enrolled as attending the convention, not those appointed. **The quorum of any other deliberative assembly with an enrolled membership (unless the by-laws provide for a smaller quorum) is a majority of all the members.**”***
- ***“In all ordinary societies the by-laws should provide for a quorum as large as can be depended upon for being present at all meetings when the weather is not exceptionally bad.”***

# TTAC QUORUM OPTIONS

- **No change.**
- **Consider smaller quorum, for example:**
  1. **Majority – based on one voting member per entity**
    - **15 localities, VDOT, DRPT, HRT, WATA, VPA = 20**
    - **Quorum = 11**
  2. **The number of member localities**
    - **Quorum = 15**
  3. **The number of member localities plus other entities**
    - **Quorum = 20**
  4. **Something else?**

# TTAC BYLAWS - AMENDMENTS

## ***From the TTAC Bylaws:***

***“Any TTAC voting member may propose amendments to these bylaws by placing such proposed amendments in writing before the TTAC at a TTAC meeting. No vote shall be taken on the proposed amendments until the meeting that follows the meeting at which the written amendments were provided to the TTAC. The public shall be provided access to inspect the proposed amendments. Approval of the amendments shall require an affirmative vote of two-thirds of the voting members or their alternates present. In addition, any proposed revisions to the TTAC bylaws must be approved by the HRTPO Board.”***

*Discussion/Questions?*