

## **RI Accessible Transportation Advisory Committee (ATAC)**

### **Bylaws**

#### Article I: Name of Committee

This committee shall be named the Accessible Transportation Advisory Committee (ATAC).

#### Article II: Purpose/Mission

The Rhode Island Accessible Transportation Advisory Committee (ATAC), an independent body not affiliated with RIPTA, strives to improve accessibility in the various forms of public transportation in Rhode Island. The ATAC is expected to assist and monitor the Rhode Island Public Transit Authority (RIPTA) Management with its compliance with all the applicable provisions of the Americans with Disabilities Act (ADA) and other civil rights laws as they apply to public transportation systems in Rhode Island.

The ATAC will participate in advocacy efforts in support of quality public transportation, especially from the customer's point of view. When necessary, advocacy shall include statutory and legal vehicles to achieve the ATAC's goals.

The ATAC will partner with other organizations and groups to support effective public policies regarding transportation for persons with disabilities.

#### Article III: Duties and Responsibilities

The ATAC will provide a channel for communication between persons with disabilities and RIPTA management staff.

The ATAC will receive information on service policies, plans, and programs for public transportation to persons with disabilities. The ATAC will review such matters and provide comments for consideration by RIPTA management staff.

#### Article IV: Membership

Any person who has a disability or who represents an organization concerned with disability issues can be an ATAC member. Membership is established 2 times in non-election years and 3 times in election years: at the first ATAC meeting of the year and the sixth meeting of the year, as well at the meeting immediately preceding biennial officer elections. New members are voted in by the ATAC.

To be eligible to vote in an ATAC meeting, a person must have attended 5 of the previous 12 ATAC meetings. RIPTA representatives are considered ex officio non-voting members.

#### Article V: Officers

The ATAC shall elect a Chairperson and Vice Chairperson from among its voting members who have a disability at the last regular meeting every other year. The terms shall be for two years, starting on January 1, following the election, with re-election possible for two additional consecutive terms. Voting shall be by secret ballot.

#### Article VI: Staff Liaison

The RIPTA CEO, after consultation with the ATAC Chair and Vice Chair, shall designate a member of the RIPTA staff to act as liaison to the ATAC. The liaison will, in consultation with the Chair and Vice Chair, prepare and distribute meeting announcements, agendas and other related information materials. The staff liaison will also be responsible for drafting minutes of all ATAC meetings, and other records related to the ATAC's operation, all of which must be approved by a vote of the ATAC. In the absence of the RIPTA staff liaison, the Chair and Vice Chair are responsible for the above tasks.

#### Article VII: Meetings

Regular meetings of the ATAC will be held monthly on an annual schedule provided in January of each year.

A minimum of 5 voting members shall constitute a quorum.

A simple majority is needed on all votes.

Meetings shall be conducted in accord with the Roberts Rules of Order.

#### Article VIII: Subcommittees

The ATAC may create subcommittees if required to carry out specific tasks within the ATAC's responsibilities. The subcommittee's members and Chair will be appointed by the ATAC Chairperson.

#### Article IX: Amendments

These Bylaws may be amended by a simple majority vote of the voting members of the ATAC. Bylaw changes must be presented at one meeting and voted on at the next meeting.